

REGISTERED COMPANY NUMBER: 02996259 (England and Wales)
REGISTERED CHARITY NUMBER: 1044320

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE PERIOD 1 DECEMBER 2017 TO 29 NOVEMBER 2018
FOR
WOOTTON BRIDGE COMMUNITY ASSOCIATION
LIMITED**

Bright Brown Limited
Chartered Accountants
Exchange House
St. Cross Lane
Newport
Isle of Wight
PO30 5BZ

**WOOTTON BRIDGE COMMUNITY ASSOCIATION
LIMITED
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FOR THE PERIOD 1 DECEMBER 2017 TO 29 NOVEMBER 2018**

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**WOOTTON BRIDGE COMMUNITY ASSOCIATION
LIMITED**

REPORT OF THE TRUSTEES

FOR THE PERIOD 1 DECEMBER 2017 TO 29 NOVEMBER 2018

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the period 1 December 2017 to 29 November 2018. The trustees have adopted the provisions of 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) (effective 1 January 2015).

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the year the charity managed the community centre at Wootton with the main activity being the letting of the hall and kitchen to users of the centre, including the Wootton Bridge Community Association Social Club.

FINANCIAL REVIEW

Reserves policy

At the year end the charity holds £172,275 (2017: £199,045) in reserves, of which £168,894 (2017: £176,421) is invested in property and equipment used by the charity, leaving £3,381 (2017: £22,624) available as free reserves.

Reserves are essential to the running of the charity, and in ensuring it continues to meet the needs of its users and the community. The reserves are used to provide working capital for the day to day running of the charity, and ensure there is a financial safety net for any unexpected costs.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, the memorandum and articles of association, and constitutes a limited company, limited by guarantee as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02996259 (England and Wales)

Registered Charity number

1044320

Registered office

Wootton Bridge Community Centre
Brannon Way
Wootton Bridge
Ryde
Isle of Wight
PO33 4NW

Trustees

C J Toogood	Chairman	- appointed 28.11.18
J W Cooke	Vice Chairman	
Mrs R A Brett	Treasurer	- appointed 25.11.18 - resigned 31.8.19
M S J Oakes	Operative	- appointed 25.11.18
Mrs T E West	Treasurer	- appointed 25.4.18
S Monaghan		- appointed 7.12.18

Company Secretary

Mrs T E West

**WOOTTON BRIDGE COMMUNITY ASSOCIATION
LIMITED
REPORT OF THE TRUSTEES
FOR THE PERIOD 1 DECEMBER 2017 TO 29 NOVEMBER 2018**

REFERENCE AND ADMINISTRATIVE DETAILS

Independent examiner

Gavin Kelly
ICAEW
Bright Brown Limited
Chartered Accountants
Exchange House
St. Cross Lane
Newport
Isle of Wight
PO30 5BZ

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Wootton Bridge Community Association Limited for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 28 November 2019 and signed on its behalf by:

J W Cooke - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WOOTTON BRIDGE COMMUNITY ASSOCIATION LIMITED

Independent examiner's report to the trustees of Wootton Bridge Community Association Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the period ended
1 December 2017 to 29 November 2018.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement - matters of concern identified

I have completed my examination.

I have identified matters of concern in my report as follows:

1. Whilst accounts do agree to accounting records maintained there are a number of areas identified in our review where adjustments have been made to agree a balance and it is not easy to agree the original entry or adjustment made to how it arose. The trustees changed completely during the year and as such it has not been possible to obtain full explanations for all the adjustments or items recorded in the records. As a result we have been unable to verify that the reported figures are appropriately analysed between headings on the income and expenditure report.
2. Our review of the PAYE liabilities and payments arising in the year indicates that the opening balance as at 1 December 2017 is misstated and therefore we are unable to be sure that PAYE costs have been correctly allocated between the current and comparative years.
3. Uncertainties within the records for the Wootton Bridge Community Association Social Club, including concerns around the completeness of income from gaming machines, means we are unable to satisfy ourselves that the rent received by the charity from the social club is correct or complete.

I confirm that no other matters have come to my attention in connection with the examination giving me reasonable cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; and the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
WOOTTON BRIDGE COMMUNITY ASSOCIATION
LIMITED**

Gavin Kelly
ICAEW
Bright Brown Limited
Chartered Accountants
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Isle of Wight
PO30 5BZ

29 November 2019

**WOOTTON BRIDGE COMMUNITY ASSOCIATION
LIMITED**
STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE PERIOD 1 DECEMBER 2017 TO 29 NOVEMBER 2018

		Period 1.12.17 to 29.11.18 Unrestricted fund	Year Ended 30.11.17 Total funds as restated £
	Notes	£	
INCOME AND ENDOWMENTS FROM			
Donations and legacies		1,760	1,695
Charitable activities			
Cost of operations		370	1,911
Hire of hall		20,409	15,567
Other trading activities	2	488	2,210
Investment income	3	2	19
Other income		-	5,752
Total		<u>23,029</u>	<u>27,154</u>
EXPENDITURE ON			
Charitable activities			
Cost of operations		<u>49,799</u>	<u>56,847</u>
NET INCOME/(EXPENDITURE)		<u>(26,770)</u>	<u>(29,693)</u>
RECONCILIATION OF FUNDS			
As previously reported		49,793	228,738
Prior year adjustment	8	<u>149,252</u>	<u>-</u>
As Restated		<u>199,045</u>	<u>228,738</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>172,275</u></u>	<u><u>199,045</u></u>

**WOOTTON BRIDGE COMMUNITY ASSOCIATION
LIMITED
BALANCE SHEET
AT 29 NOVEMBER 2018**

		2018 Unrestricted fund £	2017 Total funds as restated £
	Notes		
FIXED ASSETS			
Tangible assets	9	168,894	176,421
CURRENT ASSETS			
Stocks	10	220	220
Debtors	11	2,500	146
Cash at bank and in hand		<u>5,420</u>	<u>27,461</u>
		8,140	27,827
CREDITORS			
Amounts falling due within one year	12	(4,759)	(5,203)
NET CURRENT ASSETS		<u>3,381</u>	<u>22,624</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>172,275</u>	<u>199,045</u>
NET ASSETS		<u>172,275</u>	<u>199,045</u>
FUNDS	13		
Unrestricted funds		<u>172,275</u>	<u>199,045</u>
TOTAL FUNDS		<u>172,275</u>	<u>199,045</u>

WOOTTON BRIDGE COMMUNITY ASSOCIATION

LIMITED

BALANCE SHEET - CONTINUED

AT 29 NOVEMBER 2018

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 29 November 2018.

The members have not required the company to obtain an audit of its financial statements for the period ended 29 November 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 charitable company.
- (b)

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

The financial statements were approved by the Board of Trustees on 28 November 2019 and were signed on its behalf by:

J W Cooke -Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Long leasehold	- 2% on cost
Fixtures and fittings	- 25% on reducing balance

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**WOOTTON BRIDGE COMMUNITY ASSOCIATION
LIMITED**
NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE PERIOD 1 DECEMBER 2017 TO 29 NOVEMBER 2018

2. OTHER TRADING ACTIVITIES

	Period 1.12.17 to 29.11.18	Year Ended 30.11.17 as restated
	£	£
Functions	260	2,191
Pool table and juke box	222	-
Telephone and photocopying	6	19
	<u>488</u>	<u>2,210</u>

3. INVESTMENT INCOME

	Period 1.12.17 to 29.11.18	Year Ended 30.11.17 as restated
	£	£
Bank interest receivable	<u>2</u>	<u>19</u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	Period 1.12.17 to 29.11.18	Year Ended 30.11.17 as restated
	£	£
Past independent examiner fees	-	708
Independent examiner fees	720	-
Depreciation - owned assets	6,775	6,777
Deficit on disposal of fixed asset	<u>752</u>	<u>-</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 29 November 2018 nor for the year ended 30 November 2017.

Trustees' expenses

There were no trustees' expenses paid for the period ended 29 November 2018 nor for the year ended 30 November 2017.

WOOTTON BRIDGE COMMUNITY ASSOCIATION
LIMITED
NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE PERIOD 1 DECEMBER 2017 TO 29 NOVEMBER 2018

6. STAFF COSTS

The average monthly number of employees during the period was as follows:

Period	Year Ended
1.12.17	30.11.17
to	
29.11.18	
<u>3</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund as restated £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	1,695
Charitable activities	
Cost of operations	1,911
Hire of hall	15,567
Other trading activities	2,210
Investment income	19
Other income	5,752
Total	<u>27,154</u>
EXPENDITURE ON	
Charitable activities	
Cost of operations	56,847
Total	<u>56,847</u>
NET INCOME/(EXPENDITURE)	<u>(29,693)</u>
RECONCILIATION OF FUNDS	
Total funds brought forward	<u>228,738</u>
TOTAL FUNDS CARRIED FORWARD	<u>199,045</u>

**WOOTTON BRIDGE COMMUNITY ASSOCIATION
LIMITED
NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE PERIOD 1 DECEMBER 2017 TO 29 NOVEMBER 2018**

8. PRIOR YEAR ADJUSTMENT

Previous year's accounts have reflected grants received for the purchase of leasehold property as deferred income, which was being amortised and recognised in the statement of financial activities in line with depreciation of the property, which was in line with Statement of Standard Accounting Practice 4.

The accounts are now prepared in accordance with the relevant provisions of Financial Reporting Standard 102 and the Statement or Recommended Practice applicable to Charities as noted in accounting policies note 1. This now requires that income be recognised once the charity has entitlement to the funds and not be deferred in these circumstances.

The previous year's accounts have been restated to reflect this new treatment with the effect that income in the comparative year is lower by £5,145, the grant previously released in that year, and the corresponding deficit has therefore increased by the same amount compared to that previously reported.

At 31 November 2017 the deferred income of £149,252 previously reported as a liability on the balance sheet has been removed with the effect that the accumulated reserves of the association have increased by that amount. It should be noted that although the reserves have increased the cash position of the charity remains unchanged and this adjustment merely reflects the value to the charity of the property acquired with the grant funds that were previously deferred.

9. TANGIBLE FIXED ASSETS

	Long leasehold £	Crockery and utensils £	Fixtures and fittings £	Totals £
COST				
At 1 December 2017	309,374	752	37,562	347,688
Disposals	-	(752)	-	(752)
At 29 November 2018	<u>309,374</u>	<u>-</u>	<u>37,562</u>	<u>346,936</u>
DEPRECIATION				
At 1 December 2017	136,058	-	35,209	171,267
Charge for year	6,187	-	588	6,775
At 29 November 2018	<u>142,245</u>	<u>-</u>	<u>35,797</u>	<u>178,042</u>
NET BOOK VALUE				
At 29 November 2018	<u>167,129</u>	<u>-</u>	<u>1,765</u>	<u>168,894</u>
At 30 November 2017	<u>173,316</u>	<u>752</u>	<u>2,353</u>	<u>176,421</u>

10. STOCKS

	2018 £	2017 as restated £
Stocks	<u>220</u>	<u>220</u>

WOOTTON BRIDGE COMMUNITY ASSOCIATION
LIMITED
NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE PERIOD 1 DECEMBER 2017 TO 29 NOVEMBER 2018

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017 as restated
	£	£
Amounts owed by group undertakings	2,342	-
Prepayments	158	146
	<u>2,500</u>	<u>146</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017 as restated
	£	£
Trade creditors	844	1,199
Amounts owed to group undertakings	-	1,215
Social security and other taxes	1,409	510
Other creditors	1,049	1,049
Accrued expenses	1,457	1,230
	<u>4,759</u>	<u>5,203</u>

13. MOVEMENT IN FUNDS

	At 1.12.17 £	Prior year adjustment £	Net movement in funds £	At 29.11.18 £
Unrestricted funds				
General fund	49,793	149,252	(26,770)	172,275
TOTAL FUNDS	<u>49,793</u>	<u>149,252</u>	<u>(26,770)</u>	<u>172,275</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	23,029	(49,799)	(26,770)
TOTAL FUNDS	<u>23,029</u>	<u>(49,799)</u>	<u>(26,770)</u>

WOOTTON BRIDGE COMMUNITY ASSOCIATION
LIMITED
NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE PERIOD 1 DECEMBER 2017 TO 29 NOVEMBER 2018

13. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.12.16 £	Net movement in funds £	At 30.11.17 £
Unrestricted Funds			
General fund	228,738	(29,693)	199,045
TOTAL FUNDS	<u>228,738</u>	<u>(29,693)</u>	<u>199,045</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	27,154	(56,847)	(29,693)
TOTAL FUNDS	<u>27,154</u>	<u>(56,847)</u>	<u>(29,693)</u>

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the period ended 29 November 2018.

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.