

Trustees Annual Report for the period 1 April 2021 – 31 March 2022

Charity Name	Kirk Hallam Community Hall Association
Other names charity is known by	Kirk Hallam Community Centre
Registered charity number	1073099
Charity's principal address	Kenilworth Drive, Kirk Hallam, Ilkeston DE7 4EX

Trustees name	Office	Dates acted if not whole year
Louis Booth	Chair	
Joyce Lewis	Vice – chair and finance lead	
Hilary Hampton		
Brenda Benson		
Lindsey Rice		
Tracy Davidson		
Gemma Henderson		
Michelle Booth		
Chrsitine French		
Jsan Shepherd		
Andy Golds		Appointed 10/1/2022

Type of governing documentation	Constitution adopted Dec 1988
How charity is constituted	Unincorporated association
Trustee selection	Appointed when vacancy and reappointed at AGM

The objectives of the charity are

To further or benefit the residents of Kirk Hallam and the neighbourhood by bringing residents together to work with them

alongside organisations, in the voluntary, charity and statutory sectors with a common purpose of improving the conditions and quality of life for residents in the neighbourhood.

To provide facilities and activities for education, recreation and leisure time and to contribute to improved health and wellbeing of the residents in the area

To establish or secure a community centre and to maintain or manage or cooperate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

Activities undertaken during the year to support these objectives

The year continued to be challenging with some covid restrictions in place meaning that the centre was not able to fully open until late autumn.

We have been able to maintain the community pantry staying open and it moved into the storage container in the summer of 2021 meaning that items could be left on the shelves rather than having to be cleared away each week.

Once covid restrictions were lifted we were able to reopen the community café in late autumn and have worked hard to re-establish and grow the café within the community providing a much needed resource for local residents, particularly elders and vulnerable members of the community.

We have continued to work with other statutory and voluntary organisations working in the area and have continued to look for grant funding to help keep the centre to remain open and deliver what activities were allowed.

We have had to work to keep the centre covid safe, with risk assessments, signage, hand sanitiser stations and enhanced cleaning routines.

We have kept in contact with regular users of the building during the year and have helped support them in their planned return to the centre. During the period one positive factor has been the number of

people coming forward to volunteer in the activities which we have been able to deliver

Achievements and performance

During the first 6 months the centre was partially open for limited activities. These included the community pantry, youth activities including uniform groups and parent and toddler sessions.

One key activity we were able to provide was a substantial holiday activity fund programme working with partners such as EBC, Derby County Community Trust, Wild bears to deliver 4 weeks of holiday activities both at the centre and in surrounding open spaces complete with breakfast and lunch provided for children accessing the activities. During the period over 1200 children accessed the activities (some of these are repeat numbers)

It was good to be able to deliver holiday activity sessions in a face to face environment once again and re-establish relationships with families in the area. Cooking activities continue to be popular with the young people

The community pantry continued to be a much needed resource for local residents who were struggling financially as well as providing a social lifeline and having a positive impact on mental health as the impact of covid continued.

We remained fully up to date with government legislation and guidance about which activities were allowed.

The autumn saw us being able to fully open meaning the Lets Sing activity was able to restart and the community café reopen.

We had a very successful Christmas fair with over 80 children able to meet Santa for free.

We established a new group which emerged from a need identified through discussions with local residents. The group was bumps to babies and is a support group for soon to be or new parents. The group has taken some time to get established but numbers are increasing.

We spent the rest of the year supporting existing groups to grow and encouraging local people, particularly elderly people to venture back out.

As always we would like to thank the volunteers who have given their help advice and support during this difficult year. We would not be able to operate without you.

Finances

The financial overview and income and expenditure information for the year is attached at appendix 1

As at 31 March 2022 the balance (bank accounts and cash held) was £92078.73

Priorities for the coming year

Our priorities for the coming year are to:

Submit new constitution to charity commission and change to legal status to a charitable incorporated association

Continue to look for funding opportunities to replace BKH funding

Timetable for review of policies

Look for funding opportunities to replace heating

Improve play opportunities within garden

Continue to manage the impact of covid 19 on the centre activities and finances

Re-establish and grow community café

Set up cook and eat sessions

Identify funding for community pantry

Identify ways to address emerging needs of residents with new activities / groups at the centre

Continue to grow the volunteer numbers and develop volunteer pack and training package.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Kirk Hallam Community Hall Association

No (if any)
1073099

CC16a

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01-Apr-21		31-Mar-22

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
café and pantry	22,995	-	-	22,995	-
room hire	11,502	-	-	11,502	-
furlough	-	380	-	380	-
grants unrestricted	17,821	-	-	17,821	-
grants running costs including salaries	-	51,472	-	51,472	-
activities and events	1,013	21,446	-	22,459	-
grant equipment	-	2,380	-	2,380	-
	-	-	-	-	-
Sub total (Gross income for AR)	53,331	75,678	-	129,009	
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	53,331	75,678	-	129,009	-
A3 Payments					
café and pantry	16,528	-	-	16,528	-
room hire bond returns	300	-	-	300	-
rent	500	-	-	500	-
publicity	576	-	-	576	-
equipment	40	2,380	-	2,420	-
activities and events	4,965	15,624	-	20,589	-
running costs	26,033	50,579	-	76,612	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	48,942	68,583	-	117,525	
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	1	-	-	-

Sub total	-	-	-	-	-
Total payments	48,942	68,583	-	117,525	-
Net of receipts/(payments)	4,389	7,095	-	11,484	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	80,594	-	-	80,594	-
Cash funds this year end	84,983	7,095	-	92,078	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank accounts	84,836	7,095	-
	Cash held	147	-	-
		-	-	-
	Total cash funds	84,983	7,095	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-

B5 Liabilities

		-	-
		-	-
		-	-

Details

	Fund to which liability relates	Amount due (optional)	When due (optional)
room hire invoices outstanding	room hire	11,212	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
Joyce Lewis	Joyce Lewis	10-Jan-23
Gerry Bird	Gerry Bird	10-Jan-23

Kirk Hallam Community Centre

Independent examination of accounts 2021 - 2022

Examination completed 22nd December 2022

Attended by:

Rachel Chambers

Jsan Shepherd

Confirmed that the charity is within the audit threshold and is eligible for an independent examination. The charities gross income is below £250,000 therefore the accounts have been prepared on a receipts and payments basis.

I reviewed all the account's files, including statements, cross referencing approximately 20 transactions for both debit and credit. All transactions were supported by relevant documentation and recorded accordingly in the computerised accounts. These transactions are marked in green on the statement.

Discussed ideas on how to further improve and simplify recording of transactions while keeping administration time down. Advised small changes to the receipts and expenditure spreadsheets; along with the use of Excel functions such as filters and pivots to help quickly extract information. Recording of restricted grants also discussed, looking at ways of keeping administrative time down while continuing to maintain complete expenditure breakdown as required.

Improvements made from last year's review. A multi-layer expenses authorisation process for all expenses has been implemented. Missing documents supporting receipts is being obtained and Sum Up reports are being regularly checked and reconciled.

Confirmed that a monthly review is completed independently, with monthly figures reported to the trustees. Evidence of the monthly reviews noted.

I am not aware of any connection between any of the trustee and myself and that I am not involved in the day to day administration of the charity.

Independent examination completed by

Rachel Chambers

22nd December 2022