



Trustees' Annual Report for the period

	Period start date				Period end date		
From	01	04	2022	To	31	03	2023

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	to 20 th March 2023	Membership
2	Tracey Henderson	Chairperson	from 20 th March 2023	Membership
3	Paul Howlett	Treasurer		Membership
4	Kerri Yeomans			Membership
5	Barbara Howlett	Secretary		Membership
6	Cathy Menzie			Membership
7	Natasha Kennewell			Membership
8	Graham Casey			Membership
9	Louise Graham			Membership
11				
11				
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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 5 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, High Heritage, Beavers, Christian Presence Church, Bulgarian School, Kung Fu 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)

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.

Community Asset Transfer is still pending, and the Association is waiting for Peterborough City Council, as the process has slowed down due to internal problems within the council.

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

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

Summary of the main achievements of the charity during the year

This year the Association has struggle with the energy crisis and the massive increase in energy rates, leading to a substantial increase in hire rates.

The asset transfer negotiations with Peterborough City Council have slowed down, mainly due to internal problems at Peterborough City Council, much to the annoyance of the committee.

Meetings are generally well attended, and the annual AGM was held on 20th March 2023.

At the above AGM the long servicing Chairperson James Simpson stepped down, the Association thanked him for over 20 years continued service.

The Association in partnership with the Pre-school organised and held a Jubilee celebration event, that was well attended, including free refreshments, thanks to funding from Orton Longueville Parish Council.

The Association has had a good year financially making a small profit overall.

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

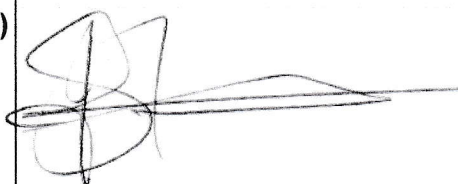
Section G

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 Simpson

Paul Howlett

Position (eg Secretary, Chair, etc)

Chairperson

Treasurer

Date

23rd May 2023

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

**INDEPENDENT EXAMINED ACCOUNTS REPORT
FOR THE YEAR ENDED
31ST MARCH 2023**

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 2023**

Income	2022/23	2021/22
Centre Hire	48,701	39,573
Refund from SSE Electricity Account	-	3,000
Orton Longueville Parish Council - Jubilee Grant	1,000	-
Jubilee Event Income	515	-
Orton Longueville P C Grant - Garden Furniture	1,500	-
Total Income	51,716	42,573

Expenditure	2022/23	2021/22
Wages & HMRC	28,463	25,692
Pension - NEST	820	714
Electricity	6,600	6,600
Gas	2,018	1,009
Water	1,507	980
Waste	769	724
Phone / Internet	489	450
Insurance	761	743
Cleaning Equipment / Materials	2,435	1,663
Accounting Services	465	555
Maintenance / Repairs	501	-
Equipment	1,567	676
Postage & Stationary	105	65
Petty Cash	200	400
Hot Water Boiler Rental	1,008	1,763
Pest Control	480	-
Misc. & Jubilee Event	1,299	40
Total Expenditure	49,487	42,074
Net Surplus for the Year	2,229	499

**HERLINGTON COMMUNITY ASSOCIATION
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 MARCH 2023**

MONETARY ASSETS

Virgin Money Current Account -	23,736
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Petty Cash -	200
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NET ASSETS/(LIABILITIES)	23,936
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DEBTORS

Hire of Hall	128
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LIABILITIES

None	-
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NON-MONETARY ASSETS

Furniture & Equipment	6,897
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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 2023

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: 29th November 2023

Name: RM Accountancy Services