

ITEM 4

FORDINGBRIDGE AND DISTRICT COMMUNITY ASSOCIATION

ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

REGISTERED CHARITY NUMBER: 269698

**FORDINGBRIDGE AND DISTRICT COMMUNITY ASSOCIATION
ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2020**

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FORDINGBRIDGE AND DISTRICT COMMUNITY ASSOCIATION
Trustees Report

The Trustees submit their annual report together with the Financial Statements for the Fordingbridge and District Community Association (“the Association”) for the year ended 31st December 2021.

Reference and Administrative Details

The Trust's registration number is 269698.

The Managing Trustees of the Association during the year were:

Emma Blake
Janet Brown
Christine Calder (resigned 31 March 2021)
Christine Gannon (in vacancy of Nicola Jenkins from 1 November 2021)
Adrian Ings
Nicola Jenkins (resigned 13 September 201)
Richard Kelly (resigned 31 March 2021)
Iain Kidson
Lorraine Thompson (resigned 31 March 2021)

The principal officers of the Executive Committee during the year were:

Chairman:	Christine Calder (resigned 31 March 2021) Janet Brown (acting until elected 27 September 2021)
Treasurer:	Richard Kelly (resigned 31 March 2021) Iain Kidson (acting until elected 27 September 2021)

The leasehold premises are now held in the name of The Public Custodian for Charities.

The main agents of the Association during the year were:

Bank: National Westminster Bank Plc, Ringwood Branch
Independent Examiner: Artema Limited

Structure, Governance and Management

The Association was constituted on 3rd June 1975, registration number 269698. It operates from the Avonway Community Centre, 36 Shaftesbury Street, Fordingbridge, Hampshire, SP6 1JF. The current constitution was adopted on 19th March 2007.

Trustees are elected by the members at the Annual General Meeting (normally held in May but deferred this year to September because of the pandemic). All Trustees meet as the Council twice per year and the oversight of day to day activities is delegated to an Executive Committee of Trustees.

During the year the Association employed a part-time manager and a centre manager assistant for day to day management and book-keeping (until 31st March). Both staff were “laid off” under the “furlough” scheme for part of the year. During this period the maintenance and limited operation of the Community Centre were in the hands of the officers with a particularly heavy burden being carried by Christine Calder.

Training for Trustees is offered, but not mandatory and new Trustees receive advice and assistance from those existing Trustees.

Objectives and Activities

The charitable objectives of the Association are to:

- promote the benefit of the inhabitants of Fordingbridge and its surrounding district without distinction of sex, sexual orientation or race or of political, religious or other opinions by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.
- establish or secure the establishment of a Community Centre and to maintain and manage the same in the furtherance of those objects.

When planning activities for the year, the Trustees of the Association paid due regard to the Charity Commissioners guidance on public benefit in deciding what activities it should undertake in the furtherance of these objectives. Because of the pandemic the ability of the Association to deliver effectively on its charitable objectives was severely limited. However, wherever possible within the constraints of the law and of adherence to Government guidance every effort was made to serve the community to the maximum practicable extent.

The Association operates the Avonway Community Centre, which has a range of rooms for use by community groups, clubs, charities and associations, some operated directly by the Association, others by third parties. (Avonway is a former school building, dating back to 1834, which is held on a long maintaining lease from the Diocese of Winchester). Rooms at Avonway are made available for use every day of the year.

Special Issues in 2021

In normal times the major risks to the Association are through decreased income because of over reliance on three major users of the facility or a major maintenance problem requiring substantial funding. The Council had in 2019 a business plan to address these and other perceived risks but it did not consider the risks of a pandemic which have had to be addressed as they arose. In 2021 both staffing and routine maintenance activities were reduced to a minimum to conserve the charity’s financial resources.

The apparent reduction in willingness of individuals in the community to serve as Officers, Trustees and volunteers was a prominent concern throughout the year. Initially a “word of mouth” approach to recruitment was applied with some success but by the end of the year reported it was clear that a more forceful alerting of the community was necessary. While not strictly a matter within the year under report it is proper to report that this had the desired effect and at the time of writing in early 2022, it is clear that there will be sufficient Officers and Trustees for the Association to continue.

Avonway continued to be assailed by the Covid-19 pandemic which resulted through the year in various statutory restrictions on our activities. The only user which was largely immune from the problems was our lessee the Stepping Stones Preschool Playgroup which continued to function but with attendance substantially reduced to children of key workers at some times. Towards the end of the year we were lawfully able to reopen to users but return of user groups has been slow, partly because of user concern about cross-infection risks, partly because of a shortage in volunteers and partly because some groups, notably lunch clubs for older residents have lost a significant proportion of their members.

Activities

In a normal year, each week the footfall at Avonway is around 1500 or so people of all ages and abilities who visit Avonway to benefit from and participate in the educational, recreational and leisure time activities, as offered by some 40+ different groups, clubs and organisations. A primary objective in the coming year will be to rebuild this user base, both to benefit the community and to ensure the future financial viability of the Association. At the time of this report about 2/3 of our users have returned or are planning to do so in 2022.

Throughout the pandemic the Association has maintained its provision for Avonway to be used as the area's Prepared Rest Centre in case of an emergency.

The Association owns and manages a Portakabin that is used on weekdays by the British Red Cross as a bespoke Mobility Aids Centre for the continuing benefit of elderly and/or differently abled members of the community. This activity has been sustained throughout the pandemic period.

In a normal year we would set out here all the normal activities which take place at Avonway. In the circumstances this is inappropriate. We hope to return to more normal activity in 2022. Meanwhile full details of our usual activities can be found in the 2019 Trustee report on the Charity Commission website.

Community Minibus

The Association owns and normally operates a community minibus for elderly and differently abled residents of the community, enabling them to participate in a variety of social, health and recreational activities, for example the Luncheon Club and the Stroke Club. This has been off the road for most of the year. Over recent years the demand for the minibus has declined and its role in the future provision of community transport has been reassessed. It is unlikely that the minibus will continue beyond spring 2022 but active consideration is being given to ways of continuing to support access to Avonway by users unable to make their own way.

Commitment of Individuals

The Association is very conscious that the maintenance of the Association and of the Avonway Community Centre during the closure period was a burden largely carried at some personal cost by the now past Chairman, Chris Calder. We are very grateful to her and to our two staff who agreed to flexible furlough while helping enthusiastically when we needed them to work.

Financial Review

The financial results of the Association for the year are set out on pages 8 to 14.

The Association has adopted a formal reserve policy principally:

- a) to provide a buffer against seasonal fluctuations in income,
- b) to ensure the cost of any urgent and unexpected building maintenance works is covered,
- c) to provide funds to meet contractual liabilities in the event of a temporary suspension of activity,
- d) to ensure the Association can meet its financial obligations to staff.

In the opinion of the Council a reserve of £25,000 (increased from £24,500 in 2020) should be maintained in order to ensure the aims of the policy can be met. This sum is based on the normal running costs in the first quarter which is the most expensive for the Association. These monies are in place and held in a designated account.

The financial position of the Association is secure as set out in the accounts. The Trustees anticipate that the shortfall in income arising from fluctuations in user activity following the pandemic can be weathered through the use of Covid business support grants for a period of two to three years. Accordingly a decision was taken after a year (2020) when rental rates were not increased to apply an increase for 2022 only taking account of inflation over 2020 and 2021. In taking this decision Trustees were aware of the threat of much higher costs in 2022 but sought to steer a middle path between affordability for users and securing the finances of the Association for the future. They took the view that to restrict the rental rise to a moderate figure was a proper use of the grant monies.

The minibus sub-committee have in the past controlled significant reserve funds while vehicle depreciation has been covered from the main F&DCA funds. Discussions will take place with accountants in the coming year on how properly to incorporate these funds into the general finances of the Association taking into account where appropriate their origin and the wishes of the original donors.

Developments – Current and Future

During the year the planned replacement of the roof of the main building was carried out and the Association is most grateful for the support of both Fordingbridge Town Council and New Forest District Council but most particularly for the support of user groups and generous individual donors. The total sum raised was sufficient to meet the whole cost without drawing upon the Association's general finances and the project was completed on time and on budget.

At year end, the Trustees are naturally concerned that the longer-term consequences of the Covid-19 pandemic for our services remain far from predictable. They are satisfied that careful financial management leaves us as well placed as possible to face the future.

Unfortunately, many of our user groups are heavily dependent on volunteers, frequently of mature years, and one unforeseen impact of the virus has been a drop in the number of people willing and able to return to these roles. This is an issue for many community charitable organizations and the Trustees hope that the re-emergence of community awareness which has arisen from the pandemic will have a positive effect.

Janeer Brown

.....
Mrs J Brown, Chairman

25th April 2022

.....
Date

FORDINGBRIDGE AND DISTRICT COMMUNITY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

I report to the Trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity's Trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



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YUVAL SALOMI, FCCA
ARTEMA LIMITED
1A KINGSBURY'S LANE
RINGWOOD
BH24 1EL

.....
29/4/22
Date

FORDINGBRIDGE AND DISTRICT COMMUNITY ASSOCIATION
Statement of Financial Activities for the year ended 31st December 2021

	2021	2020
Incoming Resources		
Donations and Legacies		
Donations (note 2b)	11,597	1,969
	11,597	1,969
Charitable Activities		
Room Hire	17,867	17,439
Annexe Lease	13,104	10,267
Medical Loan Facility	1,500	1,500
Carers Hub	-	389
Sunday Lunch Club	-	351
	32,471	29,946
Other Trading Activities		
Fund Raising	1,114	914
Minibus Income	453	1,914
Bar Sales	960	2,922
Photocopying Services	9	64
The Gate	-	3,896
Refreshments	-	54
	2,536	9,764
Investment Income		
Interest Received	6	39
Other		
Covid-19 Grants (note 2a)	23,766	20,726
Other Grants (note 2a)	32,300	17,183
Transferred to designated fixed assets	-	(17,183)
	56,066	20,726
Total Incoming Resources	£102,676	£62,244

FORDINGBRIDGE AND DISTRICT COMMUNITY ASSOCIATION
Statement of Financial Activities for the year ended 31st December 2021

	2021	2020
Total Incoming Resources	102,676	62,444
Resources Expended		
Raising Funds		
Fund Raising Expenses	305	422
Minibus Expenses	2,361	2,973
Bar	1,616	2,054
Photocopying Services	62	-
The Gate	-	4,515
	4,344	9,964
Charitable Activities		
Room Hire Bad Debts	-	219
Medical Loan Facility	500	500
Carers Hub	-	363
Sunday Lunch Club	-	729
	500	1,811
Other		
Wages (Note 3b)	15,984	21,235
Staff Pension (Note 3b)	420	423
Rent	462	375
Water and Sewerage	430	623
Repairs and Renewals	2,774	6,188
Roof project	42,728	-
Replacement of doors	-	22,190
Transferred to designated fixed assets	-	(22,190)
Light and Heat	4,489	5,647
Cleaning and Household	2,147	3,386
Insurance	5,469	4,651
Telephone and Internet	632	821
Subscriptions and Licences	910	1,504
Sundries and Administration	828	2,100
Accountancy	1,200	1,200
Professional Fees	924	-
	79,397	48,153
Incoming/(outgoing) resources	£18,435	£2,516
Less Depreciation:		
Minibus Depreciation	1,088	1,451
Depreciation of Leasehold Building	2,794	(948)
Depreciation of Fixtures	757	1,235
Loss on disposal of Fixed Assets	-	1,355
Net Incoming/(outgoing) resources	£13,796	(£577)

FORDINGBRIDGE AND DISTRICT COMMUNITY ASSOCIATION
Balance Sheet at 31st December 2021

	Notes	2021	2020
TANGIBLE FIXED ASSETS	1b & 4	190,461	195,100
CURRENT ASSETS			
Stock		960	1,181
Debtors	5	871	6,699
Cash at Bank and Building Society:			
Deposit Accs:			
Fund Raising		36,755	40,116
Minibus Reserve		12,610	14,710
Minibus General Fund		21,390	21,387
Reserve Account		25,005	15,503
Current Accs:			
Bar		7,433	8,604
General Account		21,728	16,043
100 Club		1,226	636
Minibus		1,161	1,246
The Gate		7,089	7,281
Cash in Hand		1,119	363
		137,347	133,869
Creditors: Amounts falling due within one year			
Creditors	6	11,339	26,296
		126,008	107,573
NET CURRENT ASSETS		126,008	107,573
Net Assets		£316,469	£302,673
FINANCED BY THE FUNDS OF THE CHARITY			
Unrestricted Income Funds	7		
Accumulated Fund		273,570	259,174
Medical Loan Facility Fund		19,507	17,111
Minibus Reserve		23,392	26,388
		£316,469	£302,673



.....
Dr I. Kidson
Treasurer

Date 25th April 2022
For and on behalf of the Managing Trustees

FORDINGBRIDGE AND DISTRICT COMMUNITY ASSOCIATION
Notes to the Accounts
for the year ended 31st December 2021

1. ACCOUNTING POLICIES

a) Basis of Preparation

The financial statements have been prepared under the Historical Cost Convention. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

b) Fixed Assets

The cost of fixed assets is written off over their expected useful lives at the following annual rates in order to write them down to their estimated residual value.

- **Leasehold Premises** – At equal instalments over the 99 year lease which expires on 31st March 2088.
- **Fixtures & Equipment** – Straight line over ten years.
- **Website Computers and Computer Equipment** – Straight line over three years
- **Motor Vehicle** – 25% reducing balance

2.

	2021	2020
a) GRANTS		
New Forest District Council Covid-19 Business Support Grant	17,303	11,334
Coronavirus Job Retention Scheme ('Furlough')	6,463	9,392
TH Russell Charitable Trust	-	17,183
Fordingbridge Town Council - roof	10,000	-
New Forest District Council - roof	22,300	-
b) DONATIONS		
Fordingbridge Rotary Club	-	571
Bridge Club	-	700
Others - roof project	11,597	698
	£11,597	£1,969

The roof grants from the Fordingbridge Town Council and New Forest District Council were put towards their designated purpose of expenditure on the Association's roof project during the year, along with all of the donations collected for this purpose.

FORDINGBRIDGE AND DISTRICT COMMUNITY ASSOCIATION
Notes to the Accounts
for the year ended 31st December 2021

3. TRUSTEES AND STAFF

- a) The Trustees receive no remuneration. They were reimbursed £1,222 (2020 - £913) for expenses and project costs on the production of valid receipts.
- b) Staff numbers and costs

Wages	15,984	21,235
Staff Pension	420	423
	£16,404	£17,510
 Number - Administration and Bookkeeping	 2	 2

4. TANGIBLE FIXED ASSETS

	Total	Leasehold Premises	Fixtures & Equipment	Computer Equipment	Motor Vehicles
COST					
At 1 st January 2021	291,829	248,002	8,082	3,143	32,602
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 st December 2021	291,829	248,002	8,082	3,143	32,602
DEPRECIATION					
At 1 st January 2021	96,729	60,793	4,542	3,143	28,251
Charge for the year	4,639	2,794	757	-	1,088
Disposals	-	-	-	-	-
At 31 st December 2021	101,368	63,587	5,299	3,143	29,339
NET BOOK VALUE					
At 31 st December 2021	£190,461	£184,415	£2,783	£-	£3,263
At 31 st December 2020	£195,100	£187,209	£3,540	£-	£4,351

FORDINGBRIDGE AND DISTRICT COMMUNITY ASSOCIATION
Notes to the Accounts
for the year ended 31st December 2021

	2021	2020
5. DEBTORS		
Trade Debtors	871	195
Prepayments and Accrued Income	-	5,801
Other Debtors	-	703
	£871	£6,699

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2021	2020
Trade Creditors	795	2,827
Other Creditors	79	60
Other Taxes and Social Security	272	-
Accruals and Deferred Income	2,596	15,166
Carer's Hub Grant Deferred	7,623	7,975
Net Wages	-	268
	£11,339	£26,296

Grant income of £7,623 in relation to the Carer's Hub is held as a liability at the year end to reflect the receipt by the Association on behalf of the Carer's Hub.

7. UNRESTRICTED INCOME FUNDS

	Total	Accumulated Fund	Medical Loan Facility	Minibus Reserve
At 1.1.21	302,673	259,174	17,111	26,388
Transfers	-	-	-	-
Net incoming/(outgoing) resources for year	13,796	14,396	2,396	(2,996)
At 31.12.21	£316,469	£273,570	£19,507	£23,392

FORDINGBRIDGE AND DISTRICT COMMUNITY ASSOCIATION
Notes to the Accounts
for the year ended 31st December 2021

8. LEASE COMMITMENTS

As shown in note 1(b) the Association has a long lease on its premises to 31st March 2088 at £375 p.a.

9. CONTINGENT LIABILITIES

There were no contingent liabilities at the year-end (2020 - none).

10. RELATED PARTIES

Details of expenses reimbursed to Trustees are contained in note 3(a).

The grant income received from Co-Op in respect of the services provided by the Carer's Hub is held on behalf of the Carer's Hub by the Association.

During part of the year, until 31 March 2021, Lorraine Thompson, one of the Association's Trustees, was also the Chair and Trustee of Stepping Stones Pre-School Playgroup, a registered charity, which is a lessee of the Association.