



Trustees' Annual Report for the period

Period start date
From **01 04 2023** To **31 03 2024**
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	Tracey Henderson	Chairperson		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				
12				
13				
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15				
16				
17				

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, Shalom Ministries, Pre-school Football 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, with very little head way, the association is constantly waiting on Peterborough City 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 made a small profit, mainly due to an increase in user groups, and private parties, the centre has been well used by the community.

Community Asset Transfer is still pending, with very little head way, the association is constantly waiting on Peterborough City Council, this causes various problems, without a lease or asset transfer the Association struggles to obtain certain funding.

Meetings are generally well attended, and everyone participates with ideas and suggestions.

The Association is constantly looking for new volunteers to grow the committee and help with the running of the centre, unfortunately this has proven difficult.

Generally, overall, it has been a good if not quite year for the Association.

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.

The number of user groups and private functions has increase this financial year, with greater foot fall through the centre.

Section F

Other optional information

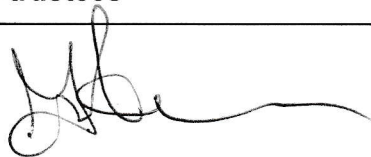
Section G

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)

Tracey Henderson

Paul Howlett

Position (eg Secretary, Chair, etc)

Chairperson

Treasurer

Date

25/11/2024

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

**INDEPENDENT EXAMINED ACCOUNTS REPORT
FOR THE YEAR ENDED
31ST MARCH 2024**

HERLINGTON COMMUNITY ASSOCIATION

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

**HERLINGTON COMMUNITY ASSOCIATION
RECIEPTS AND PAYMENTS
FOR YEAR ENDING 31 MARCH 2024**

Income	2023/24	2022/23
Centre Hire	55,417	48,701
Peterborough City Council - Grant	500	1,500
Total Income	55,917	50,201

Expenditure	2023/24	2022/23
Wages & HMRC	30,828	28,463
Pension - NEST	921	820
Electricity	8,635	6,600
Gas	3,480	2,018
Water	1,270	1,507
Waste Services	759	769
Phone & Internet	612	489
Insurance	865	761
Cleaning Equipment / Materials	2,052	2,435
Accounting Services	642	465
Maintenance / Repairs	156	501
Equipment	2,000	1,567
Postage & Stationary	184	105
Petty Cash	200	200
Hot Water Boiler Rental	-	1,008
Pest Control	480	480
Misc. Expenditure	120	1,299
Total Expenditure	53,202	49,487
Net Surplus for the Year	2,715	2,229

**HERLINGTON COMMUNITY ASSOCIATION
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 MARCH 2024**

MONETARY ASSETS

Virgin Money Current Account -	26,501
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Petty Cash -	200
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NET ASSETS/(LIABILITIES)	<u>26,701</u>
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DEBTORS

Hire of Hall	218
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LIABILITIES

None	-
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NON-MONETARY ASSETS

Furniture & Equipment	8,673
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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 2024

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: 24th September 2024

Name: RM Accountancy Services