

# **SOUTH MITCHAM COMMUNITY ASSOCIATION**

## **REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018**



**GREEN LEVINE & ASSOCIATES  
132a Boundary Road  
London  
NW8 0RH**

**SOUTH MITCHAM COMMUNITY ASSOCIATION**  
**YEAR ENDED 31 MARCH 2018**

**Charity Number**  
1101681

**Company Number**  
4668105

**Trustees**

Pastor Arthur S Campbell, Chairman  
Merle Mohammed, Vice-Chairman  
Barbara E Holgate, Secretary  
Frederick G Day FCA, Treasurer  
Judith C Saunders, Director

**Community Centre**  
Cobham Court  
Haslemere Avenue  
Mitcham  
Surrey  
CR4 3PR

**Independent Examiners**  
Green Levine & Associates  
132a Boundary Road  
London  
NW8 0RH

**Bankers**  
Lloyds TSB Bank plc  
Thorpe Wood  
Peterborough  
Cambridgeshire  
PE3 6SF

# **SOUTH MITCHAM COMMUNITY ASSOCIATION**

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# **SOUTH MITCHAM COMMUNITY ASSOCIATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018**

The trustees present their report and the financial statements for the year ended 31 March 2018. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in October 2000 in preparing the annual report and the financial statements.

### **Objects of the Charity**

To provide a Healthy Living Centre in the heart of the Phipps Bridge Estate offering a wealth of opportunities for leisure and learning, serving all families and individuals borough wide especially those in areas of social and economic deprivation.

To work with local partners to develop a wider range of activities to meet all identified needs to improve the quality of life and promote a sense of cohesiveness and ownership among local residents.

To attract and actively involve current and potential users and gain sufficient funding to sustain our programme and to empower all users to increase their level of skills and employability through their engagement both in fun and supportive community activities.

### **Development, Activities and Achievements this Year**

The trustees consider that the performance of the charity this year has been satisfactory. Many new activities have commenced ensuring the Centre being open the full 7 days a week for most of the year.

### **Future Developments**

The trustees negotiated a lease for 28 years via Merton Federation of Community Associations with the London Borough of Merton in 2012.

### **Transactions and Financial Position**

The Statement of Financial Activities shows a net surplus for the year of £5,562 and reserves stand at £123,768 in total.

### **Reserves Policy**

The Association should keep monies in reserve to cover the legal liabilities associated with employing staff.

The Association should keep monies in reserve to cover future/expansion plans as agreed by the Board of Trustees.

The Association should keep monies in reserve to cover unexpected events, i.e., a sudden drop in income through unavoidable circumstances.

Monies kept in reserve should be sufficient to cover all expenses of running the Centre for a period not exceeding six months.

The Board of Trustees of the Association will monitor reserve levels and endeavour to maintain them or increase them as necessary.

Unrestricted funds were maintained at this or a higher level throughout the year.

# **SOUTH MITCHAM COMMUNITY ASSOCIATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018 (continued)**

### **Tangible Fixed Assets for Use by the Charity**

Details of movements are set out in the financial statements.

The trustees have considered the most appropriate policy for investing funds and have found that COIF meets their requirements and consider the interest earned over the year to be satisfactory. The trustees have also invested £10,000 with Lloyds TSB in a Fixed Term Account which brings the benefit of zero bank charges.

### **Reserves**

The present level of reserves is adequate to meet the terms of our Reserves Policy.

### **Risk**

The trustees actively review the major risks that the charity faces on a regular basis and believe that the current level of reserves, combined with an annual review over key financial systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational risks faced by the charity and confirm that they have established systems to mitigate significant risks.

### **Trustees Responsibilities in Relation to the Financial Statements**

The trustees are required under the Charities Act 1993 to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year (unless the charity is entitled to prepare accounts on the alternative receipts and payments basis). In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- a. Select suitable accounting policies and apply them consistently;
- b. Make reasonable and prudent judgements and estimates;
- c. State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- d. Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will not continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the appropriate law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Independent Examiners**

Independent Examiners, Green, Levine & Associates have expressed their willingness to continue in office and a resolution will be proposed at the forthcoming Annual General Meeting to reappoint them as Independent Examiners of the Association.

  
.....  
Chairman – Pastor Arthur Campbell

27.18  
.....  
Date

# **SOUTH MITCHAM COMMUNITY ASSOCIATION**

## **REPORT OF THE INDEPENDENT EXAMINERS TO THE BOARD OF TRUSTEES OF SOUTH MITCHAM COMMUNITY ASSOCIATION FOR THE YEAR ENDED 31 MARCH 2018**


We have examined the financial statements on pages 4 to 7 which have been prepared under the historical cost convention.

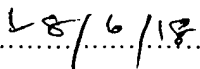
### **Respective responsibilities of Board of Trustees and Independent Examiners**

As described on page 2, the trustees are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, examining those statements and to report our opinion to you.

### **Opinion**

In our opinion the financial statements give a true and fair view of the state of affairs of the charity as at 31 March 2018 and of the financial results for the year then ended and have been properly prepared in accordance with the Charities Act 1993 and Companies Act 2006.

  
.....  
**Harry J Levine FCCA**  
**Green Levine & Associates**

  
.....  
**Date**

# SOUTH MITCHAM COMMUNITY ASSOCIATION

## BALANCE SHEET AS AT 31 MARCH 2018

	Notes	2018	2017
<b>Fixed Assets</b>	2	<u>40,942</u>	<u>39,520</u>
<b>Current Assets</b>			
Sundry Debtors		12,435	10,051
Bank Balances		93,471	103,853
Cash in Hand		<u>175</u>	<u>175</u>
		106,081	114,079
<b>Current Liabilities</b>			
Trade Creditors Falling Due within one year	6	<u>6,487</u>	<u>19,113</u>
<b>Net Current Assets</b>		<u>99,594</u>	<u>94,966</u>
<b>Total Net Assets</b>		140,536	134,486
 Deferred Income	5	<u>16,768</u>	<u>16,280</u>
		<u><u>123,768</u></u>	<u><u>118,206</u></u>
 <b>Represented By</b>			
<b>Accumulated Fund</b>			
Unrestricted Fund Brought Forward		118,206	99,071
Surplus for the Year		<u>5,562</u>	<u>19,135</u>
Fund Carried Forward		<u><u>123,768</u></u>	<u><u>118,206</u></u>

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

.....  
Chairman – Pastor Arthur Campbell

..... 27.18.....  
Date

# SOUTH MITCHAM COMMUNITY ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2018

	Note	Unrestricted Funds	Restricted Funds	2018	2017
<b>Income</b>					
Affiliation and Membership Fees		900		900	365
Grant from Deferred Income		0	16,280	16,280	31,197
Transfer Between Funds			5,467	5,467	0
Receipts			700	700	0
Grant LB Merton	1	39,410		39,410	38,830
Lettings		53,748		53,748	53,596
Canteen		476		476	556
Bank Interest		331		331	423
Donations		900		900	138
Other Income		4,427		4,427	7,688
<b>Total Income</b>		<u>100,192</u>	<u>22,447</u>	<u>122,639</u>	<u>132,793</u>
<b>Expenditure</b>					
Wages and Salaries	3	58,693		58,693	58,001
Rates and Water		845		845	822
Expenditure on Grant Activities	5		5,679	5,679	2,917
Unused Grant To Deferred Income			16,768	16,768	16,280
Insurance		1,543		1,543	1,525
Light and Heat		8,221		8,221	6,845
Postage and Stationery		589		589	819
Telephone and Internet		773		773	769
Centre Expenses		5,766		5,766	6,078
Accountancy	4	1,100		1,100	1,000
Maintenance		0		0	0
Office Expenses		11,457		11,457	9,775
General Expenses	7	1,405		1,405	4,214
Legal and Professional		229		229	811
Depreciation		4,009		4,009	3,802
<b>Total Expenditure</b>		<u>94,630</u>	<u>22,447</u>	<u>117,077</u>	<u>113,658</u>
<b>Net Surplus on Activities for the Year</b>				5,562	7,135
Outside Funds				0	12,000
Fund Balance Brought Forward				118,206	99,071
Fund Balance Carried Forward				<u>123,768</u>	<u>118,206</u>



# SOUTH MITCHAM COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

1.	<b>LB Merton Grant</b>				
	Funds received during the year				<u>39,410</u>
2.	<b>Fixed Assets</b>				
		<b>Works to Building</b>	<b>Fixtures &amp; Fittings</b>	<b>Sundry Equipment</b>	<b>Total</b>
	<b>Cost</b>				
	Balance at 1 April 2017	40,744	35,420	29,612	105,776
	Additions	<u>0</u>	<u>5,431</u>	<u>0</u>	<u>5,431</u>
	Balance at 31 March 2018	<u>40,744</u>	<u>40,851</u>	<u>29,612</u>	<u>111,207</u>
	<b>Depreciation</b>				
	Balance at 1 April 2017	21,118	20,158	24,980	66,256
	Charge for the year	<u>1,472</u>	<u>2,069</u>	<u>468</u>	<u>4,009</u>
	Balance at 31 March 2018	<u>22,590</u>	<u>22,227</u>	<u>25,448</u>	<u>70,265</u>
	Net Book Value at 31 March 2017	<u>19,626</u>	<u>15,262</u>	<u>4,632</u>	<u>39,520</u>
	Net Book Value at 31 March 2018	<u>18,154</u>	<u>18,624</u>	<u>4,164</u>	<u>40,942</u>
3.	<b>Salaries (Grant and Non Grant)</b>				
					<u>58,693</u>
	This sum includes unpaid salaries of £1,500 accrued.				
4.	<b>Independent Examiner Charges</b>				
	Provision for Fees to 31 March 2018				<u>1,100</u>

# SOUTH MITCHAM COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018 (continued)

### 5. Grants Received and Expenditure of Grants

	WDN MBS	Horizons	Regenera- tion	PQASSO	St Marks	Total
Brought Forward	2000	7,517	3,823	1,500	1440	16,280
Receipts	700	0	0	0	0	700
Transfer Unrestricted Funds	0	0	5,467	0	0	5,467
Expenditure	2700	1,598	0	0	1,381	5,679
Carried Forward	0	5,919	9,290	1,500	59	16,768

### 6. Creditors and Accruals

	2018	2017
Sundry Creditors	4,987	7,708
Salaries	1,500	11,405
	<u>6,487</u>	<u>19,113</u>

### 7. Sundry General Expenses

	2018	2017
Defalcation	0	560
Licensing	1,211	1,465
Subscriptions	87	29
Sundry Costs	107	2,160
	<u>1,405</u>	<u>4,214</u>

### 8. Donations

The Association has received relief from Rent and Rates which may be considered to be the equivalent of donations received. The sums involved are:-

Rent	£25,760
Rates	£10,770

The financial statements do not reflect these sums.

In addition there are uncharged estimated costs relating to volunteers amounting to £30,955.