

Charity registration number: 300236

Bourne End (Buckinghamshire) Community Association

Annual Report and Financial Statements

for the Year Ended 31 December 2024

Bourne End (Buckinghamshire) Community Association

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Bourne End (Buckinghamshire) Community Association

Reference and Administrative Details

Chairman	Mr D G Foster
Secretary	Ms D I Hall
Vice Chair	Mrs M Hurley
Treasurer	Mr T Quantrill
Charity Registration Number	300236
Principal Office	The Community Centre Wakeman Road Bourne End Buckinghamshire SL8 5SX
Independent Examiner	Sterling Grove Accountants Limited Fawley House 2 Regatta Place Marlow Road Bourne End Buckinghamshire SL8 5TD
Bankers	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

Bourne End (Buckinghamshire) Community Association

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2024.

Objectives and activities

Objects and aims

The charity's Objects are to promote such Charitable Purpose or Charitable Purposes as the Trustees shall in their absolute discretion think fit. Such Objects include but are not limited to the following:

- to promote the benefit of the inhabitants of Bourne End and Wooburn and the neighbourhood together defined in the Wooburn and Bourne End, Little Marlow and Hedsor Parishes
- to maintain and manage the Bourne End Community Centre
- to promote such other charitable purposes as may from time to time be determined

The objects of the Association are to:

- a) promote the benefit of the inhabitants of Bourne End & Wooburn and the neighbourhood together defined by Wooburn and Bourne End, Little Marlow and Hedsor Parishes (hereinafter called "the area of benefit") without distinction of sex, sexual orientation, 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;
- b) establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co- operation with any local authority or other person or body) in furtherance of these objects.
- c) promote such other charitable purposes as may from time to time be determined.

Objectives, strategies and activities

The Community Centre

The Association manages Bourne End Community Centre, which was opened in 1967. The Centre building and land is leased from Buckinghamshire County Council on a 99-year lease at a peppercorn rent. This property is held in trust by the Official Custodian for Charities.

The Association has two employees - one full-time and another part time both working in the Centre Office providing administrative and facilities support. The Association depends upon the continuing support of volunteers from all parts of the community for all other support and management.

The Association's aim has always been to provide first class facilities at affordable prices for voluntary organisations serving the local community. Our halls and meeting rooms are usually filled with the sound of music, drama, sport, exercise and historical research – undertaken by groups from pre-school age to 'seniors'. We are also delighted to continue to play host to Headway, a charity helping those who have suffered brain injury.

Public benefit

We have five halls/rooms which can be hired to groups or individuals from the local community and surrounding area.

In addition to our own events, activities for the local community include three coffee mornings, a visiting podiatrist and Good Neighbours lunches in conjunction with Wye Valley Volunteers.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

The return to surplus seen in 2023 continued through 2024 but to a slightly lesser extent, largely down to static letting income and lower Target receipts. Paula Riley continued to contribute hugely to the Centre in her role as Centre Manager, taking some of the administrative burden from the officers. The bar continued with its longer trading hours and turned a very healthy profit. Peter Lim, the Bar Manager for several years, resigned at the end of November.

The CCTV system installed in 2023 was expanded a little in 2024. Much work focused on improving office systems and resilience, with the commencement of a move to Google Non-profit, including cloud storage of all our data, and with the introduction of an online 'knowledgebase' – a repository for storing information, procedures, etc. for easy access. An access audit of the Centre was carried out with the view to applying for a Parish Council grant to make a number of changes to the Centre. Towards the end of the year investigations were started looking into the possibility of holding a regular Repair Café in the Centre. Other achievements of the Association in 2024 were largely governance based, with the updating of the Health & Safety policy and the introduction of a Safeguarding policy and a Complaints procedure. It was decided to start preparations for converting the unincorporated charity into a Charitable Incorporated Organisation.

The beginning of the year saw the start of a new volunteer handyman, who has worked hard over the year getting minor maintenance issues sorted out. The lighting in the May Woollerton Hall and the corridors was replaced, the leaking roof was dealt with, and the tables in the Wye Room were revarnished. Kathy Jackson, who had kept the front borders looking colourful, stopped doing our gardening. Caring for the plants was taken on by Tony Crossman and Tracy Greenfield, and a company was employed to do the mowing and garden maintenance. An acer was bought and planted in memory of Dave Gibson, who passed away at the end of 2023.

The events programme continued to grow. A full schedule of films was shown, with the most popular (One Life) being shown twice. Various music events were held in the main hall and in the bar, with local names such as Andrew Bourn and Straight Eight playing to a packed May Woollerton Hall, and the more intimate centreJazz and centreRock in the bar. The year started as usual with a very successful panto – Puss in Boots – and ended with the carol concert. The regular coffee mornings went from strength to strength with funds being raised for good causes such as Versus Arthritis, and also for our own Target. The summer saw a very successful exhibition of Ken Townsend's postcards of the village, and also our second all-Centre Summer Fete.

The Association sections have continued to make good use of the Centre: as well as presenting the pantomime mentioned above, Forum Players raised funds through a successful quiz in the summer. Short Mat Bowls still meets twice a week and its membership is growing. Darts finished third in the Winter League and were runners-up in the Challenge Cup; new members have allowed their continuation in the league. The Chess Club meets regularly for matches and casual play, and hosts an Annual Chess Congress, attracting players from far afield. The new Bourne End Bucks One Place Study Society was affiliated into the Association.

The organising team of Fun Night became an integral part of the Association in 2024, reporting direct to the Management Team. The 2024 Fun Night proved very successful, despite a dreadful weather forecast for the evening. The Community Market continues to use the May Woollerton Hall, the Target Room and the car park once a month.

2024 marked the 60th anniversary of Target, and this was marked in the magazine with stories and pages from its first year. A bumper anniversary issue was produced in June, reverting to the original 40-page format rather than the reduced 36-page one. Target continues to struggle as advertising revenue continues to fall, but costs rise. Donations in 2024 were down on the fundraising year of 2023, but continue to help the magazine.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Financial review

The end of 2024 showed a mixed position in the financial state of the charity: income increased slightly from £160,519 to £164,017 largely due to an increase to the occupation licence to Bourne End Community Trading Ltd (£38,000 compared to £31,000 in 2023). Fundraising income also increased significantly.

Target sustained a loss of almost £5,500 for the year, largely down to reduced donations and advertising income.

Overheads in 2024 were around £7,000 higher than in 2023, with increased expenditure on salaries, cleaning and maintenance. Power costs were £3,000 below the previous year.

The effect of an adjustment for irrecoverable VAT in 2024 was £5,694

This resulted in a year-end operating surplus of £4,188, somewhat lower than the £14,270 generated in 2023.

Year-end reserves stood at £216,715 compared to £212,527 in 2023.

Policy on reserves

Our existing policy is to hold between six- and twelve-months annual expenditure as a real reserve. We define real reserves as net current assets. This differs from the general reserve appearing on the Balance Sheet by excluding capitalised expenditure on the fabric of the building and on fixtures and fittings which would be worthless should they need to be sold. Our net current assets at the end of 2024 were £166,927. This represents about 13 months of expenditure, excluding depreciation at the end of 2024.

Plans for future periods

Aims and key objectives for future periods

Our future plans include making a number of changes based on the access audit commissioned in the summer of 2024, such as redesigning the area in front of the front doors to make access to the Centre much easier for those with mobility issues and in wheelchairs. There are also plans to install a modern hearing-loop system through most of the Centre. We also hope to change the layout of the building in order to integrate the Target Room much more into the main part of the building. We are hoping to access a Parish Council grant for some of the costs involved.

We need to attract new members and would encourage all users to become members of the Association. We also ask existing members to encourage friends and neighbours to join us at the Community Centre.

There is always a need for volunteers to become actively involved in the running of the Association as without a band of willing volunteers the Community Centre would not exist.

Structure, governance and management

Nature of governing document

The charity was constituted on 14th May 1964 and is governed by the constitution last amended on 14th April 2003, it is an unincorporated association.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Recruitment and appointment of trustees

Trustees are nominated by each Section of the Association, Affiliated Group Member and Statutory Authority. These are appointed each year at the Annual General Meeting. The AGM also elects a number of the individual members as Trustees to represent them. The Trustees can appoint new Trustees to fill vacancies.

The Trustees who served during the year are as shown below. All Trustees give their time freely and no Trustee remuneration was paid in the year. The major risks to which the charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks.

Arrangements for setting key management personnel remuneration

The pay review is carried out by the Officers and a recommendation is made to the Management Team for their approval.

Trustees

The following persons served as Trustees in the year:

Kath Acres	Martin Donlan	Mike Judge	Andrew Smith
David Algar	Dave Foster	Karen Larkin	Rose Start
Mike Bellamy	Roger Gould	John Marsh	Barrie Thomas
Clive Bourne	Tracy Greenfield	Liz Payne	Sue Wagner
Val Clark	Diane Hall	Barrie Penfold	Pete Webb
Jane Clarke	Bill Hudson	Trevor Quantrill	David Whittaker
Pauline Clitheroe	Myra Hurley	Peter Robins	Roger Wort
Roger de Coverley	Paul Hurley	Leigh Robinson	Tony Crossman
Liz Hutton	Pat Semon		

We are grateful for the support of all our trustees. Our thanks to everyone who is involved in the Management Team particularly our Chairman, David Foster, Vice Chair, Myra Hurley, Treasurer, Trevor Quantrill, and all the members of the Events, Stage, Maintenance, Grants, Target, Cinema, Fun Night and Finance Teams. Our thanks also to our staff, both full and part time, who provide such excellent support for all who use the Centre.

How the charity makes decisions.

The management structure of the charity is as follows:

The Officers consist of Chairman, Vice Chairman, Secretary, and Treasurer

The Management Team, consisting the above plus individuals who have been elected by the trustees to be involved in the running of the centre some of which are involved in the teams mentioned below.

Various Teams such as Publicity, Events, Maintenance, Target who actively develop ideas and proposals to improve and develop the offerings to the local community.

At the regular Management meeting the Officers and Teams report to the Management meeting and proposals are discussed and a decision is made whether to recommend to the Trustees at the next Trustee Meeting.

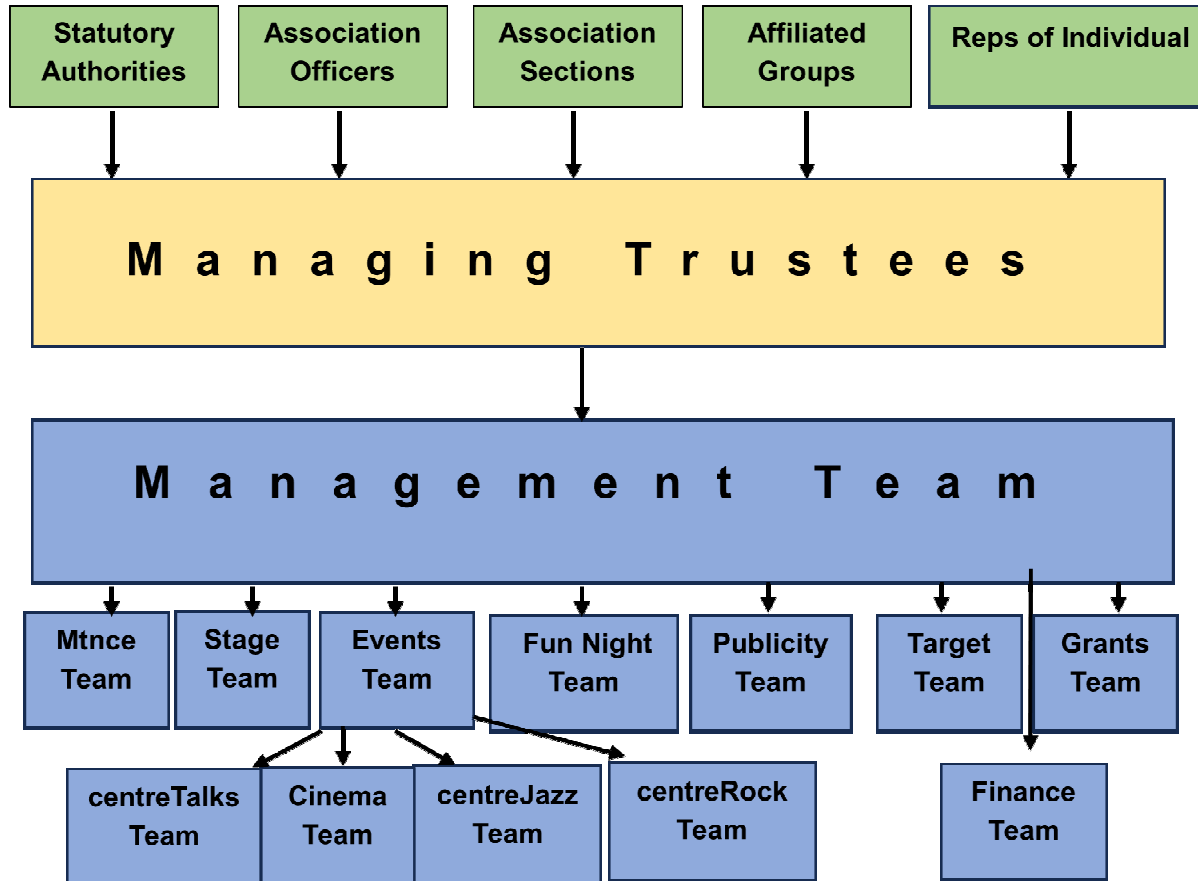
The day to day running managing of the centre is carried out by the Centre Manager.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Organisational structure

The Management of the Charity is as shown below:



Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Relationships with related parties

Bourne End Community Trading Ltd

The company runs the bar at the Community Centre and the charity charge an occupation licence to the company when a profit is made.

The charity charged the company £38,000 for Occupation licence in 2024

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Cash flow risk

The charity maintains a high level of cash reserves to mitigate cash flow risk .

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables. The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

Liquidity risk

The charity seeks to manage financial risk by ensuring sufficient liquidity is available to meet foreseeable needs and to invest cash assets safely and profitably.

The annual report was approved by the trustees of the charity on and signed on its behalf by:

.....
Mrs M Hurley
Acting Chair

Bourne End (Buckinghamshire) Community Association

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities 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 charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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 Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on and signed on its behalf by:

.....

Mrs M Hurley
Acting Chair

Bourne End (Buckinghamshire) Community Association

Independent Examiner's Report to the trustees of Bourne End (Buckinghamshire) Community Association

I report to the trustees on my examination of the accounts of Bourne End (Buckinghamshire) Community Association for the year ended 31 December 2024.

Responsibilities and basis of report

As the charity trustees of Bourne End (Buckinghamshire) Community Association 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 Bourne End (Buckinghamshire) Community Association'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 by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of Bourne End (Buckinghamshire) Community Association as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting 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.

.....
Gianni Pietro Amasanti
FCCA

Fawley House
2 Regatta Place
Marlow Road
Bourne End
Buckinghamshire
SL8 5TD

Date:.....

Bourne End (Buckinghamshire) Community Association

Statement of Financial Activities for the Year Ended 31 December 2024

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	2	3,380	3,005	6,385
Charitable activities	3	106,086	3,659	109,745
Investment income	4	4,787	-	4,787
Other income	5	43,100	-	43,100
Total income		<u>157,353</u>	<u>6,664</u>	<u>164,017</u>
Expenditure on:				
Raising funds	6	(2,003)	-	(2,003)
Charitable activities	7	(151,552)	(6,274)	(157,826)
Total expenditure		<u>(153,555)</u>	<u>(6,274)</u>	<u>(159,829)</u>
Net income		<u>3,798</u>	<u>390</u>	<u>4,188</u>
Net movement in funds		3,798	390	4,188
Reconciliation of funds				
Total funds brought forward		<u>209,258</u>	<u>3,269</u>	<u>212,527</u>
Total funds carried forward	19	<u>213,056</u>	<u>3,659</u>	<u>216,715</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	2	4,182	1,460	5,642
Charitable activities	3	105,566	10,800	116,366
Investment income	4	3,532	-	3,532
Other income	5	34,979	-	34,979
Total income		<u>148,259</u>	<u>12,260</u>	<u>160,519</u>
Expenditure on:				
Raising funds	6	(1,707)	-	(1,707)
Charitable activities	7	(132,192)	(12,350)	(144,542)
Total expenditure		<u>(133,899)</u>	<u>(12,350)</u>	<u>(146,249)</u>
Net income/(expenditure)		14,360	(90)	14,270
Gross transfers between funds		<u>7,391</u>	<u>(7,391)</u>	-
Net movement in funds		21,751	(7,481)	14,270
Reconciliation of funds				
Total funds brought forward		<u>187,507</u>	<u>10,750</u>	<u>198,257</u>
Total funds carried forward	19	<u>209,258</u>	<u>3,269</u>	<u>212,527</u>

All of the charity's activities derive from continuing operations during the above two periods.

Bourne End (Buckinghamshire) Community Association

Statement of Financial Activities for the Year Ended 31 December 2024 (continued)

The funds breakdown for the two periods is shown in note 19.

Bourne End (Buckinghamshire) Community Association

(Registration number: 300236)

Balance Sheet as at 31 December 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	14	49,788	54,030
Current assets			
Debtors	15	19,565	41,745
Cash at bank and in hand	16	<u>188,779</u>	<u>156,585</u>
		208,344	198,330
Creditors: Amounts falling due within one year	17	<u>(41,417)</u>	<u>(39,833)</u>
Net current assets		<u>166,927</u>	<u>158,497</u>
Net assets		<u>216,715</u>	<u>212,527</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		3,659	3,269
Unrestricted income funds			
Unrestricted funds		<u>213,056</u>	<u>209,258</u>
Total funds	19	<u>216,715</u>	<u>212,527</u>

The financial statements on pages 10 to 27 were approved by the trustees, and authorised for issue on and signed on their behalf by:

.....
Mrs M Hurley
Acting Chair

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Bourne End (Buckinghamshire) Community Association meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received.

Investment income

Interest is recognised on an accruals basis and included in the period in which it relates to.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Government grants

Government grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixture, fittings and equipment	10-25% straight line basis
Leasehold improvements	2-10% straight line basis

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

These are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Donations and legacies;				
Donations from individuals	688	-	688	2,026
Grants, including capital grants;				
Grants from parish council	-	1,050	1,050	1,550
Other grants	-	1,955	1,955	(90)
Individual subscriptions and affiliation fees	2,692	-	2,692	2,156
	3,380	-	6,385	5,642

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Room Hire	65,074	-	65,074	67,721
Target magazine	22,284	3,659	25,943	34,938
Events	18,728	-	18,728	13,707
	106,086	3,659	109,745	116,366

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

4 Investment income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Interest receivable and similar income;			
Interest receivable on bank deposits	4,787	4,787	3,532

5 Other income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Solar panel generated income	5,100	5,100	3,979
Occupation licence	38,000	38,000	31,000
	43,100	43,100	34,979

6 Expenditure on raising funds

Other costs of generating donations and legacies

	Note	Unrestricted funds General £	Total funds £
Wages and salaries		1,831	1,831
Social security costs		119	119
Pension costs		53	53
Total for 2024		2,003	2,003
Total for 2023		1,707	1,707

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

7 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Room Hire		53,384	-	53,384	50,880
Target magazine		27,749	3,659	31,408	30,604
Events		8,683	2,615	11,298	10,116
Depreciation, amortisation and other similar costs	9	7,517	-	7,517	8,768
Staff costs	8	30,046	-	30,046	25,594
Allocated support costs	8	8,733	-	8,733	10,005
Governance costs	8	15,440	-	15,440	8,575
		<u>151,552</u>	<u>6,274</u>	<u>157,826</u>	<u>144,542</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

8 Analysis of governance and support costs

Support costs allocated to raising funds

		Staff costs	Total
	Basis of allocation	£	2024
Costs of generating donations and legacies	5%	2,003	2,003
			Total
	Basis of allocation	£	2023
Costs of generating donations and legacies	5%	1,707	1,707

Support costs allocated to charitable activities

		Staff costs	Administration	Total
	Basis of allocation	£	costs	2024
			£	£
Room Hire	60%	24,037	6,986	31,023
Target magazine	5%	2,003	873	2,876
Events	10%	4,006	873	4,879
		30,046	8,732	38,778
				Total
	Basis of allocation	£	Administration	2023
			costs	£
Room Hire	60%	20,476	8,003	28,479
Target magazine	5%	1,706	1,001	2,707
Events	10%	3,412	1,001	4,413
		25,594	10,005	35,599

Support costs allocated to other expenditure

		Staff costs	Total
	Basis of allocation	£	2024
Governance	20%	8,012	8,012

Support costs allocated to other expenditure

		Staff costs	Total
	Basis of allocation	£	2023
Governance	20%	6,824	6,824

Basis of allocation

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

Reference	Method of allocation
Staff costs	Employment costs have been allocated by the Honorary Treasurer on the basis of time spent as a percentage basis except for one employee that has been fully allocated to charitable activity- Room hire.
Administration costs	Administration costs have been allocated to where costs attributed.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

Governance costs

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Staff costs			
Wages and salaries	7,326	7,326	6,242
Social security costs	475	475	410
Pension costs	211	211	172
Independent examiner fees			
Examination of the financial statements	500	500	500
Other fees paid to examiners	925	925	925
Other governance costs	6,003	6,003	326
	15,440	15,440	8,575

9 Net incoming/outgoing resources

Net incoming resources for the year include:

	2024 £	2023 £
Depreciation of fixed assets	7,517	8,768

10 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

11 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	36,629	31,212
Social security costs	2,375	2,052
Pension costs	1,057	861
	<u>40,061</u>	<u>34,125</u>

The monthly average number of persons (including senior management team) employed by the charity during the year

	2024 No	2023 No
Administration	<u>2</u>	<u>2</u>

No employee received emoluments of more than £60,000 during the year

12 Independent examiner's remuneration

	2024 £	2023 £
Examination of the financial statements	<u>500</u>	<u>500</u>
Other fees to examiners		
All other services	<u>925</u>	<u>925</u>

13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

14 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
Cost			
At 1 January 2024	147,842	202,887	350,729
Additions	-	3,275	3,275
	147,842	206,162	354,004
At 31 December 2024	147,842	206,162	354,004
Depreciation			
At 1 January 2024	113,843	182,856	296,699
Charge for the year	1,602	5,915	7,517
	115,445	188,771	304,216
At 31 December 2024	115,445	188,771	304,216
Net book value			
At 31 December 2024	32,397	17,391	49,788
At 31 December 2023	33,999	20,031	54,030

Included within the net book value of land and buildings above is £Nil (2023 - £Nil) in respect of freehold land and buildings and £32,397 (2023 - £33,999) in respect of leaseholds.

15 Debtors

	2024 £	2023 £
Trade debtors	16,874	3,966
Prepayments	485	2,830
VAT recoverable	-	2,289
Other debtors	2,206	32,660
	19,565	41,745
	19,565	41,745

16 Cash and cash equivalents

	2024 £	2023 £
Cash on hand	123	128
Cash at bank	188,656	156,457
	188,779	156,585
	188,779	156,585

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

17 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	1,388	8,508
Other taxation and social security	1,266	844
VAT payable	5,866	-
Pension contributions unpaid	224	277
Other creditors	5,046	4,630
Accruals	3,330	4,520
Deferred income	3,345	3,697
	<u>20,465</u>	<u>22,476</u>
Balances held for Sections	<u>20,952</u>	<u>17,357</u>
	<u>41,417</u>	<u>39,833</u>
	2024 £	2023 £
Deferred income at 1 January 2024	3,697	4,351
Resources deferred in the period	3,345	3,697
Amounts released from previous periods	<u>(3,697)</u>	<u>(4,351)</u>
Deferred income at year end	<u>3,345</u>	<u>3,697</u>

18 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £1,057 (2023 - £861).

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

19 Funds

	Balance at 1 January 2024 £	Incoming resources £	Resources expended £	Balance at 31 December 2024 £
Unrestricted funds				
<i>General</i>				
General fund	209,258	157,353	(153,555)	213,056
Restricted funds				
Target magazine	-	3,659	(3,659)	-
Parish Council grants	2,609	1,050	-	3,659
Andrew Bourn show	660	500	(1,160)	-
Summer Fete	-	1,455	(1,455)	-
	3,269	6,664	(6,274)	3,659
Total funds	212,527	164,017	(159,829)	216,715

	Balance at 1 January 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2023 £
Unrestricted funds					
<i>General</i>					
General fund	187,507	148,259	(133,899)	7,391	209,258
Restricted funds					
Target magazine	-	10,800	(10,800)	-	-
Parish Council grants	10,000	1,550	(1,550)	(7,391)	2,609
Andrew Bourn show	-	660	-	-	660
Callingham Foundation	750	(750)	-	-	-
	10,750	12,260	(12,350)	(7,391)	3,269
Total funds	198,257	160,519	(146,249)	-	212,527

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

The specific purposes for which the funds are to be applied are as follows:

Target magazine

The Target magazine fund is where donations are received and restricted to be used on the running of the magazine.

Parish Council

The Parish Council fund was established in 2021 when a specific grant was received to help with the purchase of new chairs and outdoors seating for the centre, however these funds are yet to be fully utilised and will be available to spend of these specific items in 2024.

The council also donated monies in the year towards specific events that took place in 2023- Coronation celebration and a Fete, these funds were fully utilised in the year against the costs for each event.

Andrew Bourn event

Funds have been received from sponsors for a show which is taking place in February 2024.

Callingham Foundation

This money was received towards the hire of a grand piona for orchestral concert, however unfortunately this was cancelled and therefore the money received was returned.

20 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2024 £
Tangible fixed assets	49,788	-	49,788
Current assets	198,819	3,659	202,478
Current liabilities	(35,551)	-	(35,551)
Total net assets	213,056	3,659	216,715
	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2023 £
Tangible fixed assets	54,030	-	54,030
Current assets	195,061	3,269	198,330
Current liabilities	(39,833)	-	(39,833)
Total net assets	209,258	3,269	212,527

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

21 Related party transactions

During the year the charity made the following related party transactions:

Bourne End Community Trading Limited

(The share capital of this company is held in trust for the charity by Messrs DG Foster and T Quantrill)

This company operates the trading activities of the charity. During the year the company had revenue of £149,991 (2023: £134,096) and made a loss of £642 (2023: loss of £1,202) after paying the Charity an Occupation Licence in the year of £38,000 (2023: £31,000). At the balance sheet date the amount due from Bourne End Community Trading Limited was £13,059 (2023 - £31,000).

Bourne End (Buckinghamshire) Community Association

Detailed Statement of Financial Activities for the Year Ended 31 December 2024

	2024 £	2023 £
Income		
Room hire	65,074	67,721
Membership and affiliation fee	2,692	2,156
Target magazine income	25,943	34,938
Fundraising income	18,728	13,707
Donations	688	2,026
Other grants	3,005	1,460
Bank interest received	4,787	3,532
Solar generated electricity	5,100	3,979
Occupation licence	38,000	31,000
	164,017	160,519
Expenditure		
Target magazine costs	(31,408)	(30,604)
Fundraising costs	(11,298)	(10,116)
Employment costs	(40,061)	(34,125)
Property costs		
Rates	(474)	(582)
Water rates	(1,838)	(1,143)
Light, heat and power	(17,163)	(20,728)
Insurance	(3,990)	(3,443)
Repairs and maintenance	(6,893)	(4,956)
Security	(468)	(575)
Cleaning	(19,037)	(17,474)
	(49,863)	(48,901)
Administration costs		
Telephone	-	(293)
Stationery and computer facilities	(4,883)	(4,506)
Postage and photocopier	(1,508)	(1,690)
Bank charges	(1,390)	(1,242)
Advertising and publicity	-	(144)
Sundries	(1,261)	(2,456)
Licences and affiliation fees	(3,521)	(1,979)
Independent examination	(1,425)	(1,425)
Irrecoverable VAT	(5,694)	-
	(19,682)	(13,735)

This page does not form part of the statutory financial statements.

Bourne End (Buckinghamshire) Community Association

**Detailed Statement of Financial Activities for the Year Ended 31 December 2024
(continued)**

	2024 £	2023 £
Depreciation		
Depreciation of long leasehold property	(1,602)	(1,602)
Depreciation of fixtures and fittings	<u>(5,915)</u>	<u>(7,166)</u>
	<u>(7,517)</u>	<u>(8,768)</u>
	<u>4,188</u>	<u>14,270</u>