

Charity registration number: 301897

New Milton and District Community Association

Annual Report and Financial Statements

for the year ended 31 December 2016

New Milton and District Community Association

Contents

Reference and Administrative Details.....	1
Trustees' Report.....	2 to 5
Independent examiner's report.....	6 to 7
Accounting Policies (Note 1 to Financial Statements)	8 to 9
Statement of Financial Activities (Income & Expenditure)	10
Balance Sheet.....	11
Notes to Financial Statements (Notes 2 to 17).....	12 to 17

The following pages do not form part of the statutory financial statements

Statement of financial activities per fund.....	18 to 19
---	----------

New Milton and District Community Association

Reference and Administrative Details

Charity name	New Milton and District Community Association
Charity registration number	301897
Principal office	The Community Centre Osborne Road New Milton Hampshire BH25 6EA
Trustees	G Denson Miss W Maund R Ferguson
Bankers	Lloyds Bank Plc 4 Castle Street Christchurch Dorset
Accountant	David Shores & CO Chartered Accountants 38A Station Road New Milton Hampshire BH25 6JX

New Milton and District Community Association

Trustees' Report

The Trustees present their Report and Accounts for the year ended December 31st December 2016.

Trustees

The Trustees are named on Page 1 and all three have served throughout the year. Appointment of the trustees is made by the Council as governed by the Constitution of the Association. The Council is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing Trustee.

Constitution, Objectives and Policies

The New Milton and District Community Association (NMDCA) is governed by its Constitution and its objectives are to promote the benefit of the inhabitants of New Milton and the neighbourhood, and to secure the establishment of the Community Centre for this purpose.

The policy of the Association continues to be to raise finance from subscriptions, donations and fundraising activities to continue to benefit the inhabitants of New Milton and the neighbourhood.

The Trustees delegate the day to day responsibility of running the Association to the Executive Committee.

The Trustees, in relation to new trustees, will use the Executive Committee for the administrative process. The guidance 'Trustees and Governance (CC30)' provided by the Charity Commissioners will be followed and covers:-

- Recruitment
- Finding Potential Trustees
- Vetting
- Appointment
- Induction and Training

The guidance provides the Trustees with options at each stage of the process and it is up to the Trustees to select the preferred option. The guidance recognises that each charity has different needs but clearly identifies the statutory (legal) obligations and the need for ongoing training as required for new Trustees to meet their obligations.

New Milton and District Community Association

Trustees' Report

Membership

As at 31st December 2016 the total 2016 membership was 1264 with an active membership of 1247. This is a decrease of 10 from the previous year's membership of 1274. The net loss is as a result of some members not renewing but we still have a steady inflow of new members joining throughout the year. This year we had 284 new members. Overall we now have a more active membership. We have not changed our subscription rates for individual members (£8 per annum with a joining fee of £2.50 for new members) and £20 per annum for affiliates. The subscription rates are continually reviewed by the Executive Committee.

Activities and Achievements

Section activities and other activities remain in good shape and offer a wide variety and range of interests. Sections meet weekly, monthly or at times during the year which is convenient to them.

The Association is available to consider any new activity that may be set up and is willing to assist with any help requested. Three new activities were started in 2016. When a section is set up it must subscribe to the aims, standing orders and Constitution of the Association.

Each year sections are expected to contribute a donation to the Association which goes toward the maintenance and running costs of the centre. A section has a moral obligation to pay its way so that it is not subsidised by the Association unless approved by the Executive Committee. Room hire facilities are available to other local organisations if required.

The Association would not be able to provide such a wide service to its beneficiaries without the continued support of a large number of members who give their services voluntarily.

Financial Review

The review compares this year and last year over our accounting period which covers a twelve month period starting January 1st and ending December 31st.

The total statutory income of the Association for the period was £94,446, an increase of £4,954. The total statutory expenditure of the Association for the period was £79,429 a decrease of £12,443. In 2015 we had additional employment costs and higher running costs. This accounting period we have made an operating surplus of £15,017. A surplus was expected as our program of planned works had been completed and income was rising.

New Milton and District Community Association

Trustees' Report

The total value of Tangible Assets is now £236,863 after depreciation of £10,559. Depreciation of the building and contents continues to be provided in accordance with accounting standards and accounts for the whole of the £10,559. We have made no major purchases in 2016.

This year we have received £6,506 from electricity generated by our Solar Array which means that the project payback will still occur in seven years at these income levels.

During the year we have made no major replacements to our installed equipment and we are now seeing the efficiency savings from previous programs reducing our running costs. The improvements made in past years is now enabling us to better utilise the building and helps generate more income. We continue to look at how we can best utilise our member's funds and provide them and the local community with the facilities needed.

The major remedial works have been completed and as a result our ongoing maintenance has reduced to a more normal level. We operate a system of 'Planned Maintenance' not 'As and When'. Overall our costs have reduced to a more realistic figure aided by efficiency savings.

In preparing the final accounts all totals in the accounts have been rounded to the nearest pound. This rounding has resulted in a difference of £8 for which an adjustment to the accounts has been made. Each week we identify and reconcile the income and monthly reconcile the income and expenditure. In addition we analyse all transactions in the Bank statement and petty cash account. On average we are counting £1,000 of cash each week with only minor discrepancies.

The Association's financial position at the Balance Sheet date remains satisfactory showing an increase in Net Assets over the previous accounting period. The Association's funds are sufficient for the Association to continue in operation and will cover the current level of costs for over a year without receipt of any income. Also our insurance will protect our income in the event of a major disruption to our activities. With an ageing building and limited surplus income annually we would be unable to raise loans in the normal manner and must rely upon our reserves to cover any major unforeseen costs.

The Trustees will continue to maintain the Community Centre in good condition for the inhabitants of New Milton and the neighbourhood as is required under the Constitution.

New Milton and District Community Association

Trustees' Report

Future Developments

We do not anticipate any significant work on the building in 2017. However, at some point we will need to replace essential lift parts that are no longer made to the current design. When this occurs the current estimate is £18k as some re-engineering will be involved.

Investments

The policy of using a mixture of fixed rate deposits and stock market linked investments funds continues.

Reserve Policy

The Building Improvements Reserve is held for future developments or major enhancements to the Community Centre building which is a two storey brick built structure. The Financial Protection Reserve is held to cover any potential claims not covered by the all risks insurance policy.

Risk

The Trustees have identified there is no major risk to which the Association is exposed. The Centre buildings, fixtures, fittings and equipment contained in it are maintained in a good state of repair so as not to present any undue risk to members or visitors to the premises. The Council also confirms that the activities which take place on the premises are conducted in a proper and efficient manner so as not to impose any undue risk.

The Trustees have complied with their duty under Section 17 of the Charities Act 2011 to have due regard to guidance published by the Charity Commissioners on public benefit.

Approved by the Trustees on 9th June 2017 and signed on their behalf by:

G Denson

.....

G Denson
Trustee

Date: ...9/...6/2017

W Maund

.....

Miss W Maund
Trustee

Date: 9/...6/2017

RG Ferguson

.....

RG Ferguson
Trustee

Date: 9/...6/2017

New Milton and District Community Association

Independent Examiner's Report to the Trustees of New Milton and District Community Association

I report on the accounts of the charity for the year ended 31st December 2016, which are set out on pages 8 to 17.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required this year (under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charities Commissioners (under section 145 (5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect, the requirements
 to keep accounting records in accordance with section 130 of the 2011 Act; and
 to prepare accounts which accord with the accounting records and comply with the requirements of the 2011 Act

have not been met; or

- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

TL Smith

25/4/2017

Terence L Smith CA
David Shores & Co Ltd
38A Station Road
New Milton
Hampshire
BH25 6JX