

# CHINNOR VILLAGE CENTRE

England & Wales · Charity number 1007949

## Details

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Other names	ST ANDREWS COMMUNITY ASSOCIATION, THE VILLAGE CENTRE
Status	Registered
Legal form	Other
Registered	1992-02-07
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Chinnor Village Centre High Street Chinnor OX39 4DH
Phone	01844353733
Email	<a href="mailto:centreadmin@chinnorvillagecentre.org">centreadmin@chinnorvillagecentre.org</a>
Website	<a href="http://www.chinnorvillagecentre.org">www.chinnorvillagecentre.org</a>

## Activities

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**Objects:** A) TO PROMOTE THE BENEFIT OF THE INHABITANTS OF THE PARISHES OF CHINNOR, SYDENHAM, EMMINGTON AND ASTON ROWANT WITH CROWELL ( HEREINAFTER CALLED "THE AREA OF BENEFIT") WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY CHARITY 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 OTHER LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF SUCH INHABITANTS;B) TO ESTABLISH, OR SECURE THE ESTABLISHMENT OF A COMMUNITY CENTRE (HEREINAFTER CALLED "THE VILLAGE 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) TO RELIEVE THE ELDERLY FROM THE DISABILITIES ATTENDANT UPON THEIR AGE AND TO RELIEVE OTHER DISABLED PEOPLE FROM THEIR DISABILITIES IN SUCH MANNER AS THE TRUSTEES FROM TIME TO TIME THINK FIT AND IN PARTICULAR BY THE PROVISION OF DAY CENTRE FACILITIES;

**Activities:** Community centre for providing social welfare, day care for the elderly and disabled and a meeting place serving meals etc for the inhabitants of Chinnor and surrounding parishes. Also provides meeting rooms for local businesses and social groups.

## Classification

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- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes
- **Who:** Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

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- **Area of benefit:** CHINNOR, SYDENHAM, EMMINGTON AND ASTON ROWANT WITH CROWELL
- Buckinghamshire
- Oxfordshire

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£264,716	£286,653	-	-
2024-03-31	£283,003	£248,932	-	-
2023-03-31	£235,130	£207,316	-	-
2022-03-31	£120,333	£133,228	-	-
2021-03-31	£72,248	£115,104	-	-

## Trustees

Name	Role	Appointed
<b>Jessica Newman</b>	Chair	2025-09-03
Annette Dearmun		2021-10-13
Elaine Clare Stokes		2019-07-10
Helena Richards		2025-09-03
Janette Kearsey		2025-09-03
John Porter		2025-10-01
Lucinda Jane Bull		2015-06-17
Michael Moore		2018-09-05
Michele Pethers		2017-09-06
Tracy Staskevich		2024-09-04

**CHINNOR VILLAGE CENTRE**

England & Wales - Charity number 1007949

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# Accounts

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Chinnor Village Centre

Trustee's Annual Report & Accounts

For the Year Ended 31 March 2025

Registered Charity No. 1007949

## Chinnor Village Centre

### Annual Report & Accounts for the twelve months ending 31 March 2025

#### **Objectives**

The Centre was established and registered with the Charity Commission in January 1992. The main purpose is to provide a range of facilities and social activities for the inhabitants of Chinnor and the surrounding parishes, thereby reducing potential social isolation and encouraging a sense of community and to relieve the elderly and younger ages from their disabilities. This is achieved by means of day care services, room hire and a coffee shop, providing a range of homemade refreshments.

#### **Organisation**

The membership consists of subscribing 'Friends of the Village Centre' and at the end of this financial period the total number of members stood at 100. Only 'Friends' (otherwise known as members) can vote at formal meetings or be elected to become a trustee and therefore join the Board of Trustees.

The governance of the Centre is carried out by the Board of Trustees. There can be up to 9 Trustees, including up to 4 honorary officers and they are elected annually. The Board reports to an Open Meeting no fewer than 3 times per year including an Annual General Meeting, at which any 'Friend' can attend and vote.

#### **Trustees**

Michael Moore	Chairman	Michele Pethers
Andy Bennett	Vice Chairman	Elaine Stokes
Cindy Bull	Secretary	Annette Dearmun
Monica Itangata	Treasurer	Tracy Staskevitch

#### **Staff**

Sue Collins	Community Café Manager	Julie Morgan	Office Administration p/t
Tina Clarke	Senior Kitchen Assistant	Rayne Hillcoat-Williams	Office Administration p/t
Gemma Burgess	Kitchen Assistant	Ffion Williams	w/e Kitchen Assistant (18-20)
Emily Carstairs	Day Care Assistant	Paul Beard	w/e Kitchen Assistant (U18)
Nina Ferber	Day Care Assistant		

#### **Self-Employed**

Susan Greengrass	Bookkeeper p/t	Zoe Luxford	Cleaner
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#### **Independent Examiner**

Stephen Beard Accountancy Services (approved by the Board of Trustees)

#### **Banks and Investments**

Lloyds Bank	Thame, Oxon	CCLA Fund	London, EC4V 4ET
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## **Centre Report**

### **⇒ Strategy and Mission**

The Board of Trustees confirm their commitment to the key objects of the Constitution:

- ... provide facilities in the interests of social welfare ...
- ... secure the establishment of a community centre ...
- ... the provision of day centre facilities;

### **⇒ Challenges**

Stabilising the charity's financial position continues to be the key focus of the Trustee Board and the business operation. Business dependence on grants and donations continues, defining business survival.

In the Café long-term staff absences, a test on Sunday opening and a continued lack of footfall at the start and end of each day placed added pressure on staff costs. Day Care attendance numbers, although showing significant improvement (2024 vs. 2023 +22%), continue to be insufficient to cover staff salary and associated costs, as attendance fees are kept at a sustainable and affordable level for the local community. The dependency and needs of those attending Day Care has increased and the criteria for attendance will need review.

April 2025 will bring added cost pressure; NMW +6.7% and increases in NI employer contributions (% and threshold) planned for FY 2025/26, not sustainable. Trustee Board will need to plan mitigating actions.

Quantity of available volunteers slow to grow; captivating the interests of and sustaining commitment of a new generation of volunteers could pose unique challenges.

### **⇒ Plans**

Continued work with the external grant funding expert WCTD remains a priority, to maximise grant funding opportunities. Productivity in this area of our activity is critical to business survival fully acknowledging the cyclical nature of grant funding opportunities.

A full review of staff costs was necessary anticipating government-imposed increases for FY2025/26 will result in operational change effective April 2025; a reduction in opening/paid hours.

Our Community Café offers affordable homemade food and drinks whilst providing a welcoming space for people to meet, chat, and build relationships, helping to reduce social isolation and loneliness, particularly for those living alone or feeling disconnected. Our FMKC, Stroke Support and Friendship club attendees benefit from the provision of a hot meal. The VC is more than just a place to 'grab a coffee'; we play a crucial role in fostering social connections, promoting wellbeing and supporting the local economy. We plan a Kitchen Refurbishment project (upgrade of units and equipment) that will help the charity to maintain these services into the long-term and switching from gas to electric in the kitchen will offer significant environmental benefits, primarily through reduced on-site emissions and improved energy efficiency.

We will focus to establish a new brand identity for the Centre; developing a picture of how we operate, consistency of messaging, a new website. External and internal signage was updated in 2024, and the Coffee Shop was re-named Community Café. Day Care Services will be re-named Community Services; Day Care considered an old-fashioned label and not representative of the actual services provided. Effective April 2025, the job title for Community Services staff will be Co-ordinator, Club Activity.

Two existing Funds, 1. 'Friendship and Stroke Clubs designated' and 2. 'FMKC restricted' will be merged creating 'Community Services designated'.

### ⇒ **Achievements**

- Access to cash as at 31 March 2025 £179K
  - £138K current account
  - £41K instant saver account (80% of Community Services and Minibus Funds)
- Grants awarded: £30K including Chinnor, Aston Rowant and Sydenham Parish Councils, SODC, OCVA, OCF, Sported Foundation, Groundwork UK, Beacon Festival, Haddenham Beer Festival, Co-op Community
- Donations received: £48.8K including CFC Charity Match for Dementia, Chinnor Open Gardens, Manor Stores, Chinnor Methodist Church, Parkers, 110 Dental, Sydenham PCC Fayre, Ivan Cammack Opticians, Just Giving, Members & friends of the VC

### ⇒ **All Operations**

Deficit (excluding depreciation) of £9.9K

- **Community Services:** £5.4K surplus
- **Community Café:** £3.6K surplus
- **Fundraising:** £31.8K surplus including events, donations, One Lottery, membership, and Santa's sleigh
- **Centre:** £50.7K deficit

### ⇒ **Staff, Volunteers, the Local Community and Parish Councils**

The Trustee Board extend their thanks to all staff and volunteers for their loyalty and contribution, the local community who respond so generously including legacy donations and the local parish councils of Chinnor, Aston Rowant and Sydenham for their financial support.

### ⇒ **Results**

The detailed results for the year are set out in the Statement of Financial Activities on page 5. The Balance Sheet is shown on page 6. Associated notes are shown on pages 7 to 8. The Independent Examiner's Report is included as page 9.

### ⇒ **Funds**

The Centre has funds totalling £324,107 and that consists of the following funds:

- **Tangible Fixed Assets designated** fund of £147,347, which represents the original book cost values of the building, minibus, furniture, and equipment purchased less the annual depreciation charges to date. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows: Buildings at 2% of cost, Equipment & furniture 3 years, and Vehicles at 10% of cost.
- **Community Services designated** fund of £32,452 which is carried forward from the previous year and includes unspent grants and donations from the current financial year and is held to help cover the on-going provision of services.
- **Minibus designated** fund of £17,585 is a reserve to replace (or repair) the minibus
- **General Unrestricted** fund of £126,753, which is equivalent to 5.5 months of the Centre's annual charitable expenditure, excluding the Friendship and Stroke club service that has its own designated fund. Ideally, the fund needs to show an increase to help meet the increasing needs of the local community.

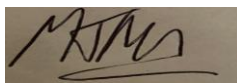
### ⇒ Investments

The current policy, when possible, is to invest surplus cash balance between

- Medium and long-term investment in an actively managed fixed interest fund specifically for charities and designed to produce high income while preserving capital values.
- Fixed rate interest-bearing short-term bank deposits
- Cash available at bank on current accounts for meeting operating and one-off project requirements

### ⇒ Annual General Meeting

The AGM will be held 3 September 2025 at the Village Centre, High Street, Chinnor



Michael Moore

Trustee & Chairman



Chinnor Village Centre

Balance Sheet as at 31 March 25

	Notes:	31 March 2025 £	31 March 2024 £
<b>TANGIBLE FIXED ASSETS</b>	3	147,347	158,153
<b>CURRENT ASSETS</b>			
Stocks		1,701	1,679
Bank & Cash			
CCLA COIF Cash Deposit		979	933
Bank Cash Deposits		40,429	35,000
Bank Current Accounts		138,254	153,453
Credit Card		97	562
Petty Cash		113	146
Cash in Hand		968	740
Debtors	7	3,537	3,041
<b>Total Current Assets</b>		<u>186,078</u>	<u>195,554</u>
<b>CREDITORS</b>	8	(9,318)	(7,663)
<b>NET CURRENT ASSETS</b>		176,760	187,891
<b>TOTAL NET ASSETS</b>		<u><u>324,107</u></u>	<u><u>346,044</u></u>
<b>FUNDS</b>			
Designated Tangible Fixed Assts	5	147,347	158,153
Designated Day Care, Stroke Club & Talking Circle	5	15,939	15,371
Designated Minibus	5	17,585	17,177
Restricted Forget Me Knot Club	5	16,513	12,129
General	5	126,723	143,214
<b>TOTAL FUNDS</b>		<u><u>324,107</u></u>	<u><u>346,044</u></u>

The accompanying notes on pages 8 ,9 and 10 form part of these Accounts.

Approved by the Trustees at the Management Committee Meeting on 27th August 2025

Signed on behalf by:



Chair



Treasurer

Registered charity No 1007949

### Chinnor Village Centre

Statement of Financial Activates for the 12 months ending 31st March 2025

12 Months ended 31 March 2025

#### 3. Tangible Fixed Assets

	Centre Building & Car Park £	Equipmt & Furn. £	Vehicles £	Total £
<b>Cost</b>				
at 1 April 2024	291,186	10,807	44,860	346,853
Additions		1,218		1,218
Disposals		-		-
at 31 March 2025	<u>291,186</u>	<u>12,025</u>	<u>44,860</u>	<u>348,071</u>
<b>Depreciation</b>				
at 1 April 2024	158,340	8,678	21,682	188,700
Annual Charge	5,824	1,716	4,486	12,026
Adjustments		(2)		(2)
Disposals		-		-
at 31 March 2025	<u>164,164</u>	<u>10,392</u>	<u>26,168</u>	<u>200,724</u>
Net Book Value				
At 1 April 2024	<u>132,846</u>	<u>2,129</u>	<u>23,178</u>	<u>158,153</u>
At 31 March 2025	<u>127,022</u>	<u>1,633</u>	<u>18,692</u>	<u>147,347</u>

#### 4. Capital Commitments

#### 5. Movement in Funds

	Designated Fund				Unrestricted	Total
	Tangible Fixed Assets £	Day Care, Stroke Club & Talking Circle £	Minibus £	Forget Me Knot Club £	General £	Funds
Balance 1 April 2024	158,153	15,371	17,177	12,129	143,214	346,044
Net Incoming / (Outgoing) Resources	2	568	408	4,384	(16,491)	-11,129
Additions to Tangible Assets	1,218		-			1,218
Disposals of Tangible Assets	-					
Depreciation of Tangible Assets	(12,026)					(12,026)
Depreciation of Disposals of Tangible Assets	-					
Transfers						
Balance 31 March 2025	<u>147,347</u>	<u>15,939</u>	<u>17,585</u>	<u>16,513</u>	<u>126,723</u>	<u>324,107</u>

Funds are explained in the Funds section of the Trustees Annual Report.

Reg Charity No : 1007949

## Chinnor Village Centre

Statement of Financial Activates for the 12 months ending 31st March 2025

### Chinnor Village Centre

#### 6. Activities

The principal activities of the Association continue to be provision of Day Care for the elderly and the Coffee Shop, which is the main source of income.

<b>7. Debtors</b>	<b>2025</b>	<b>2024</b>
Amounts due receivable	<u>3,537</u>	<u>3,041</u>
	<u>3,537</u>	<u>3,041</u>

<b>8. Creditors</b>	<b>2025</b>	<b>2024</b>
VAT	4,990	4,949
Fundraising Donations	-	168
Payroll Tax ,NIC and Pension	299	277
Suppliers and accrued liabilities	<u>4,029</u>	<u>2,269</u>
	<u>9,318</u>	<u>7,663</u>

Chinnor Village Centre

Independent Examiner's Report to the Trustees of Chinnor Village Centre

This report on the accounts of Chinnor Village Centre for the twelve months ended 31 March 2025 is in respect of an examination carried out under S43 of the Charities Act 1993

**Respective responsibilities of trustees and examiner**

As the trustees you are responsible for the preparation of the accounts; you consider the audit requirement of section 43(2) of the Charities Act 1993 (the Act) do not apply. It is my responsibility to issue this report on the accounts in accordance with the terms of Regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general direction given by the Charity Commission under section 43(7) (b) of the Act. The examination includes a review of the accounting records kept by the trustees and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you, as trustees concerning 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 taken 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 41 of the 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.



Stephen Beard Accountancy Services  
10 Cheshire Road  
Thame  
Oxon OX9 LQ

Date: 27 August 2025

**CHINNOR VILLAGE CENTRE**

England & Wales - Charity number 1007949

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# Accounts

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Chinnor Village Centre

Trustee's Annual Report & Accounts

For the Year Ended 31 March 2024

Registered Charity No. 1007949

## Chinnor Village Centre

### Annual Report & Accounts for the twelve months ending 31 March 2024

#### **Objectives**

The Centre was established and registered with the Charity Commission in January 1992. The main purpose is to provide a range of facilities and social activities for the inhabitants of Chinnor and the surrounding parishes, thereby reducing potential social isolation and encouraging a sense of community and to relieve the elderly and younger ages from their disabilities. This is achieved by means of day care services, room hire and a coffee shop, providing a range of homemade refreshments.

#### **Organisation**

The membership consists of subscribing 'Friends of the Village Centre' and at the end of this financial period the total number of members stood at 100. Only 'Friends' (otherwise known as members) can vote at formal meetings or be elected to become a trustee and therefore join the Board of Trustees.

The governance of the Centre is carried out by the Board of Trustees. There can be up to 9 Trustees, including up to 4 honorary officers and they are elected annually. The Board reports to an Open Meeting no fewer than 3 times per year including an Annual General Meeting, at which any 'Friend' can attend and vote.

#### **Trustees**

Michael Moore	Chairman	Michele Pethers
Andy Bennett	Vice Chairman	Elaine Stokes
Cindy Bull	Secretary	Annette Dearmun
Monica Itangata	Treasurer	

#### **Staff**

Sue Collins	Coffee Shop Manager	Julie Morgan	Office Administration p/t
Tina Clarke	Senior Kitchen Assistant	Rayne Hillcoat-Williams	Office Administration p/t
Gemma Burgess	Kitchen Assistant	Ffion Williams	w/e Kitchen Assistant (18-20)
Phoebe Jenkinson	Day Care Manager	Paul Beard	w/e Kitchen Assistant (U18)
Emily Carstairs	Day Care Assistant	Adelle Collins	w/e Kitchen Assistant (23+)

#### **Self-Employed**

Susan Greengrass	Bookkeeper p/t	Zoe Luxford	Cleaner
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#### **Independent Examiner**

Stephen Beard Accountancy Services (approved by the Board of Trustees)

#### **Banks and Investments**

Lloyds Bank	Thame, Oxon	Santander	Bootle, Merseyside
M&G Securities	London, EC4R 0HH	CCLA Fund	London, EC4V 4ET

## Centre Report

### ⇒ Strategy and Mission

The Board of Trustees confirm their commitment to the key objects of the Constitution:

- ... provide facilities in the interests of social welfare ...
- ... secure the establishment of a community centre ...
- ... the provision of day centre facilities;

### ⇒ Challenges

Stabilising the charity's financial position remains the key focus of the Trustee Board and the business operation. Business dependence on grants and donations are becoming increasingly important; defining business survival.

Day Care attendance numbers remain insufficient to cover staff salary and associated costs.

Implementing the Community Engagement Plan (extending reach, growing Day Care numbers, developing business) has proven difficult; finding suitable multi-year third party funding has not been possible, an absolute necessity if the project is to move forward.

Quantity of available volunteers slow to grow; captivating the interests of and sustaining commitment of a new generation of volunteers could pose unique challenges.

### ⇒ Plans

Continued work with the external grant funding expert WCTD is the priority, to maximise grant funding opportunities. Productivity in this area of our activity is critical to business survival fully acknowledging the cyclical nature of grant funding opportunities.

### ⇒ Achievements

- Access to cash at 31 March 2024 £188K, an increase of £48K over the year
  - £153K current account
  - £35K instant saver account (80% of main Funds)
- Grants awarded: £70K of which Garfield Weston Foundation £25K, Chinnor Parish Council £9K, OCC Community Transport £10K, OCF Community Capacity £7.1K. Also, John Lewis, McCarthy Stone, SODC, Shanly Foundation and Haddenam Beer Festival for supporting our Day Care activities i.e. attendee entertainment.
- Donations: £26K of which Ivan Cammack £2.7K, Chinnor Open Gardens £5.5K

### ⇒ All Operations

Net Surplus of £34K

- **Day Care:** £15K surplus including a £10K grant from the Chinnor Parish Council, £7.1K from OCF, £900 from Aston Rowant parish council, £400 from Sydenham parish council directly supporting Day Care staff costs,
- **Coffee Shop:** £9K surplus
- **Fundraising:** £20K surplus including events, donations, One Lottery, membership, and Santa's sleigh

- **Centre:** -£10K deficit including £65K in grants/donations and £7.7K from Fight Bladder Cancer UK who now permanently hire one of our rooms

### ⇒ **Staff, Volunteers, the Local Community and Parish Councils**

The Trustee Board extend their thanks to all staff and volunteers for their loyalty and contribution, the local community who respond so generously to our call for financial support including legacy donations and the local parish councils of Chinnor, Aston Rowant and Sydenham for their financial support.

Special thanks to Power Aid Ltd who donated and installed a full Solar PV system, to OCC Digital Services for the provision and installation of full fibre broadband, to Airband Ltd for supporting broadband costs, to Chinnor Open Gardens and Ivan Cammack for choosing the Village Centre as the organisation to benefit from their fundraising activity.

### ⇒ **Results**

The detailed results for the year are set out in the Statement of Financial Activities on page 5. The Balance Sheet is shown on page 6. Associated notes are shown on pages 7 to 8. The Independent Examiner's Report is included as page 9.

### ⇒ **Funds**

The Centre has funds totalling £346,044 and that consists of the following funds:

- **Tangible Fixed Assets designated** fund of £158,153, which represents the original book cost values of the building, minibus, furniture, and equipment purchased less the annual depreciation charges to date. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:
  - Buildings at 2% of cost
  - Equipment & furniture 3 years
  - Vehicles at 10% of cost
- **Friendship and Stroke Club designated** fund of £15,371 which is carried forward from the previous year and includes unspent grants and donations from the current financial year and is held to help cover the on-going provision of services.
- **Minibus designated** fund of £17,177 is a reserve to replace (or repair) the minibus
- **FMKC restricted** fund of £12,129 which is held to reflect the grants and donations received specifically for the club and to cover costs like attendance and entertainment.
- **General Unrestricted** fund of £143,214, which is equivalent to 8 months of the Centre's annual charitable expenditure, excluding the Friendship and Stroke club service that has its own designated fund. Ideally, the fund needs to show an increase to help meet the increasing needs of the local community.

### ⇒ **Investments**

The current policy is to invest surplus cash balance between

- Medium and long-term investment in an actively managed fixed interest fund specifically for charities and designed to produce high income while preserving capital values.

- Fixed rate interest-bearing short-term bank deposits
- Cash available at bank on current accounts for meeting operating and one-off project requirements

⇒ **Annual General Meeting**

The AGM will be held 4 September 2024 at the Village Centre, High Street, Chinnor



Michael Moore

Chairman

Chinnor Village Centre  
Statement of Financial Activates for the 12 months ending 31st March 2024

		Unrestricted	Restricted	12 Months ended 31 March 2024 Total	12 Months ended 31 March 2023
INCOMING RESOURCES	Notes:	Funds £	Funds £	£	£
Friendship Club	Subscriptions from users	13,154	-	13,154	8,364
	Grants	17,400	11,775	29,175	12,350
	Donation			-	686
Forget Me Knot	Attendance	-	1,680	1,680	553
	Donations	10	637	647	604
	Grants	-	-	-	-
Stroke Club	Attendance	757	-	757	493
	Grant		638	638	500
Coffee Shop		118,459	-	118,459	90,283
Fundraising Events		26,326	-	26,326	29,528
Donations	General	20,703	-	20,703	45,972
General Grants	SODC	9,290	-	9,290	7,238
	Garfield Weston	25,000	-	25,000	0
	Other	983	-	983	16,367
Rooms Hire		21,561	-	21,561	18,231
Minibus Hire		3099	11388	14,487	3,339
Investment Income		143	-	143	622
<b>Total Incoming Resources</b>		<b>256,885</b>	<b>26,118</b>	<b>283,003</b>	<b>235,130</b>
<b>CHARITABLE EXPENDITURE</b>					
Day Care	Staff	26821		26,821	10,000
	Direct	5715	3084	8,799	993
	Other	-	-	-	-
Forget Me Knot	Other		1435	1,435	1,074
Stroke Club	Other	1289	-	1,289	500
Centre & Coffee Shop	Staff	96,756	-	96,756	105,209
	Food & Drink	35,824	-	35,824	25,519
	Other	56,416	-	56,416	46,110
Fundraising		5137	-	5,137	3,486
Minibus			4482	4,482	1,946
Depreciation	3	11,973	-	11,973	12,479
<b>Total Charitable Expenditure</b>		<b>239,931</b>	<b>9,001</b>	<b>248,932</b>	<b>207,316</b>
<b>NET INCOMING/ (OUTGOING) RESOURCES</b>		<b>16,954</b>	<b>17,117</b>	<b>34,071</b>	<b>27,814</b>
Unrealised (loss) / gain on investment		-	-	-	-
Net Forget Me Knot Fund 1Apr2023/31 Mar2024		-	2673	2,673	-
<b>NET INCOMING/ (OUTGOING) RESOURCES</b>		<b>16,954</b>	<b>19,790</b>	<b>36,744</b>	<b>27,814</b>
<b>TOTAL FUNDS AT 1 April 2022/ 31 March 2023</b>		<b>284,413</b>	<b>24,887</b>	<b>309,300</b>	<b>281,486</b>
<b>Transfers between Funds</b>				-	
<b>TOTAL FUNDS AT 1 April 2023/ 31 March 24</b>		<b>301,367</b>	<b>44,677</b>	<b>346,044</b>	<b>309,300</b>

Chinnor Village Centre

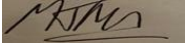
Balance Sheet as at 31 March 24

	Notes:	<u>31 March 2024</u> £	<u>31 March 2023</u> £
<b>TANGIBLE FIXED ASSETS</b>	<b>3</b>	158,153	170,125
<b>CURRENT ASSETS</b>			
Stocks		1,679	1,773
Bank & Cash			
CCLA COIF Cash Deposit		933	890
Bank Cash Deposits		35,000	0
Bank Current Accounts		153,453	140,302
Credit Card		562	858
Petty Cash		146	150
Cash in Hand		740	901
Debtors	<b>7</b>	3,041	2,205
<b>Total Current Assets</b>		<u>195,554</u>	<u>147,079</u>
<b>CREDITORS</b>	<b>8</b>	(7,663)	(7,904)
<b>NET CURRENT ASSETS</b>		187,891	139,175
<b>TOTAL NET ASSETS</b>		<u><u>346,044</u></u>	<u><u>309,300</u></u>
<b>FUNDS</b>			
Designated Tangible Fixed Assts	<b>5</b>	158,153	170,125
Designated Day Care, Stroke Club & Talking Circle	<b>5</b>	15,371	6,042
Designated Minibus	<b>5</b>	17,177	10,271
Restricted Forget Me Knot Club	<b>5</b>	12,129	8,574
General	<b>5</b>	143,214	114,288
<b>TOTAL FUNDS</b>		<u><u>346,044</u></u>	<u><u>309,300</u></u>

The accompanying notes on pages 8 ,9 and 10 form part of these Accounts.

Approved by the Trustees at the Management Committee Meeting on xxth xx xxxx

Signed on behalf by:



27/08/2024

Chair



26/08/2024

Treasurer

Registered charity No 1007949

## Chinnor Village Centre

Statement of Financial Activates for the 12 months ending 31st March 2024

12 Months ended 31 March 2024

### 3. Tangible Fixed Assets

	Centre Building & Car Park £	Equipmt & Furn. £	Vehicles £	Total £
<b>Cost</b>				
at 1 April 2023	291,186	35,171	44,860	371,217
Additions		0		0
Disposals		(24,364)		(24,364)
at 31 March 2024	<u>291,186</u>	<u>10,807</u>	<u>44,860</u>	<u>346,853</u>
<b>Depreciation</b>				
at 1 April 2023	152,517	31,375	17,196	201,088
Annual Charge	5,823	1,664	4,486	11,973
Adjustments		3		3
Disposals		(24,364)		(24,364)
at 31 March 2024	<u>158,340</u>	<u>8,678</u>	<u>21,682</u>	<u>188,700</u>
<b>Net Book Value</b>				
At 1 April 2023	<u>138,669</u>	<u>3,796</u>	<u>27,664</u>	<u>170,125</u>
At 31 March 2024	<u>132,846</u>	<u>2,129</u>	<u>23,178</u>	<u>158,153</u>

### 4. Capital Commitments

### 5. Movement in Funds

	Designated			Restricted	Unrestricted	Total
	Tangible Fixed Assets £	Day Care, Stroke Club & Talking Circle £	Minibus £	Forget Me Knot Club £	General £	
Balance 1 April 2023	170,125	6,042	10,271	8,574	114,288	309,300
Net Incoming / (Outgoing) Resources	1	9,329	6,906	3,555	28,926	36,744
Additions to Tangible Assets			-			
Disposals of Tangible Assets	(24,364)					
Depreciation of Tangible Assets	(11,973)					
Depreciation of Disposals of Tangible Assets	24,364					
Transfers						
Balance 31 March 2024	<u>158,153</u>	<u>15,371</u>	<u>17,177</u>	<u>12,129</u>	<u>143,214</u>	<u>346,044</u>

Funds are explained in the Funds section of the Trustees Annual Report.

## Chinnor Village Centre

Statement of Financial Activates for the 12 months ending 31st March 2024

### Chinnor Village Centre

#### 6. Activities

The principal activities of the Association continue to be provision of Day Care for the elderly and the Coffee Shop, which is the main source of income.

<b>7. Debtors</b>	<b>2024</b>	<b>2023</b>
Amounts due receivable	<u>3,041</u>	<u>2,205</u>
	<u>3,041</u>	<u>2,205</u>

<b>8. Creditors</b>	<b>2024</b>	<b>2023</b>
VAT	4,949	4,004
Fundraisng Donations	168	168
Payroll Tax ,NIC and Pension	277	1,148
Suppliers and accrued liabilities	<u>2,269</u>	<u>2,584</u>
	<u>7,663</u>	<u>7,904</u>

Chinnor Village Centre

Independent Examiner's Report to the Trustees of Chinnor Village Centre

This report on the accounts of Chinnor Village Centre for the twelve months ended 31 March 2024 is in respect of an examination carried out under S43 of the Charities Act 1993

**Respective responsibilities of trustees and examiner**

As the trustees you are responsible for the preparation of the accounts; you consider the audit requirement of section 43(2) of the Charities Act 1993 (the Act) do not apply. It is my responsibility to issue this report on the accounts in accordance with the terms of Regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general direction given by the Charity Commission under section 43(7) (b) of the Act. The examination includes a review of the accounting records kept by the trustees and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you, as trustees concerning 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 taken 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 41 of the 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.



Stephen Beard Accountancy Services

10 Cheshire Road

Thame

Oxon OX9 LQ

Date: 5/9/2024

**CHINNOR VILLAGE CENTRE**

England & Wales - Charity number 1007949

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# Accounts

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Chinnor Village Centre

Trustee's Annual Report & Accounts

For the Year Ended 31 March 2023

Registered Charity No. 1007949

## Chinnor Village Centre

### Chinnor Village Centre

#### Annual Report & Accounts for the twelve months ending 31 March 2023

### **Objectives**

The Centre was established and registered with the Charity Commission in January 1992. The main purpose is to provide a range of facilities and social activities for the inhabitants of Chinnor and the surrounding parishes, thereby reducing potential social isolation and encouraging a sense of community and to relieve the elderly and younger ages from their disabilities. This is achieved by means of day care services, room hire and a coffee shop, providing a range of homemade refreshments.

### **Organisation**

The membership consists of subscribing 'Friends of the Village Centre' and at the end of this financial period the total number of members stood at 96. Only 'Friends' (otherwise known as members) can vote at formal meetings or be elected to become a trustee and therefore join the Board of Trustees.

The governance of the Centre is carried out by the Board of Trustees. There can be up to 9 Trustees, including up to 4 honorary officers and they are elected annually. The Board reports to an Open Meeting at least 3 times per year including an Annual General Meeting, at which any 'Friend' can attend and vote.

### **Trustees**

Michael Moore	Chairman	Alan Mawby	Chris Melbourne
Andy Bennett	Vice Chairman	Michele Pethers	
Cindy Bull	Secretary	Elaine Stokes	
Stephanie Green	Treasurer	Annette Dearmun	

### **Staff**

Sue Collins	Coffee Shop Manager	Julie Morgan	Office Administration p/t
Tina Clarke	Senior Kitchen Assistant	Rayne Hillcoat-Williams	Office Administration p/t
Claire Jenkinson	Kitchen Assistant		
Rowen Graham	Day Care Manager		
Emily Carstairs	Day Care Assistant		

### **Self-Employed**

Susan Greengrass	Bookkeeper p/t	Zoe Luxford	Cleaner
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### **Independent Examiner**

Stephen Beard Accountancy Services (approved by the Board of Trustees)

### **Banks and Investments**

Lloyds Bank	Thame, Oxon	Santander	Bootle, Merseyside
M&G Securities	London, EC4R 0HH	CCLA Fund	London, EC4V 4ET

## **Centre Report**

### **⇒ Strategy and Mission**

The Board of Trustees confirm their commitment to the key objects of the Constitution:

- ... provide facilities in the interests of social welfare ...
- ... secure the establishment of a community centre ...
- ... the provision of day centre facilities.

### **⇒ Challenges**

The charity's financial situation has been decreasing over many years. Events like the pandemic and rising inflation have acted as accelerators. Entering April 2022, following extended periods of lockdown, the charity's financial position was recognised as weak with a growing risk of insolvency; access to cash and investments were limited to £95K. Day Care services operate at a loss and the Coffee Shop and Room Hire operations were not at previous levels of income.

OCC and SODC no longer provide revenue support helping us to maintain the services provided to the local parishes.

Quantity of available volunteers continues to reduce.

### **⇒ Plans**

The Trustee Board decided on three new actions focusing on improving the financial situation:

1. To employ a grant funding expert specialising in multi-year revenue application opportunities.
2. To set-up a 'crowdfunding' type scheme via Just Giving (extending the reach of our message and financial support from the local community).
3. To engage with advocates of the Centre capable of providing business and financial advice/support (Friends of the Village Centre).

### **⇒ Achievements**

- 1) Access to cash on 31 March £140K, an increase of £71K over the year
- 2) Working with the grant funding expert we have finalised two plans that will be used for multi-year funding applications during the next financial year:
  - Community Engagement Plan
  - A 3-Year Financial forecast
- 3) The 'crowdfunding' scheme surpassed its objective of £10K.
- 4) Feedback and donations from our 'Friends' have been valuable and significant.

## Chinnor Village Centre

### ⇒ All Operations

Net Surplus of £28K

- **Day Care:** -£15K including a £10K grant from the Chinnor Parish Council to directly support staff costs.
- **Coffee Shop:** +£3K including price increases in April and September
- **Fundraising:** +27K including events, donations, One Lottery, membership, and Santa's sleigh
- **Centre:** +£13K including £70K in grants/donations and £7.4K from Fight Bladder Cancer UK who now permanently hire one of our rooms

### ⇒ Staff, Volunteers, the Local Community and Parish Councils

The Trustee Board extend their thanks to all staff and volunteers for their loyalty and contribution, the local community who responded so generously to our call for financial support (£63K in donations) and the local parish councils of Chinnor, Aston Rowant and Sydenham for their financial support.

Many thanks to Power Aid Ltd who donated and installed a full Solar PV system at the Village Centre.

### ⇒ Results

The detailed results for the year are set out in the Statement of Financial Activities on page 5. The Balance Sheet is shown on page 6. Associated notes are shown on pages 7, 8 and 9. The Independent Examiner's Report is included on page 10.

### ⇒ Funds

The Centre has funds totalling £309,300 and that consists of the following funds:

- **Tangible Fixed Assets designated** fund of £170,125, which represents the original book cost values of the building, minibus, furniture, and equipment purchased less the annual depreciation charges to date.
- **Friendship and Stroke Club designated** fund of £6,042 which is carried forward from prior years and includes unspent grants and donations from the current financial year. The fund is held to help cover the on-going provision of services.
- **Minibus designated** fund of £10,271 is a reserve to replace (or repair) the minibus.
- **FMKC restricted** fund of £8,574, which is held to reflect the grants and donations received specifically for the club to cover costs like attendance and entertainment.
- **General Unrestricted** fund of £114,288, which is equivalent to 6 months of the Centre's annual charitable expenditure, excluding the Friendship and Stroke club service that has its own designated fund. Ideally, the fund needs to show an increase to help meet the increasing needs of the local community.

### ⇒ Investments

The current policy is to invest surplus cash balance between.

- Medium and long-term investment in an actively managed fixed interest fund specifically for charities and designed to produce high income while preserving capital values.
- Fixed rate interest-bearing short-term bank deposits.
- Cash available at bank on current accounts for meeting operating and one-off project requirements.

During the financial year the Board took the decision to liquidate the investment held in stock to alleviate the financial challenges stated on page 2 of this report.

### ⇒ Annual General Meeting

The AGM will be held 6 September 2023 at the Village Centre, High Street, Chinnor



Michael Moore

Chairman

18/08

## Chinnor Village Centre

Statement of Financial Activities as of 31st March 2023		Unrestricted	Restricted	12 Months ended 31 March 2023	12 Months ended 31 March 2022
INCOMING RESOURCES	Notes:	Funds £	Funds £	Total £	£
Day Care	Subscriptions from users	8,364	-	8,364	1,964
	Grants	-	12,350	12,350	13,522
	Donation	-	686	686	-
Forget Me Knot	Attendance	-	553	553	30
	Donations	-	604	604	49
Stroke Club	Attendance	493	-	493	92
	Grant	500	-	500	-
Furloughed Rebate			-	-	12,916
Coffee Shop		90,283	-	90,283	52,520
Fundraising Events		29,528	-	29,528	9,528
Donations	General	45,972	-	45,972	6,445
General Grants	SODC	7,238	-	7,238	15,394
	Chinnor PC s etc	-	-	-	1,000
	Other	16,367	-	16,367	105
Rooms Hire		18,231	-	18,231	5,903
Minibus Hire		3,339	-	3,339	220
Investment Income		622	-	622	645
<b>Total Incoming Resources</b>		<b>220,937</b>	<b>14,193</b>	<b>235,130</b>	<b>120,333</b>
<b>CHARITABLE EXPENDITURE</b>					
Day Care	Staff	-	10,000	10,000	10,083
	Direct	-	993	993	63
	Other	-	-	-	-
Forget Me Knot	Other	-32	1,106	1,074	290
Stroke Club	Other	500	-	500	-
Centre & Coffee Shop	Staff	105,209	-	105,209	65,248
	Food & Drink	25,519	-	25,519	14,095
	Other	46,110	-	46,110	28,791
Fundraising		3,486	-	3,486	277
Minibus		1,946	-	1,946	1,674
Depreciation	3	12,479	-	12,479	12,707
<b>Total Charitable Expenditure</b>		<b>195,217</b>	<b>12,099</b>	<b>207,316</b>	<b>133,228</b>
<b>NET INCOMING/ (OUTGOING) RESOURCES</b>		<b>25,720</b>	<b>2,094</b>	<b>27,814</b>	<b>(12,895)</b>
Unrealised (loss) / gain on investment		-	-	-	-
Extraordinary Items		-	-	-	-
<b>NET INCOMING/ (OUTGOING) RESOURCES</b>		<b>25,720</b>	<b>2,094</b>	<b>27,814</b>	<b>(12,895)</b>
<b>TOTAL FUNDS AT 1 April 2021 / 31 March 2022 (RESTATED)</b>		<b>254,693</b>	<b>26,793</b>	<b>281,486</b>	<b>284,560</b>
<b>Transfers between Funds</b>		<b>4,000</b>	<b>(4,000)</b>	<b>-</b>	<b>-</b>
<b>TOTAL FUNDS AT 1 April 2022 / 31 March 2023</b>		<b>284,413</b>	<b>24,887</b>	<b>309,300</b>	<b>271,665</b>

Balance Sheet as at 31 March 2023

	Notes:	31 March 2023 £	31 March 2022 £
<b>TANGIBLE FIXED ASSETS</b>	3	170,125	178,303
Investments - M & G Charibond		-	33,828
<b>CURRENT ASSETS</b>			
Stocks		1,773	1,285
Bank & Cash			
CCLA COIF Cash Deposit		890	874
Bank Cash Deposits		0	21,509
Bank Current Accounts		140,302	46,992
Credit Card		858	633
Petty Cash		150	107
Cash in Hand		901	1,485
Debtors	7	2,205	4,368
<b>Total Current Assets</b>		147,079	77,253
<b>CREDITORS</b>	8	(7,904)	(8,254)
<b>NET CURRENT ASSETS</b>		139,175	68,999
<b>TOTAL NET ASSETS</b>		<b>309,300</b>	<b>281,130</b>
<b>FUNDS</b>			
Designated Tangible Fixed Assts	5	170,125	178,303
Designated Day Care, Stroke Club & Talking Circle	5	6,042	4,000
Designated Minibus	5	10,271	8,875
Restricted Forget Me Knot Club	5	8,574	8,522
Restricted Donation for Concert	5	0	4,000
General	5	114,288	77,430
<b>TOTAL FUNDS</b>		<b>309,300</b>	<b>281,130</b>

The accompanying notes on pages 8 ,9 and 10 form part of these Accounts.

Approved by the Trustees at the Management Committee Meeting 02/08/2023

Signed on behalf by:

\_\_\_\_\_  
Chair *MJK 18/08*

\_\_\_\_\_  
Treasurer *M. Bond*

### **Accounting Policies**

These accounts have been drawn-up on the historical cost and accrual basis. The income from a grant received is apportioned over the period to which it relates. The proceeds of certain fund-raising events are shared with other charities and the amount shown in these accounts is the net share to this charity.

Buildings, equipment, and furnishings are recorded at cost or, in the case of gifts to the Centre, at their approximate market values.

The building has been depreciated at the rate of 2% per annum and there is a continued maintenance programme to keep the premises in a good state of repair and appearance. The costs are charged to expenditure as and when incurred. Equipment and Furnishings have been depreciated at a third per annum. The minibus is depreciated at 10% per annum.

Investment is stated at market valuation as at financial year end date. Gains and losses on disposals or revaluations of investments are charged or credited to the Statement of Financial Activities shown on Page 6.

### **Management and Administration of the Charity**

All paid staff are engaged in the application of the Centre's charitable work and any costs involved with administration (photocopying, postage etc. for meetings) re negligible in relation to other activities and, accordingly, have not been separated within these accounts.

### 3. Tangible Fixed Assets

	Centre Building & Car Park £	Equip. & Furn. £	Vehicles £	Total £
<b>Cost</b>				
At 1 April 2022	291,186	30,870	44,861	366,917
Additions		4,301		4,301
Disposals				0
At 31 March 2023	<u>291,186</u>	<u>35,171</u>	<u>44,861</u>	<u>371,218</u>
<b>Depreciation</b>				
At 1 April 2022	146,694	29,210	12,710	188,614
Annual Charge	5,825	2,167	4,487	12,479
Disposals				
At 31 March 2023	<u>152,519</u>	<u>31,377</u>	<u>17,197</u>	<u>201,093</u>
Net Book Value				
At 1 April 2022	<u>144,492</u>	<u>1,660</u>	<u>32,151</u>	<u>178,303</u>
At 31 March 2023	<u>138,667</u>	<u>3,794</u>	<u>27,664</u>	<u>170,125</u>

### 4. Capital Commitments

### 5. Movement in Funds

	Designated			Restricted		Unrestricted	Total
	Tangible Fixed Assets £	Day Care, Stroke Club & Talking Circle £	Minibus £	Forget Me Knot Club £	Donation For Concert £	£	General
Balance 1 April 2022	178,303	4,000	8,750	8,522	4,000	90,328	281,130
Net Incoming / (Outgoing) Resources		2,042	1,521	52	(4,000)	23,960	28,170
Additions to Tangible Assets	4,301		-				
Disposals of Tangible Assets	-						
Depreciation of Tangible Assets	(12,479)						
Depreciation of Disposals of Tangible Assets	-						
Transfers							
Balance 31 March 2023	<u>170,125</u>	<u>6,042</u>	<u>10,271</u>	<u>8,574</u>	<u>0</u>	<u>114,288</u>	<u>309,300</u>

Funds are explained in the Funds section of the Trustees Annual Report.

## Chinnor Village Centre

### 6. Activities

The principal activities of the Association continue to be provision of Day Care for the elderly and the Coffee Shop, which is the main source of income.

<b>7. Debtors</b>	<b>2023</b>	<b>2022</b>
Insurance Prepaid	-	347
Amounts due receivable	<u>2,205</u>	<u>4,021</u>
	<u>2,205</u>	<u>4,368</u>

<b>8. Creditors</b>	<b>2023</b>	<b>2022</b>
VAT	4,004	1,908
Fundraising Donations	168	168
Payroll Tax, NIC and Pension	1,148	-
Music for Charities	-	183
Other Creditors - Concert	-	4,000
Suppliers and accrued liabilities	<u>2,584</u>	<u>1,995</u>
	<u>7,904</u>	<u>8,254</u>

Chinnor Village Centre

Independent Examiner's Report to the Trustees of Chinnor Village Centre

This report on the accounts of Chinnor Village Centre for the twelve months ended 31 March 2023 is in respect of an examination carried out under S43 of the Charities Act 1993

**Respective responsibilities of trustees and examiner**

As the trustees you are responsible for the preparation of the accounts; you consider the audit requirement of section 43(2) of the Charities Act 1993 (the Act) do not apply. It is my responsibility to issue this report on the accounts in accordance with the terms of Regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

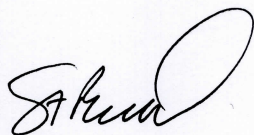
**Basis of independent examiner's report**

My examination was carried out in accordance with the general direction given by the Charity Commission under section 43(7) (b) of the Act. The examination includes a review of the accounting records kept by the trustees and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you, as trustees concerning 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 taken 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 41 of the Act have not been met.  
or
2. To which, attention should be drawn to enable a proper understanding of the accounts to be reached.



Stephen Beard Accountancy Services

10 Cheshire Road

Thame

Oxon OX9 1LQ

Date: 17/08/2023

**CHINNOR VILLAGE CENTRE**

England & Wales - Charity number 1007949

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# Accounts

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**Chinnor Village Centre**

**Trustee's Annual Report & Accounts**

**For the Year Ended 31 March 2022**

**Registered Charity No. 1007949**

## Chinnor Village Centre

### Annual Report & Accounts for the twelve months ending 31 March 2022

#### **Objectives**

The Centre was established and registered with the Charity Commission in January 1992. The main purpose is to provide a range of facilities and social activities for the inhabitants of Chinnor and the surrounding parishes, thereby reducing potential social isolation and encouraging a sense of community and to relieve the elderly and younger ages from their disabilities. This is achieved by means of day care services and a coffee shop, providing a range of homemade refreshments.

#### **Organisation**

The membership consists of subscribing 'Friends of the Village Centre' and at the end of this financial period the total number of members stood at 98. Only 'Friends' (otherwise known as members) can vote at formal meetings or be elected to become a trustee and therefore join the Board of Trustees.

The governance of the Centre is carried out by the Board of Trustees. There can be up to 9 Trustees, including up to 4 honorary officers and they are elected annually. The Board reports to an Open Meeting no fewer than 3 times per year including an Annual General Meeting, at which any 'Friend' can attend and vote.

#### **Trustees**

Michael Moore	Chairman	Michele Pethers
Andy Bennett	Vice Chairman	Alan Mawby
Cindy Bull	Secretary	Elaine Stokes
Stephanie Green	Treasurer	Nettie Dearmun

#### **Staff**

Sue Collins	Coffee Shop Manager	Julie Morgan	Office Administration p/t
Tina Clarke	Senior Kitchen Assistant	Rayne Hillcoat-Williams	Office Administration p/t
Claire Jenkinson	Kitchen Assistant		
Rowen Graham	Day Care Manager		
Emily Carstairs	Day Care Assistant		

#### **Self-Employed**

Susan Greengrass	Bookkeeper p/t	Zoe Luxford	Cleaner
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#### **Independent Examiner**

Stephen Beard Accountancy Services (approved by the Board of Trustees)

#### **Banks and Investments**

Lloyds TSB	Thame, Oxon	Santander	Bootle, Merseyside
Virgin Money	Gosforth, Newcastle	CCLA Fund	London, EC4V 4ET
M&G Securities	London, EC4R 0HH		

## **Centre Report**

Entering April 2021, the governments covid-19 road map was giving the advice to 'stay at home as much as possible'. On 17 May 2021 restaurants cafés and pubs were permitted to serve people sitting at a table inside. At this point, the Board of Trustees took the decision not offer table service in the coffee shop because in 2020 there had been low attendance and some difficulties in enforcing the rules and regulations determined by the government.

**Instead, it was decided to take a stepped approach to re-opening the business:**

1. Re-open the Coffee Shop from August 2021
2. Re-open room hire from November 2021
3. Re-open Day Care services from January 2022

The government delayed step 4 of their roadmap to 19 July to increase the vaccinated population, allowing the charity's timeline to be maintained.

The charity is very grateful to the Coffee Shop team, notably Sue Collins and Tina Clarke, and the team of volunteers, who, in an extremely difficult and stressful period have brought this important revenue stream back on course. In line with 2019 trading, March 2022 showed an income of £8.5K.

### **Room Hire**

Room hire re-opened as planned in November 2021, and many community groups and local organisations renewed their contracts. This continues to be an important income stream for the charity, a potential growth area for the business.

### **Day Care Services**

The Friendship Club, the Stroke Club and the Forget Me Knot Café re-opened as scheduled in January 2022 and by the end of March attendance had grown by 35%, despite disruption from covid-19. The charity welcome new staff members Rowen Graham and Emily Carstairs and extend many thanks to the volunteers who support these sessions. The provision of Day Care has always required additional funding as the attendance fee (sustainable and affordable) does not cover the operational cost. In early 2022 the Chinnor Paris Council supported the charity with a payment of £10K and committed to a six-month review of funding, the Chinnor Village Centre is very grateful for this. Without the ongoing financial support of a local council, the continuation of such services is at risk. The Trustees are also grateful to the drivers and escorts of the charity's minibus, who provide transport for Day Care members who might otherwise not be able to attend Day Care. Special thanks to Steve Doel, one of the drivers, for his continued availability and support when re-establishing this service.

### **Community Links**

There has been regular engagement with the Social Prescriber and Age UK local representative to help shape Day Care services.

## **Fundraising**

The Fundraising team continued to be led by Elaine Stokes and her team of helpers including Julie Bennett, Andrea & Chris Melbourne, Jo Smythe, Sharon Findlow, Victoria Paterson and Cindy Bull. The first fundraising event of the period was a Quiz Night 26 November. Owing to the restrictive rules on social distancing in force at the time, it was decided that this Quiz Night would be instead of the Victorian Christmas Market normally planned for the end of November. The Quiz Night raised over £500, a respectable total for this type of event but considerably less than a Victorian Christmas Market.

The Father Christmas sleigh was refurbished by Alan Mawby, and was in use during two weeks before Christmas. An additional event marked the start of Santa's journey involving Christmas music, refreshments and games, which raised £154. Accompanied by the volunteer elves and Father Christmas, the sleighs nightly journey was a welcome treat for families in and around Chinnor during those two weeks, and record levels of donations were collected amounting to £4K+.

The Burns Night supper, initially planned for 10 January 2022, was cancelled due to surging covid-19 levels in the community.

## **One Lottery**

In March 2022, the decision was taken by the Board of Trustees to close the 200 Club in favour of membership of the One Lottery, a national scheme, set up to provide the infrastructure required to run a lottery in house. There is no limit on the number of members or tickets and so it offers an opportunity to expand membership and to provide a consistent income to the Village Centre but at the same time reducing the time used in administering such an activity.

## **Grants/Investments**

Grants received over the period total £27.5K with 50% supporting Day Care services. The balance was for project specific purposes, but these will in turn increase the number of people visiting/using the Centre, which will then augment the revenue that can be used for non-specific purposes i.e., wages.

Over the next 12 months remaining investments will be liquidated to strengthen the charity's weak cash position/availability.

## **Other**

The minibus was not used until January 2022, and there is an urgent need for additional volunteer drivers, as many previous volunteers are either ineligible or unable to resume driving duties.

The Centre is grateful to Cindy Bull who takes minutes at the Board of Trustees and Public meetings during the reporting period.

## Results

The results for the year are set out on the following pages. The independent examiner's report will follow once the year end audit is complete.

## Funds

The Centre has funds totalling £281,131 and that consists of the following funds:

- **Tangible Fixed Assets designated** fund of £178,302 which represents the original book cost values of the building, minibus, furniture and equipment purchased less the annual depreciation charges to date.
- **Day Care and Stroke Club designated** fund of £4,000 which is carried forward from the previous year, and includes unspent grants from the current financial year
- **Minibus designated** fund of £8,877 is a reserve to replace (or repair) the minibus
- **Donation for Concert** of £4,000
- **FMKC restricted** fund of £8,522, a slight reduction to reflect the air monitors purchased in the interests of covid- 19 compliance
- **WiFi Improvements restricted** fund of £1,000 for specific improvements to the Centre's WiFi. This was carried out in this financial year.
- **Conservatory Repairs restricted** fund of £5,000 is held specifically for repairs to the conservatory. Again, these were carried out in this financial year.
- **General Unrestricted** fund of £77,430. This fund is £55,291 up from the previous financial year

## Investments

The current policy is to invest surplus cash balance between

- Medium and long-term investment in an actively managed fixed interest fund specifically for charities and designed to produce high income while preserving capital values.
- Fixed rate interest-bearing short-term bank deposits
- Cash available at bank on current accounts for meeting operating and one-off project requirements

## Annual General Meeting

The AGM was held 1 June 2022 at the Village Centre, High Street, Chinnor



Michael Moore

Chairman

**Chinnor Village Centre**  
Statement of Financial Activities for the 12 months ending 31st March 2022

		Unrestricted	Restricted	12 Months ended 31 March 2022 Total	12 Months ended 31 March 2021
INCOMING RESOURCES	Notes:	Funds £	Funds £	£	£
Day Care	Subscriptions from users	1,964	-	1,964	
	Grants	-	13,522	13,522	6,000
	Donation	-	-	-	-
Forget Me Knot	Attendance	30	-	30	-
	Donations	49	-	49	-
	Grants	-	-	-	-
Stroke Club	Attendance	92	-	92	-
	Donations	-	-	-	-
Furloughed Rebate		12,916	-	12,916	41,334
Coffee Shop		52,520	-	52,520	4,632
Fundraising Events		9,528	-	9,528	1,804
Donations	General	6,445	-	6,445	5,013
General Grants	SODC	15,394	-	15,394	10,000
	Chinnor PC s etc	1,000	-	1,000	-
	Other	105	-	105	200
Rooms Hire		5,903	-	5,903	2,338
Minibus Hire		220	-	220	-
Profit/ Loss on Sale of Fixed Asset		-	-	-	-
Investment Income		645	-	645	927
<b>Total Incoming Resources</b>		<b>106,811</b>	<b>13,522</b>	<b>120,333</b>	<b>72,248</b>
<b>CHARITABLE EXPENDITURE</b>					
Day Care	Staff	-	10,083	10,083	9,641
	Direct	-	63	63	4,399
	Other	-	-	-	-
Forget Me Knot	Other	290	-	290	-
Stroke Club	Other	-	-	-	-
Centre & Coffee Shop	Staff	65,248	-	65,248	67,012
	Food & Drink	14,095	-	14,095	2,649
	Other	28,791	-	28,791	17,427
Fundraising		277	-	277	-
Minibus		1,674	-	1,674	599
Depreciation	3	12,707	-	12,707	13,377
<b>Total Charitable Expenditure</b>		<b>123,082</b>	<b>10,146</b>	<b>133,228</b>	<b>115,104</b>
<b>NET INCOMING/ (OUTGOING) RESOURCES</b>		<b>(16,271)</b>	<b>3,376</b>	<b>(12,895)</b>	<b>(42,856)</b>
Unrealised (loss) / gain on investment		-	-	-	(181)
Extraordinary Items		-	-	-	(2,033)
<b>NET INCOMING/ (OUTGOING) RESOURCES</b>		<b>(16,271)</b>	<b>3,376</b>	<b>(12,895)</b>	<b>(45,070)</b>
<b>TOTAL FUNDS AT 1 April 2021/ 31 March 20</b>		<b>261,320</b>	<b>23,240</b>	<b>284,560</b>	<b>329,630</b>
<b>Transfers between Funds</b>					
<b>TOTAL FUNDS AT 1 April 2022/ 31 March 21</b>		<b>245,049</b>	<b>26,616</b>	<b>271,665</b>	<b>284,560</b>

Registered charity No 1007949

# Chinnor Village Centre

## Balance Sheet as at 31 March 22


		<u>31 March 2022</u>		<u>31 March 2021</u>
Notes:		£		£
<b>TANGIBLE FIXED ASSETS</b>				
	3	178,302		190,283
Investments - M & G Charibond		33,828		33,828
<b>CURRENT ASSETS</b>				
Stocks		1,285		817
Bank Fixed Term Deposits		874		873
CCLA COIF Cash Deposit		21,509		21,509
Bank Cash Deposits		46,992		43,460
Bank Current Accounts		633		29
Credit Card		107		454
Petty Cash		1,485		1,000
Cash in Hand				
Debtors	7	4,368		1,332
<b>Total Current Assets</b>		<u>77,253</u>		<u>69,474</u>
<b>CREDITORS</b>	8	(8,252)		(9,025)
<b>NET CURRENT ASSETS</b>		69,001		60,449
<b>TOTAL NET ASSETS</b>		<u><u>281,131</u></u>		<u><u>284,560</u></u>
<b>FUNDS</b>				
Designated Tangible Fixed Assts	5	178,302		190,283
Designated Day Care, Stroke Club & Talking Circle	5	4,000		46,481
Designated Minibus	5	8,877		8,750
Restricted Forget Me Knot Club	5	8,522		8,907
Restricted Donation for Concert	5	4,000		8,000
Restricted Donation re Lottery Grant	5	-		-
General	5	77,430		22,139
<b>TOTAL FUNDS</b>		<u><u>281,131</u></u>		<u><u>284,560</u></u>

The accompanying notes on pages 8,9 and 10 form part of these Accounts.

Approved by the Trustees at the Management Committee Meeting on 20th February 2023

Signed on behalf by:

  
 \_\_\_\_\_  
 Chair

  
 \_\_\_\_\_  
 Acting Treasurer

Registered charity No 1007949

## Chinnor Village Centre

### **Accounting Policies**

These accounts have been drawn-up on the historical cost and accrual basis. The income from a grant received is apportioned over the period to which it relates. The proceeds of certain fund-raising events are shared with other charities and the amount shown in these accounts is the net share to this charity.

Buildings, equipment and furnishings are recorded at cost or, in the case of gifts to the Centre, at their approximate market values.

The building has been depreciated at the rate of 2% per annum and there is a continued maintenance programme to keep the premises in a good state of repair and appearance. The costs are charged to expenditure as and when incurred. Equipment and Furnishings have been depreciated at a third per annum. The minibus is depreciated at 10% per annum.

Investment is stated at market valuation as at financial year end date. Gains and losses on disposals or revaluations of investments are charged or credited to the Statement of Financial Activities shown on Page 6.

### **Management and Administration of the Charity**

All paid staff are engaged in the application of the Centre's charitable work and any costs involved with administration (photocopying, postage etc. for meetings) re negligible in relation to other activities and, accordingly, have not been separated within these accounts.

## Chinnor Village Centre

### 3. Tangible Fixed Assets

	Centre Building & Car Park £	Equip & Furn. £	Vehicles £	Total £
<b>Cost</b>				
at 1 April 2021	291,186	30,144	44,860	366,190
Additions		726		726
Disposals				0
at 31 March 2022	<u>291,186</u>	<u>30,870</u>	<u>44,860</u>	<u>366,916</u>
<b>Depreciation</b>				
at 1 April 2021	140,874	26,808	8,225	175,907
Annual Charge	5,820	2,401	4,486	12,707
Disposals				0
at 31 March 2022	<u>146,694</u>	<u>29,209</u>	<u>12,711</u>	<u>188,614</u>
<b>Net Book Value</b>				
At 1 April 2021	<u>150,312</u>	<u>3,336</u>	<u>36,635</u>	<u>190,283</u>
At 31 March 2022	<u>144,492</u>	<u>1,661</u>	<u>32,149</u>	<u>178,302</u>

### 4. Capital Commitments

### 5. Movement in Funds

	Designated			Restricted			Unrestricted	Total
	Tangible Fixed Assets £	Day Care, Stroke Club & Talking Circle £	Minibus £	Forget Me Knot Club £	Donat. For Concert £	Lottery Grant £	£	
Balance 1 April 2021	190,283	46,481	8,750	8,907	8,000	-	22,139	284,560
Net Incoming / (Outgoing) Resources		(42,481)		(385)	(4,000)		(42,212)	(3,429)
Additions to Tangible Assets	726							
Disposals of Tangible Assets	-						(726)	-
Depreciation of Tangible Assets	(12,707)							
Depreciation of Disposals of Tangible Assets	-						12,707	-
Transfers							-	
Balance 31 March 2022	<u>178,302</u>	<u>4,000</u>	<u>8,750</u>	<u>8,522</u>	<u>4,000</u>	<u>-</u>	<u>(8,092)</u>	<u>281,131</u>

Funds are explained in the Funds section of the Trustees Annual Report.

## Chinnor Village Centre

The principal activities of the Association continue to be provision of Day Care for the elderly and the Coffee Shop, which is the main source of income.

<b>7. Debtors</b>	<b>2022</b>	<b>2021</b>
Insurance Prepaid	347	159
Water & Cleaning	-	83
Telephone & Internet	-	107
VAT	-	418
Suppliers	-	243
Furloughed Rebate	-	-
Amounts due receivable	<u>4,021</u>	<u>322</u>
	<u><u>4,368</u></u>	<u><u>1,332</u></u>
<b>8. Creditors</b>	<b>2022</b>	<b>2021</b>
VAT	1,907	-
Fundraising Donations	168	-
Payroll Tax ,NIC and Pension	-	466
Music for Charities	183	-
Other Creditors - Concert	4,000	-
Suppliers and accrued liabilities	<u>1,994</u>	<u>8,559</u>
	<u><u>8,252</u></u>	<u><u>9,025</u></u>

Chinnor Village Centre

Independent Examiner's Report to the Trustees of Chinnor Village Centre

This report on the accounts of Chinnor Village Centre for the twelve months ended 31 March 2022 is in respect of an examination carried out under S43 of the Charities Act 1993

**Respective responsibilities of trustees and examiner**

As the trustees you are responsible for the preparation of the accounts; you consider the audit requirement of section 43(2) of the Charities Act 1993 (the Act) do not apply. It is my responsibility to issue this report on the accounts in accordance with the terms of Regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general direction given by the Charity Commission under section 43(7) (b) of the Act. The examination includes a review of the accounting records kept by the trustees and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you, as trustees concerning 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 taken 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 41 of the 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.



Stephen Beard Accountancy Services

Date: 24/02/2023

10 Cheshire Road

Thame

Oxon OX9 1LQ

**CHINNOR VILLAGE CENTRE**

England & Wales - Charity number 1007949

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# Accounts

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**Chinnor Village Centre**

**Trustee's Annual Report & Accounts**

**For the year ended 31<sup>st</sup> March 2021**

**Registered Charity No.1007949**

## Chinnor Village Centre

### Annual report & accounts for the twelve months ending 31<sup>st</sup> March 2021

#### **Objectives**

The Centre was established and registered with the Charity Commission as a charity in January 1992. Its main purpose is to promote the benefit of the inhabitants of Chinnor and the surrounding parishes by providing a community centre to relieve the elderly and younger ages from their disabilities by means of social welfare and day care facilities and a coffee shop facility providing a range of meals snacks and refreshments for everyone to enjoy.

#### **Organisation**

The membership consists of subscribing 'Friends of the Village Centre' and at end of this financial period the total number of members stood at 85. Only 'Friends' (otherwise known as members) can vote at formal meetings or be elected to become a trustee and therefore join the Board of Trustees.

The governance of the Centre is carried out by the Board of Trustees. There can be up to 9 Trustees, including up to 4 honorary officers and they are elected annually. The Board reports to an Open Meeting no fewer than 3 times per year including an Annual General Meeting, at which any Friend can attend and vote.

#### **Trustees**

Alan Mawby	- <i>Chairman</i>	Michele Pethers
Andy Bennett	- <i>Vice Chairman</i>	Michael Moore Co-opted
Cindy Bull	- <i>Secretary</i>	Elaine Stokes Co-opted

#### **Staff**

Sue Collins	<i>Coffee Shop Manager</i>
Tina Clarke	<i>Coffee Shop Assistant</i>
Emily Carstairs	<i>Coffee Shop Assistant</i>
Alan Dedman	<i>Cleaner</i>
Tania Case	<i>Bookkeeper</i>

#### **Independent Examiner**

Stephen Beard Accountancy Services (approved by the Board of Trustees).

#### **Banks**

Lloyds TSB, Thame, Oxon.  
Santander Bootle, Merseyside  
Virgin Money, Jubilee House, Gosforth, Newcastle upon Tyne NE3 4PL.  
CCLA Fund, Senator House, 85 Queen Victoria Street, London EC4V 4ET

#### **Investments**

M&G Securities Limited, Laurence Pountney Hill, London EC4R 0HH.

## **Centre Report**

The reporting period covers the financial year from 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021. The Centre was unable to provide its full range of services for most of the financial year due to COVID-19.

In the reporting period, Centre was financially supported by Oxfordshire County Council and South Oxfordshire District Council. A Day Care Grant was provided by Oxfordshire County Council until 31<sup>st</sup> March 2021. Chinnor Parish Council continued to support funding of our minibus repairs. The Centre very much appreciates the continued support from all funding authorities, but the long periods of the Centre being closed limited the level of financial support in the financial year to end 31 March 2021.

Centre continues to apply for all relevant grants, when possible. Thanks to Mike Moore for his continued involvement with this task.

The Centre readily appreciates any form of support that may be offered by members and volunteers alike.

Maintaining financial stability, in what continues to be difficult conditions for many commercial, charitable and voluntary organisations, in the past twelve months has proved very difficult. As mentioned previously, COVID -19 has forced the Centre to close for long periods and that will continue for some time.

Day Care, otherwise known as the Friendship Club normally operating for 3 days each week was unable to meet during the financial year which was a great shame as the number of elderly residents who are in need of social welfare is undoubtedly increasing. Currently, the Centre is without a Care Services Manager and a Deputy.

The 'Forget Me Knot Café' and the 'Stroke Club' was unable to open during the financial year.

The Coffee Shop was only able to open on certain days in April, September, October and December - this reflected in the low turnover of £4,632.

## **Fundraising**

The fund raising Group continued overseen by Elaine Stokes and her team of helpers including Julie Bennett, Dorothea Dunn, Andrea and Chris Melbourne, Jo Smythe, Karen Marshall and Cindy Bull. Unfortunately, due to Covid-19 the only fund raising event they were able to arrange was the sale of goods on E-Bay, which raised £1,157.

The normal Father Christmas float was unable to be held for various reasons but Craig Williams of CW Active stepped in the breach and arranged an open lorry to take its place and provided a Father Christmas with helpers. They arranged the same routes as in previous years, and it was a magnificent effort by Craig and his team which raised £584 in this year's accounts and £1,663 in the following year's accounts.

## **Other**

The minibus was not able to be used during the financial year

The Centre thanks Cindy Bull for being the minute taker at the Board of Trustees and Open Meetings during the reporting period.

## Results

The detailed results for the year are set out in the Statement of Financial Activities on page 5. The Balance Sheet is shown on page 5. Associated notes are shown on pages 6, 7 and 8. The Independent Examiner's Report is included as page 9.

## Funds –

The Centre has funds totalling £284,560 (see page 6) and that consists of the following funds:

- **Tangible Fixed Assets designated** fund of £190,283 which represents the original book cost values of the building, minibus, furniture and equipment purchased less the annual depreciation charges to date. Additions to assets were £216 compared with £50,654 last year.
- **Day Care and Stroke Club designated** fund of £46,481 which is carried forward from the previous year. Due to Covid-19 there have been no meetings of Day Care and Stroke Club from 1<sup>st</sup> April 2020.
- **Minibus designated** fund of £8,750 is a reserve to replace the current Minibus which was purchased in June 2019 for £44,860.
- **Donation for Concert** of £8,000. This was an outside donation for a Concert which was planned for the beginning of the financial year in 2021. Unfortunately this could not go ahead due to Covid-19 and this will be held over to arrange at a suitable time.
- **Forget Me Knot Café restricted** fund of £8,907 has not altered since the previous year due to no meetings being held due to Covid-19
- **General unrestricted** fund of £22,139 which is equivalent to 3 months of Centre's annual charitable expenditure, excluding the Day Care service that has its own designated fund. This fund is £34,051 down from the previous financial year end.

## Investments

The current policy is to invest surplus cash balances between:

- medium and long term investment in an actively managed fixed interest fund specifically for charities and designed to produce high income while preserving capital values,
- fixed rate interest bearing short term bank deposits
- cash available at bank on current accounts for meeting operating and one-off project requirements.

## Annual General Meeting

The Annual General Meeting will be held on 8<sup>th</sup> September 2021 at the Village Centre, High Street, Chinnor.

Alan Mawby  
Chairman

## Chinnor Village Centre

Statement of Financial Activities for the 12 months ending 31st March 2021

		Unrestricted	Restricted	12 Months ended 31 March 2021	12 Months ended 31 March 2020
Notes:		Funds £	Funds £	Total £	£
<b>INCOMING RESOURCES</b>					
Day Care	Subscriptions from users	-	-		28,011
	OCC Grant	-	6,000	6,000	7,000
	Donation			-	20
Forget Me Knot	Attendance	-		-	1,375
	Donations	-		-	1,297
	Grants	-		-	
Stroke Club	Attendance	-		-	1,085
	Donations	-		-	
Talking Circle	Donations	-		-	
Furloughed Rebate		41,334	-	41,334	2,914
Coffee Shop		4,632	-	4,632	91,698
Fundraising Events		1,804	-	1,804	22,803
Donations	General	5,013	-	5,013	17,345
General Grants	SODC	10,000	-	10,000	4,596
	Chinnor PC s etc	-	-	-	-
	Other	200	-	200	4,485
Restricted Grant	SODC			-	-
Rooms Hire		2,338	-	2,338	15,692
Minibus Hire		-	-	-	6,170
Profit/ Loss on Sale of Fixed Asset		-	-	-	500
Investment Income		927	-	927	932
<b>Total Incoming Resources</b>		<b>66,248</b>	<b>6,000</b>	<b>72,248</b>	<b>205,923</b>
<b>CHARITABLE EXPENDITURE</b>					
Day Care	Staff	3,641	6,000	9,641	18,635
	Direct	4,399	-	4,399	14,981
	Other	-	-	-	7,819
Forget Me Knot	Other	-	-	-	1745
Stroke Club	Other	-	-	-	825
Centre & Coffee Shop	Staff	67,012	-	67,012	84,555
	Food & Drink	2,649	-	2,649	26,299
	Other	17,427	-	17,427	28,148
Fundraising		-	-	-	5,050
Minibus		599	-	599	2,306
Depreciation		13,377	-	13,377	12,019
<b>Total Charitable Expenditure</b>		<b>109,104</b>	<b>6,000</b>	<b>115,104</b>	<b>202,382</b>
<b>NET INCOMING/ (OUTGOING) RESOURCES</b>		<b>(42,856)</b>	<b>0</b>	<b>(42,856)</b>	<b>3,541</b>
Unrealised (loss) / gain on investment		(181)	-	(181)	232
Extraordinary Items		(2,033)	-	(2,033)	-
<b>NET INCOMING/ (OUTGOING) RESOURCES</b>		<b>(45,070)</b>	<b>0</b>	<b>(45,070)</b>	<b>3,773</b>
<b>TOTAL FUNDS AT 1 April 2020/ 31 March 19</b>		<b>306,390</b>	<b>23,240</b>	<b>329,630</b>	<b>325,856</b>
<b>Transfers between Funds</b>					
<b>TOTAL FUNDS AT 1 April 2021/ 31 March 20</b>		<b>281,320</b>	<b>23,240</b>	<b>284,560</b>	<b>329,629</b>

# Chinnor Village Centre

## Balance Sheet as at 31 March 21

		<u>31 March 2021</u>	<u>31 March 2020</u>
Notes:		£	£
<b>TANGIBLE FIXED ASSETS</b>	<b>3</b>	190,283	203,444
Investments - M & G Charibond		33,828	34,009
<b>CURRENT ASSETS</b>			
Stocks		817	1,282
Bank Fixed Term Deposits			
CCLA COIF Cash Deposit		873	873
Bank Cash Deposits		21,509	21,404
Bank Current Accounts		43,460	74,101
Credit Card		29	29
Petty Cash		454	603
Cash in Hand		1,000	550
Debtors	<b>7</b>	1,332	8,041
<b>Total Current Assets</b>		<u>69,474</u>	<u>106,883</u>
<b>CREDITORS</b>	<b>8</b>	(9,025)	(14,707)
<b>NET CURRENT ASSETS</b>		60,449	92,176
<b>TOTAL NET ASSETS</b>		<u><u>284,560</u></u>	<u><u>329,629</u></u>
<b>FUNDS</b>			
Designated Tangible Fixed Assts	<b>5</b>	190,283	203,444
Designated Day Care, Stroke Club & Talking Circle	<b>5</b>	46,481	46,481
Designated Minibus	<b>5</b>	8,750	3,750
Restricted Forget Me Knot Club	<b>5</b>	8,907	8,907
Restricted Donation for Concert	<b>5</b>	8,000	8,000
Restricted Donation re Lottery Grant	<b>5</b>	-	2,857
General	<b>5</b>	22,139	56,190
<b>TOTAL FUNDS</b>		<u><u>284,560</u></u>	<u><u>329,629</u></u>

The accompanying notes on pages 7,8 and 9 form part of these Accounts.

Approved by the Trustees at the Management Committee Meeting on 26th August 2021

Signed on behalf by:

  
 \_\_\_\_\_  
 Chair

  
 \_\_\_\_\_  
 Acting Treasurer

Registered charity No 1007949

## Chinnor Village Centre

### 1. Accounting Policies

These accounts have been drawn up on the historical cost and the accrual basis. The income from a grant received is apportioned over the period to which it relates. The proceeds of certain fund-raising events are shared with other charities and the amount shown in these accounts is the net share due to this charity.

Buildings, equipment and furnishings are recorded at cost or, in the case of gifts to the Centre, at their approximate market values.

The building has been depreciated at the rate of 2% per annum and there is a continual maintenance programme to keep the premises in a good state of repair and appearance. The costs are charged to expenditure as and when incurred. Equipment and Furnishings have been depreciated at 33⅓% per annum. The minibus is depreciated at 10% per annum.

Investment is stated at market valuation as at financial year end date. Gains and losses on disposals or revaluations of investments are charged or credited to the Statement of Financial Activities shown on page 5.

### 2. Management and Administration of the Association

All paid staff are engaged in the application of the Centre's charitable work and any costs involved with administration (photocopying, postage etc. for meetings) are negligible in relation to other activities and, accordingly, have not been separated within these accounts.

## Chinnor Village Centre

### 3. Tangible Fixed Assets

	Centre Building & Car Park £	Equip & Furn. £	Vehicles £	Total £
<b>Cost</b>				
at 1 April 2020	291,186	89,248	44,860	425,294
Additions		216		216
Disposals		(59,320)		(59,320)
at 31 March 2021	<u>291,186</u>	<u>30,144</u>	<u>44,860</u>	<u>366,190</u>
<b>Depreciation</b>				
at 1 April 2021	135,054	83,057	3,739	221,850
Annual Charge	5,820	3,071	4,486	13,377
Disposals		(59,320)		(59,320)
at 31 March 2021	<u>140,874</u>	<u>26,808</u>	<u>8,225</u>	<u>175,907</u>
<b>Net Book Value</b>				
At 1 April 2020	<u>156,132</u>	<u>6,191</u>	<u>41,121</u>	<u>203,444</u>
At 31 March 2021	<u>150,312</u>	<u>3,336</u>	<u>36,635</u>	<u>190,283</u>

### 4. Capital Commitments

### 5. Movement in Funds

	Designated			Restricted			Unrestricted	Total
	Tangible Fixed Assets £	Day Care, Stroke Club & Talking Circle £	Minibus £	Forget Me Knot Club £	Donat. For Concert £	Lottery Grant £	£	
Balance 1 April 2020	203,444	46,481	3,750	8,907	8,000	2,857	56,190	329,629
Net Incoming / (Outgoing) Resources						(2,857)	(42,212)	(45,069)
Additions to Tangible Assets	216		5,000					
Disposals of Tangible Assets	(59,320)						(5,216)	-
Depreciation of Tangible Assets	(13,377)						59,320	
Depreciation of Disposals of Tangible Assets	59,320						13,377	-
Transfers							(59,320)	-
Balance 31 March 2021	<u>190,283</u>	<u>46,481</u>	<u>8,750</u>	<u>8,907</u>	<u>8,000</u>	<u>-</u>	<u>22,139</u>	<u>284,560</u>

Funds are explained in the Funds section of the Trustees Annual Report.

## Chinnor Village Centre

### 6. Activities

The principal activities of the Association continue to be provision of Day Care for the elderly and the Coffee Shop, which is the main source of income.

<b>7. Debtors</b>	<b>2021</b>	<b>2020</b>
Insurance Prepaid	159	2,168
SODC		
Water & Cleaning	83	288
Telephone & Internet	107	-
VAT	418	
Suppliers	243	
Furloughed Rebate	-	2,914
Amounts due receivable	322	2,671
	<u>1,332</u>	<u>8,041</u>

<b>8. Creditors</b>	<b>2021</b>	<b>2020</b>
VAT	-	2,285
Payroll Tax ,NIC and Pension	466	1,720
Suppliers and accrued liabilities	8,559	10,702
	<u>9,025</u>	<u>14,707</u>

**Independent Examiner's Report to the Trustees of Chinnor Village Centre  
of Chinnor Village Centre**

This report on the accounts of Chinnor Village Centre for the twelve months ended 31<sup>st</sup> March 21 is in respect of an examination carried under S43 of the Charities Act 1993.

**Respective responsibilities of trustees and examiner**

As the trustees you are responsible for the preparation of the accounts: you consider the audit requirement of section 43(2) of the Charities Act 1993 (the Act) do not apply. It is my responsibility to issue this report on the accounts in accordance with the terms of Regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general direction given by the Charity Commission under section 43(7) (b) of the Act. That examination includes a review of the accounting records kept by the trustees and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you, as trustees concerning 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 taken 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 41 of the 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.



Stephen Beard Accountancy Services  
10 Cheshire Road  
Thame  
Oxon  
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Date: 2<sup>nd</sup> September 2021