

Charity Registration No. 1112982

Company Registration No. 05626686 (England and Wales)

OUGHTRINGTON COMMUNITY CENTRE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28 FEBRUARY 2020

OUGHTRINGTON COMMUNITY CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION

| | |
|--------------------------|---|
| Trustees | P Gibson P E Benyon |
| Secretary | P E Benyon |
| Charity number | 1112982 |
| Company number | 05626686 |
| Registered office | 1 Oughtrington Crescent Lymm Warrington Cheshire WA13 9JD |
| Accountants | Azets Alpha House 4 Greek Street Stockport Cheshire SK3 8AB |
| Bankers | Royal Bank of Scotland Partington Branch 91 Central Road Partington Greater Manchester M31 4FL Natwest Bank Plc Stockton Heath Branch 74 London Road Stockton Heath Warrington Cheshire WA4 6HS Cheshire Building Society Castle Street Macclesfield Cheshire SK11 6AF |

OUGHTRINGTON COMMUNITY CENTRE

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OUGHTRINGTON COMMUNITY CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 28 FEBRUARY 2020

The trustees present their report and financial statements for the year ended 28 February 2020.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

Objectives and activities

Oughtrington Community Centre is unique. Since 1983 it has been owned and managed by the community. On behalf of local people a committee of volunteers have worked, and continue to work together to:

- Co-ordinate a packed program of activities that take place at the Centre,
- Oversee the ongoing maintenance of the Centre
- Raise the profile of the Centre and secure funding to ensure its ongoing operation.

The Community Centre has gone from strength to strength since 1983. Over 500 people now use it every week, attending a wide range of activities from Pre-School, to a Day Care Luncheon Centre for the Elderly, Cubs and Scouts to a Ballet and Tap School.

The objectives of Oughtrington Community Centre (OCC) as set down in our Memorandum of Association are:

1. To improve leisure and social facilities available to the local residents of Oughtrington by working in association with the local authority, voluntary organisations and local people to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation.
2. To maintain and manage Oughtrington Community Centre
3. To protect and preserve the environment for the benefit of the public, and
4. To promote other charitable purposes for the benefit of the inhabitants of the area of benefit.

Since 2000 local volunteers have been working on a campaign to raise money to undertake an ambitious refurbishment and expansion of the Centre to address the rapid decay of the original fabric of the building and accommodate the growing demand for usage arising out of new local housing developments.

The aim of the Organisation over the next year is to continue to:-

- a. Build on the benefits provided by the new enlarged Board of Management which has managed the Centre since May 2011.
- b. Continue to review the safe working practices of the Centre as a whole and those of its users to ensure a safe pleasurable environment for all who use the Centre.
- c. Implement where appropriate improvements to the fabric and services of the Centre as indicated by the aforementioned review.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

OUGHTRINGTON COMMUNITY CENTRE

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 28 FEBRUARY 2020

Main areas of activity

Publicity and Communication

The OCC website continues to be managed and updated by Geoff Bates. The combined site OCC, St Peter's Church and the Orchard Group continue to have an average of 600 visits per month.

Working in partnership

The local primary school and high school send students to the centre to engage with the Luncheon Club.

The user groups and orchard group continue to be a fundamental part of the centre.

Key activities and challenges for the year ahead

Following the success of the revised board structure it is proposed to make no changes. It is proposed to go forward with only 1 vice chairman and to have only 1 co-opted member (representing Lymm Parish Council) to continue with the size of the board.

The chairman has indicated that he will stand again for re-election. The remaining board have indicated that they will stand again.

Looking forward the new board will focus on:

The continuation to implement repairs and alterations as required.

To promote the space within the centre and help generate further income.

Generally reviewing building projects.

To put together a new 'Friends of OCC'.

To continue to set a new agenda with the current board.

Achievements and performance

Financial review

The annual report covers the period March 2019 – February 2020.

The value of total reserves at 28 February 2020 were £396,073 (2019 - £401,369). The value of free standing reserves at 28 February 2020 was £115,350 (2019 - £122,329) and this was mainly invested in cash at bank.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

OUGHTRINGTON COMMUNITY CENTRE

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 28 FEBRUARY 2020

Structure, governance and management

The charity is a company limited by guarantee and is governed by its Memorandum and Articles of Association adopted on 17 November 2005.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

P Gibson

P E Denyon

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The Board of Management is responsible for the day to day management of the Oughttrington Community Centre. The Chair, Vice Chair & Treasurer sit on the Board of Trustees.

The Board of Trustees is responsible for the overall governance of the charity.

The trustees' report was approved by the Board of Trustees.

P Gibson

Trustee

Dated: 14 December 2020

OUGHTRINGTON COMMUNITY CENTRE

ACCOUNTANTS' REPORT TO THE TRUSTEES ON THE PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF OUGHTRINGTON COMMUNITY CENTRE FOR THE YEAR ENDED 28 FEBRUARY 2020

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Oughtrington Community Centre for the year ended 28 February 2020, which comprise the statement of financial activities and the related notes from the charity's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales, we are subject to its ethical and other professional requirements which are detailed at
<http://www.icaew.com/en/members/regulations-standards-and-guidance/>

This report is made to the charity's trustees, as a body, in accordance with the terms of our engagement letter dated 22 November 2019. Our work has been undertaken solely to prepare for your approval the financial statements of Oughtrington Community Centre and state those matters that we have agreed to state to the charity's trustees, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Oughtrington Community Centre and the charity's trustees as a body, for our work or for this report.

It is your duty to ensure that Oughtrington Community Centre has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and deficit of Oughtrington Community Centre. You consider that Oughtrington Community Centre is exempt from the statutory audit requirement for the year, and is not required to obtain an independent examiner's report.

We have not been instructed to carry out an audit or a review of the financial statements of Oughtrington Community Centre. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

Azets

15 December 2020

4 Greek Street
Stockport
Cheshire
SK3 8AB

OUGHTRINGTON COMMUNITY CENTRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 28 FEBRUARY 2020

| | | Unrestricted funds 2020 £ | Unrestricted funds 2019 £ |
|---|--------------|--|--|
| | Notes | | |
| <u>Income from:</u> | | | |
| Donations and legacies | 3 | - | 8,902 |
| Charitable activities | 4 | 21,345 | 22,386 |
| Investments | 5 | 150 | 120 |
| Total income | | 21,495 | 31,408 |
| <u>Expenditure on:</u> | | | |
| Raising funds | 6 | 3,997 | 3,110 |
| Charitable activities | 7 | 22,794 | 25,731 |
| Total resources expended | | 26,791 | 28,841 |
| Net (expenditure)/income for the year/ Net movement in funds | | (5,296) | 2,567 |
| Fund balances at 1 March 2019 | | 401,369 | 398,802 |
| Fund balances at 28 February 2020 | | 396,073 | 401,369 |

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

OUGHTRINGTON COMMUNITY CENTRE

BALANCE SHEET

AS AT 28 FEBRUARY 2020

| | Notes | 2020 £ | £ | 2019 £ | £ |
|---|-------|----------------|----------------|----------------|----------------|
| Fixed assets | | | | | |
| Tangible assets | 11 | | 280,723 | | 279,040 |
| Current assets | | | | | |
| Stocks | 12 | 510 | | 550 | |
| Debtors | 13 | 4,901 | | 4,963 | |
| Cash at bank and in hand | | 111,060 | | 117,708 | |
| | | <u>116,471</u> | | <u>123,221</u> | |
| Creditors: amounts falling due within one year | 14 | <u>(1,121)</u> | | <u>(892)</u> | |
| Net current assets | | | 115,350 | | 122,329 |
| Total assets less current liabilities | | | <u>396,073</u> | | <u>401,369</u> |
| Income funds | | | | | |
| Unrestricted funds | | | 396,073 | | 401,369 |
| | | | <u>396,073</u> | | <u>401,369</u> |

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 28 February 2020.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 14 December 2020

P Gibson
Trustee

Company Registration No. 05626686

OUGHTRINGTON COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 28 FEBRUARY 2020

1 Accounting policies

Charity information

Oughtrington Community Centre is a private company limited by guarantee incorporated in England and Wales. The registered office is 1 Oughtrington Crescent, Lymm, Warrington, Cheshire, WA13 9JD.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the company cannot reclaim it.

OUGHTRINGTON COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 28 FEBRUARY 2020

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

| | |
|-----------------------------|----------------------------|
| Freehold land and buildings | No depreciation is charged |
| Fixtures and fittings | 25% reducing balance |

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

OUGHTRINGTON COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 28 FEBRUARY 2020

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

OUGHTRINGTON COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 28 FEBRUARY 2020

3 Donations and legacies

| | Unrestricted funds | Total |
|--|-----------------------|---------------------|
| | 2020 | 2019 |
| | £ | £ |
| Donations and gifts | - | 2,913 |
| Grants received | - | 5,989 |
| | <u>-</u> | <u>8,902</u> |
| | <u><u>-</u></u> | <u><u>8,902</u></u> |
| Grants receivable for core activities | | |
| Other | - | 5,989 |
| | <u>-</u> | <u>5,989</u> |
| | <u><u>-</u></u> | <u><u>5,989</u></u> |

OUGHTRINGTON COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) **FOR THE YEAR ENDED 28 FEBRUARY 2020**

4 Charitable activities

| | Sales of meals | | Room hire charges | | Total Sales of meals | | Total 2019 |
|------------------------------------|----------------|--------|-------------------|-------|----------------------|--------|---------------|
| | 2020 | 2020 | 2020 | 2019 | 2020 | 2019 | |
| | £ | £ | £ | £ | £ | £ | £ |
| Sales within charitable activities | 2,700 | 18,645 | 21,345 | 2,218 | 20,168 | 22,386 | |

OUGHTRINGTON COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 28 FEBRUARY 2020

5 Investments

| | Unrestricted funds | Unrestricted funds |
|---------------------|-----------------------|-----------------------|
| | 2020 | 2019 |
| | £ | £ |
| Interest receivable | 150 | 120 |
| | <u>150</u> | <u>120</u> |

OUGHTRINGTON COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 28 FEBRUARY 2020

6 Raising funds

| | Unrestricted funds | Total |
|----------------------------------|--------------------|--------------|
| | 2020 | 2019 |
| | £ | £ |
| <u>Fundraising and publicity</u> | | |
| Cost of meals and dance classes | 3,997 | 3,110 |
| | <u>3,997</u> | <u>3,110</u> |

7 Charitable activities

| | Community Centre Running Costs | Community Centre Running Costs |
|--|--------------------------------|--------------------------------|
| | 2020 | 2019 |
| | £ | £ |
| Depreciation and impairment | 217 | 25 |
| Rent | 1 | 470 |
| Insurance | 2,264 | 2,709 |
| Electricity | 2,100 | 2,428 |
| Gas Charges | 2,833 | 2,472 |
| Water rates | 3,176 | 2,806 |
| Telephone | 159 | 214 |
| Cleaning | 3,158 | 3,152 |
| Repairs and maintenance | 4,673 | 6,842 |
| Refuse collection | 1,754 | 2,029 |
| Trustee expenses | 85 | 135 |
| Gardening | 680 | 710 |
| Sundry | 639 | 366 |
| | <u>21,739</u> | <u>24,358</u> |
| Share of governance costs (see note 8) | 1,055 | 1,373 |
| | <u>22,794</u> | <u>25,731</u> |

OUGHTRINGTON COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 28 FEBRUARY 2020

8 Support costs

| | Support costs | Governance costs | 2020 | Support costs | Governance costs | 2019 |
|--|---------------|------------------|-------|---------------|------------------|-------|
| | £ | £ | £ | £ | £ | £ |
| Accountancy | - | 1,055 | 1,055 | - | 1,373 | 1,373 |
| | - | 1,055 | 1,055 | - | 1,373 | 1,373 |
| Analysed between Charitable activities | - | 1,055 | 1,055 | - | 1,373 | 1,373 |

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

10 Employees

There were no employees during the year.

11 Tangible fixed assets

| | Freehold land and buildings | Fixtures and fittings | Total |
|------------------------------------|-----------------------------|-----------------------|---------|
| | £ | £ | £ |
| Cost | | | |
| At 1 March 2019 | 296,651 | 40,940 | 337,591 |
| Additions | - | 1,900 | 1,900 |
| At 28 February 2020 | 296,651 | 42,840 | 339,491 |
| Depreciation and impairment | | | |
| At 1 March 2019 | 17,687 | 40,864 | 58,551 |
| Depreciation charged in the year | - | 217 | 217 |
| At 28 February 2020 | 17,687 | 41,081 | 58,768 |
| Carrying amount | | | |
| At 28 February 2020 | 278,964 | 1,759 | 280,723 |
| At 28 February 2019 | 278,964 | 76 | 279,040 |

In the trustees' opinion, the market value of the land and building is significantly more than the cost as shown in the financial statements. Therefore, no depreciation has been charged.

OUGHTRINGTON COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 28 FEBRUARY 2020

| | | | |
|-----------|---|-------------------|-------------------|
| 12 | Stocks | 2020 | 2019 |
| | | £ | £ |
| | Finished goods and goods for resale | 510 | 550 |
| | | <u> </u> | <u> </u> |
| 13 | Debtors | 2020 | 2019 |
| | | £ | £ |
| | Amounts falling due within one year: | | |
| | Trade debtors | 4,535 | 4,535 |
| | Prepayments and accrued income | 366 | 428 |
| | | <u> </u> | <u> </u> |
| | | 4,901 | 4,963 |
| | | <u> </u> | <u> </u> |
| 14 | Creditors: amounts falling due within one year | 2020 | 2019 |
| | | £ | £ |
| | Accruals and deferred income | 1,121 | 892 |
| | | <u> </u> | <u> </u> |
| 15 | Related party transactions | | |
| | There were no disclosable related party transactions during the year (2019 - none). | | |

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.