

## **TOTTON AND ELING COMMUNITY ASSOCIATION TRUSTEES' ANNUAL REPORT for the year ended 31st March 2019**

The Association runs a busy Community Centre in the heart of Totton. With four rooms of varying sizes, it is a popular venue for many local groups and societies offering a wide range of recreational, educational and social welfare activities, some of which are organised by our own staff and volunteers. We try to help organisations meet the need of their patients/clients where funding has been cut or withdrawn by offering facilities for their meetings and helping them find local funding.

A number of NHS services continue to make regular use of our rooms for Diabetic Eye Screening, Cardiac Rehabilitation, Heart Failure Nurse and Balance Classes.

There are group activities for people with other special needs, one-to-one counselling, regular events for the blind and visually impaired, and for those recovering from stroke. A weekly Seated Exercise class provides a gentle workout in a social setting followed by tea and biscuits. A Kurling Club gives scope for a little more movement.

For those with more energy Square Dancing provides a very affordable activity in a friendly social atmosphere. Other types of Dance include Ballet, Classical and Ballroom. All these are taught enthusiastically and to a high level at the Centre. Ballet is very popular with children for whom there is professional instruction provided on most days.

There are a number of groups that cater for parents with younger children. Mothers with young babies can get professional advice from Health Visitors at our free Baby Clinic, and during School Terms we run our own weekly Soft Play session.

Other community needs are met by regular drop-in sessions and repair workshops.

The visual arts are represented at the Centre by an annual art exhibition in which the works of local artists are on display for a week. Other crafts are encouraged at the Centre. Our own staff and volunteers have again organised special Craft Days for children in the school holidays. There is a Lace Group, a Sewing Group and the Association has its own Quilters Group.

We have music too, a ukelele group, a close-harmony singing group, as well as a regular Singing Afternoon complete with a buffet tea.

We host a very popular weekly Lunch Club that is sponsored and run by Age Concern, and a church group offers a warm welcome for all to its free monthly Coffee Morning.

Throughout most of the year, in partnership with the Totton and Eling Town Council, we run a monthly Sunday Car Boot Sale in the Council's nearby Car Park.

The main winter fund raising event was our annual Christmas Fayre complete with Santa's Grotto. We also organised a free Children's Christmas Party with another visit from Santa Claus who, with funding from our donors, was able to distribute quality gifts to the children attending. Other affordable Children's Parties were held for Easter and Halloween.

During the year plans were made to build and run a Men's Shed and this became a major Fund raising project. It has generated sufficient financial support and local interest to enable us to secure an adjoining council-owned site on which we have planned to erect our Shed, hopefully in the spring of 2020, to be equipped and opened for use by an already active team of both male and female Shedders later in the year.

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# TOTTON & ELING COMMUNITY ASSOCIATION (INCORPORATING MEN'S SHED)

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## ACCOUNTS

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For the year ended 31 March 2019

Income and Expenditure Account

Balance Sheet

Cash flow Statement

# Financial Statement

## REPORT OF THE AUDITORS

### TO THE MEMBERS OF THE

### TOTTON AND ELING COMMUNITY ASSOCIATION (incorporating Mens Shed)

We have audited the Financial Statements which have been prepared under the historical cost convention.

#### **Respective Responsibilities of the Trustees and Auditors**

The Society's Trustees are responsible for the preparation of the Financial Statements. It is our responsibility to form an independent opinion based on those statements and to report an opinion to you.

#### **Basis of Opinion**

We conducted an audit in accordance with the relevant Auditing Standards. An audit includes an examination of the accounts on a test basis of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of estimates and judgements made by the Trustees in the preparation of the Financial Statements and whether the accounting policies utilised are appropriate to the Societies circumstances and are consistently applied and adequately disclosed.

We planned and performed the audit in order to obtain all the relevant information and explanations which are considered necessary to provide us with sufficient evidence to give us reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud, other irregularities or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the Financial Statements.

#### **Opinion**

In our opinion, the Financial Statements give a true and fair view of the state of the Society's affairs as at the 31<sup>st</sup> March 2019 and of its profit for the period and comply with the financial provisions laid down in the Society's constitution.

John Adams – Cost Management. 12, Allerton Close TOTTON Southampton SO40 2GQ

	£ 2019 Men Shed (restricted)	£ 2019 Comm Centre	£ 2019 Total	£ 2018	£ 2018
<b>INCOME</b>					
Rental and Hire Receipts		49,218	49,218		46,806
Bank Interest		13	13		14
Other Income (Note 1)	12,711	10,139	22,850		8,747
<b>TOTAL INCOME</b>	<b>12,711</b>	<b>59,370</b>	<b>72,081</b>		<b><u>55,567</u></b>
<b>EXPENDITURE</b>					
Rent		21,965		21,202	
Centre Administrators Salaries and Related Costs		20,974		19,271	
Insurance		602		600	
Licences & Subscriptions		1,234		1,234	
Repairs and Renewals		850		301	
Telephone and Internet		550		569	
Postage, Printing and Stationery		1,010		874	
Advertising		-			
Professional Fees		100		100	
Sundry Expenses	59	754		577	
Seated Exercise Tutor		1,440		1,390	
Refreshments		395		128	
Donations					
Community Singing		657		508	
Depreciation - Stage		146		195	
Depreciation- Equipment		497		621	
Write off bad debts		385			
Training					
Special Events/Xmas		1,512		1,926	
<b>TOTAL EXPENDITURE</b>	<b>59</b>	<b>53,071</b>	<b>53,130</b>		<b>49,496</b>
<b>Surplus - Loss for Year</b>	<b>12,652</b>	<b>6,299</b>	<b>18,951</b>		<b>6,071</b>

**Balance Sheet as at 31 March 2019**

	£ 2019 Restricted	£ 2019	£ 2019	£ 2019	£ 2018	£ 2018
<b><u>Fixed Assets</u></b>						
Equipment				1,986		2,483
Potable Stage				440		586
				<u>2,426</u>		<u>3,069</u>
<b><u>Current Assets</u></b>						
Cash in Bank- Investment Income		25,073	25,073		25,060	
Cash in Bank - Current Account	12,652	27,549	40,201		20,475	
Cash a/c		44	44		29	
Debtors		3,814	3,814		3,543	
Unexplained diff		-226	-226			
		<u>56,254</u>	<u>68,906</u>		<u>49,107</u>	
<b><u>Current Liabilities</u></b>						
Creditors		535	535		330	
Net Current Assets				68,371		48,777
				<b>70,797</b>		<b>51,846</b>
<b><u>Financed By:-</u></b>						
<b><u>General Funds</u></b>						
Balance as at 1st April 2018				51,846		45,775
Profit/-Loss for year	12,652	6,299		18,951		6,071
				<b>70,797</b>		<b>51,846</b>

## Totton & Eling Community Association Note 1 and Cash Flow Statement 2019

<b>Note 1</b>	<b>£</b> <b>2019</b>	<b>£</b> <b>2019</b>	<b>£</b> <b>2019</b>	<b>£</b> <b>2018</b>
	Men Shed	Com Centre	<b>Total</b>	
<b>Other Income</b>				
Book Sales		192	192	373
Deposits			0	
Donations	10,215		10,215	119
Singing Afternoon		1,299	1,299	1,118
Car Boot Sales	1,029		1,029	798
Community Sales		2,423	2,423	1,027
Events		765	765	248
Quilters		656	656	536
Seated Exercise		1,962	1,962	2,363
Subscriptions	500	339	839	272
Sundry	967	456	1,423	1,170
Funding		2,047	2,047	725
	<b>12,711</b>	<b>10,139</b>	<b>22,850</b>	<b>8,749</b>

## Totton & Eling Community Association Note 1 and Cash Flow Statement 2019

<b>Income for Year</b>		
Rental and Hire Receipts	49,072	46,806
Bank %	13	14
Other income	23,018	8,747
<b>Expenses</b>	<b>-53,130</b>	<b>-49,496</b>
<b>Depreciation</b>	<b>643</b>	<b>816</b>
<b>Increase in Debtors</b>	<b>-271</b>	<b>-239</b>
<b>Unexplained Diff</b>	<b>234</b>	
<b>Increase in Creditors</b>	<b>205</b>	<b>203</b>
<b>Increase in Funds</b>	<b>19,784</b>	<b>6,851</b>
<b>Cash</b>		
Opening Cash Balances		
Bank Current	-20,475	-13,533
Bank Investment	-25,060	-25,046
Petty Cash	-29	-135
Closing Cash Balances		
Bank Current	40,231	20,475
Bank Investment	25,073	25,060
Petty Cash	44	29
<b>Increase in Cash Balances</b>	<b>19,784</b>	<b>6,851</b>

## **Totton & Eling Community Association & Men's Shed Financial Statement 2019**

### **Community Centre**

During 2019 Income increased by £3,803 compared with 2018 due to:

- (a) Increase in number of funds received from Rental and Hire Receipts of £2,412
- (b) Increase in number of funds from Other Income of £1,391

During 2019 Expenditure increased by £3,575 compared with 2018: Major items as follows

- (c) Increase in Admin salaries & related costs £1,703
- (d) Increase in Rent £763
- (e) Office Computer etc £550
- (f) Unexplained difference £385

The result is the Surplus for the year of £6,299

We reported last year that we hoped to have a full double entry system of bookkeeping. Unfortunately, we have not achieved that improvement yet. Consequently, there continue to be unexplained differences. The difference this year is £226 which is 0.4% of turnover. Within this qualification we are confident the accounts materially present a true and fair view.

### **Men's Shed**

Income was £12,711 and expenditure £59.

Approved by the Committee of the Totton & Eling Community Association and Men's Shed on July 18th, 2019 and signed on its behalf by:

Paul Hosking (Hon Treasurer)

Alan Gerrey (Chairman)

Dated:

Dated:

Chris Compton (Chairman Men's Shed)

Dated:



