

## Wing Community Centre Treasurer's Report

The back-ground of Wing Community Centre ("WCC") is as follows:

WCC is a UK registered charity. It is governed by a scheme document dated 14<sup>th</sup> October, 1997 and the Charities Act 2011. Structurally it is a trust of which the sole trustee is Wing Parish Council and in common with other such trusts, the trustee is, and the individual Parish Councillors are, liable for the acts of the charity.

There is a management agreement dated 28<sup>th</sup> September, 2016 under which the Parish Council delegates the day-to-day governance and management of the charity to The WCC Management Committee but the trustee is still the Parish Council.

As a result, I have recommended to the Management Committee that WCC prepares a full set of accounts in line with current ACCA Accounting Standards requirements and in accordance with the Charities Act 2011.

The Management Committee has accepted that this is now necessary. With the assistance of Robin Cullen our accounts have been drawn-up on this basis.

The main differences from the type of accounts that you have seen previously are that

- a balance sheet now accompanies the accounts and
- that the accounts are drawn-up on an **accruals** basis - meaning that we have moved away from cash-based accounts - where if money is paid or received it's recorded in the accounts - to accounts reflecting the relevant transactions for the accounting period.

For example the Saturday Quilters pay in December for the following year's hall hire but our Financial Year is from April 1 to March 31 of the following year so 3 months of their money is in the current year and 9 months is in the following year.

As you will recall, last year we started the process of developing a cyclical repair fund, a recurring 5-year Plan. This we have progressed and the liability i.e. the cost of doing the work, has now been recorded in the accounts.

Further discussion has elicited that the Birch Good Neighbour Scheme had not previously been included in these accounts. **It should have been included, as a restricted fund, a fund which has to be used only for a specific purpose.**

Finally as the property (The Village Hall and car park etc), is held in trust by the trustee for WCC - and therefore is ultimately owned by the charity - it's also been included in the accounts. An estimated value has been used in order to show a fair value.

In order to lay the trustee's report and accounts before this AGM the following process must have taken place:

1. The trustee's report and accounts need to have been prepared.
2. The trustee needs to have approved the report and accounts, subject to their examination from an Independent Examiner.
3. An Independent Examiner needs to examine the accounts.
4. The trustees need to accept the final examined accounts.
5. In accordance with the WCC governing document the trustee must convene an AGM and present their report and accounts at that meeting

**The accounts for the year ended 31<sup>st</sup> March, 2018 – this year- have only reached the first stage – i.e. preparation.**

The WCC has never registered with HM Revenue & Customs for the Gift Aid Scheme. This means that we are missing out on a potential 20% payment from the Revenue for all donations made under Gift Aid. There is no reason why we cannot register with HMRC and receive this money – a not insubstantial sum potentially - and we are planning to do so. However, this registration will subject us to more scrutiny.

Not least is that we will have to produce a full report and accounts, to the Charity Commission specifications, which HM Revenue & Customs (HMRC) require to see as part of the application for Gift Aid.

So what we have done for today is to provide you with an extract of the draft accounts for the year ending 31<sup>st</sup> March, 2018.

**I must emphasise that these are a work in progress and that we are working with the trustee, the Parish Council, in order that they are finalised as soon as possible.**

As previously mentioned, in my absence, Robin Cullen has done much of the work to get us to this point and so we will now throw open questions to the floor which Robin and I will endeavour to answer or we will take questions away and come back if the answer is not immediately obvious.

So, any questions?