



Trustees' Annual Report for the period

Period start date
From **01 04 2021** To **31 03 2022**
Period end date

Section A Reference and administration details

Charity name **Herlington Community Association**

Other names charity is known by **None**

Registered charity number (if any) **1021653**

Charity's principal address
Herlington Community Centre
Herlington Centre, Orton Malborne
Peterborough
Postcode **PE2 5PW**

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	James Simpson	Chairperson		Membership
2	Paul Howlett	Treasurer		Membership
3	Tracy Henderson			Membership
4	Kerri Yeomans			Membership
5	Barbara Howlett	Secretary		Membership
6	Anne Brown			Membership
7	Cathy Menzie			Membership
8	Natasha Kennewell			Membership
9	Graham Casey			Membership
10	Louise Graham			Membership
11				
12				
13				
14				
15				
16				
17				
18				

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected & Co-opted

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Association is managed by its 3 Officers and 7 Managing Trustees.

The building is managed by a paid Centre Manager, and 2 part time cleaners.

The Association also employs 1 part time coffee morning coordinator.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the Association are;

1. to promote the benefit of the inhabitants of the Orton's and the neighbourhood defined "the area of benefit" without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.
2. Establish or secure the establishment of a Community Centre (hereinafter called "the Centre") and to maintain and manage the same (whether alone or in co-operation with the local authority or other person or body) in furtherance of these objects.
3. Promote such other charitable purposes as may from time to time be determined. The Association shall be non-party in politics and non-sectarian in religion, and not to discriminate in race or gender.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Managing Trustees have paid due regard to the guidance issued by the Charity Commission on the public benefit in the advancement of community development.

Make the building available for hire to local groups, individuals, and commercial hirers that provide a service for the local community.

Make the building available for the local community to hire at affordable prices.

The Association has affiliated and non-affiliated groups that supply a varied selection of activities for the local community, such as Pre-school, Keep Fit, Dance Group, Beavers, Christian Presence Church, Bulgarian School, and national groups providing activities for the local community, such as GKR Karate.

The Association also run a successfully coffee morning one morning per week.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

All the volunteers have made a valuable contribution to keeping the Association viable, giving up their time to ensure the centre runs smoothly, especially in these times of uncertainty over the future of the community centres in the Peterborough City Council area.

They are still preparing for the impending Community Asset Transfer Program and are nearing end the process of converting to a CIO Charity.

Most of the Associations activities have gradually got back to normal throughout the year, after the global covid pandemic, groups are starting to use the building, and private party and events are gradually resuming, though the future is still a little uncertain.

Summary of the main achievements of the charity during the year

This year the Association has struggle encouraging groups back in to the centre after the global covid pandemic, and government covid restrictions, towards the end of the financial year the Association started to see shoots of recovery in private bookings such as parties, weddings, and larger get together, this is put a strain on the finances, with the Association having to use some of their reserves.

The asset transfer negotiations with Peterborough City Council are now on going again, after being put on hold during the pandemic, and conversion to a CIO Charity is in the final stages.

The Association has appointed a solicitor for the planned asset transfer.

Meetings are back to normal levels and are generally well attended.

The Association have completed a 5-year business plan ready for asset transfer, this will be monitored ongoing by the committee.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Associations aim is to have at least 33% of previous year's expenditure in reserve.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The main source of fundraising has been hiring the building to private hires, commercial hires, regular user groups.

The funds have made sure the Associations remains viable throughout the financial year.

A surplus is being built up to aid the Association with the Asset Transfer, and the initial costs.

Section F

Other optional information

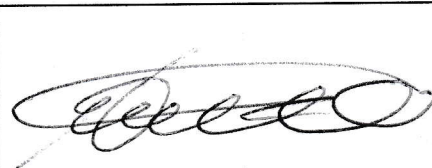
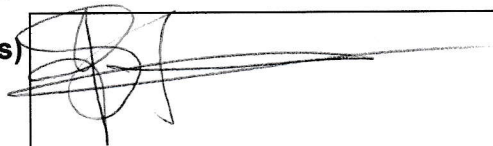
Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

JAMES ALEXANDER SIMPSON

P. HOWLETT.

Position (eg Secretary, Chair, etc)

CHAIR.

TREASURER.

Date

05/12/2021

**HERLINGTON COMMUNITY ASSOCIATION
HERLINGTON COMMUNITY CENTRE
ORTON MALBORNE
PETERBOROUGH
PE2 5PW**

**INDEPENDENT EXAMINED ACCOUNTS REPORT
FOR THE YEAR ENDED
31ST MARCH 2022**

HERLINGTON COMMUNITY ASSOCIATION

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1. Receipts and Payments
2. Statement of Assets and Liabilities
3. Independent Examiners Report

**HERLINGTON COMMUNITY ASSOCIATION
RECEIPTS AND PAYMENTS
FOR YEAR ENDING 31 MARCH 2022**

Income	2021/22	2020/21
Centre Hire	39,573	23,927
Refund from SSE Electricity Account	3,000	2,000
Covid Funding - Peterborough City Council	-	10,000
Covid Job Retention Scheme	-	3,933
Misc. Income	-	100
Total Income	42,573	39,960

Expenditure	2021/22	2020/21
Wages & HMRC	25,692	22,759
Pension - NEST	714	483
Electricity	6,600	6,600
Gas	1,009	1,537
Water	980	420
Waste	724	666
Phone / Internet	450	407
Insurance	743	659
Cleaning Equipment / Materials	1,663	2,567
Accounting Services	555	780
Maintenance / Repairs	-	526
Equipment	676	198
Postage & Stationary	65	141
Petty Cash	400	200
Hot Water Boiler Rental	1,763	816
Misc.	40	180
Total Expenditure	42,074	38,939
Net Surplus for the Year	499	1,021

**HERLINGTON COMMUNITY ASSOCIATION
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 MARCH 2022**

MONETARY ASSETS

Yorkshire Bank Current Account -	21,505
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Petty Cash -	200
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NET ASSETS/(LIABILITIES)	21,705
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DEBTORS

Hire of Hall	77
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LIABILITIES

None	-
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NON-MONETARY ASSETS

Furniture & Equipment	5,922
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Independent examiner's report on the accounts

**Report to the trustees/
members of**

Herlington Community Association

**On accounts for the year
ended**

31st March 2022

Charity no

1021653

Set out on pages

1 - 2

**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 for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent
examiner's statement**

My examination was carried out in accordance with 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Signed:



Date: 23rd November 2022

Name: RM Accountancy Services