



Trustees' Annual Report for the period

From 1st April 2021 To 31st March 2022

Charity name: New Priestwood Community Association

Charity registration number: 1089708

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote the benefit of all residents of Priestwood and Garth, Bracknell, by associating the residents with local authorities and local voluntary organisations and community groups to advance education and provide facilities for social welfare, for recreation and leisure occupations to improve life for the residents.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Manage and maintain the Priestwood Community Centre; promote charitable purposes that are inclusive and non-discriminatory: non-party political and non-sectarian in religion. The New Priestwood Community Association Executive Committee meets at least 4 times a year to manage the Centre and activities there; and to discuss and progress projects to support users of the Centre and the inhabitants of Priestwood and Garth. Centre Manager arranges hire by clubs societies and community groups who offer educational and social activities for our residents, from the very young to the very old. Our Centre's spaces are accessible for and used by people who have disabilities.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees try to ensure that facilities offered at the Priestwood Community Centre allow activities that are as inclusive and as varied as possible, to attract and be accessible and affordable or free to a wide range of residents. The Centre is well maintained. Hire fees are kept at a level to be able to pay staff a living wage rate of pay, and to cover essential costs. Trustees seek ways to expand the Centre's offer to reach different parts of the Priestwood and Garth community.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Emergency maintenance; practical help and advice on day to day issues.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	This year, due to the COVID pandemic, our Centre was closed to most of our usual hirers and activities for most of the year. Our Centre manager worked hard to prepare for re-opening ready for when it could be allowed. Where risk assessments, signage and cleaning regimes allowed, the Centre was opened to hirers, especially NHS Blood Donors and for LF Testing; and then to groups whose participants could work at a safe distance with windows and doors open. Our Centre has remained COVID-free due to our Manager's and cleaners' efforts. Our heating and cleaning bills were very large, and funds were stretched by this time, but the LFT 3 month booking stabilised our balances. We also gratefully received the government COVID grants, that allowed us to refurbish one of our rooms and replace very old flooring in the hallways whilst the Centre was empty. Bookings have fluctuated wildly as groups re-started cautiously. Our reserves allowed us to hold our hirers' usual booking slots for when they were

		<p>able to return. We were of course unable to offer children's party bookings during the year, despite parents' rush to book!</p> <p>One of our hirers managed to set up hybrid meetings for their group; whilst another gathered new members from across the world during lockdown by meeting on-line. It was however obvious that the in-person social element of meetings at the Centre is vital, so the groups would return, but a hybrid offer would be very much appreciated by some groups whose distant or disabled members cannot manage to attend for every meeting.</p> <p>We have sought quotes for the equipment to set up hybrid meetings, but need more, so are retaining some of our COVID grant funding to enable us to carry this forward.</p> <p>We also need to replace our struggling old wall kettle and need further quotes for that; but we have managed to install security fencing around the back gardens of the Centre so that users of hall feel more secure on dark nights; and so that our planned community garden will be protected from any ASB.</p> <p>The Priestwood Community Association Executive Committee discussed the possibility of funding or part-funding an outreach youth-worker, and the Chair has also discussed the possibility of a joint project with the local Methodist Church and with the Bracknell Forest Council, as ASB is increasing as COVID is gradually lifted. We will progress this in the next year.</p> <p>We had to close our book swap facility during COVID, and look forward to re-opening this popular facility as soon as it is safe to do so.</p> <p>We need to encourage more local people in, to create new offers of activities; and we would like to hold a regular tea-break time for residents to come in and chat.</p> <p>We also look forward to organising another open day, but we recognise this may be some time away.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The charity's financial position at the end of the year was far more healthy than at the start when our funds were uncomfortably low.</p> <p>Despite the lack of our regular hirers, we were able to secure a booking to use our Centre for COVID lateral flow testing, that boosted funds. Government COVID grants also helped us to carry out much needed refurbishments and maintenance, in order to improve our offer to our local community when the Centre was able to re-open.</p> <p>We have held some funds in reserve for specific new projects to improve our offer; and we have topped up our emergency reserves to support our business continuity in the event of more forced closures.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>General reserves are held in a deposit account to enable the Priestwood Community Centre to continue to pay the bills for 6 months in the event of an emergency like the COVID pandemic.</p> <p>We also hold funds in reserve from time-to-time to enable eventual purchase of new equipment to support our activities.</p>
Amount of reserves held	Para 1.22	Approximately £15,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Most of the Charity's funding is through hire of the Centre's Hall, small rooms and kitchen.
Investment policy and objectives including any social investment policy adopted	Para 1.46	None
A description of the principal risks facing the charity	Para 1.46	Long-term pandemic forcing closure, without government support grants.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed by NPCA Executive Committee

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	New Priestwood Community Association
Other name the charity uses	NPCA
Registered charity number	1089708
Charity's principal address	New Priestwood Community Centre Priestwood Court Road Bracknell RG42 1TU

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	Patricia Brown	Chair		NPCA
2	Edward Rouse			NPCA
3	Cllr Paul Bidwell			NPCA
4	Judy Saunders			NPCA
5	Julie Pratt			NPCA
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Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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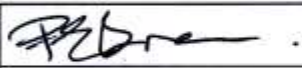
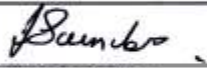
Other optional information

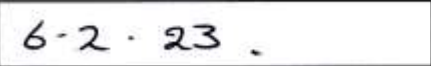
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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Patricia Eira Brown	Judy Saunders
Position (eg Secretary, Chair, etc)	Chair	Trustee

Date 

PROFIT & LOSS ACCOUNT
For the Year Ended 31 March 2022

	2022		2021	
	£	£	£	£
Income:				
Hall Hire	20,353		5,591	
Grants	23,901		23,835	
Interest	14		56	
		<u>44,268</u>		<u>29,482</u>
Expenditure:				
Employee costs	21,976		18,450	
Rent paid to other organisations	400		0	
Utility costs	2,999		3,114	
Repairs and Maintenance	1,284		1,379	
Payment to Auditor	0		150	
Insurance costs	424		435	
Miscellaneous	338		439	
		<u>27,422</u>		<u>23,967</u>
		<u>16,846</u>		<u>5,515</u>
Renovations, Fixtures & Fittings		3,134		0
NET PROFIT/(LOSS)		<u><u>13,712</u></u>		<u><u>5,515</u></u>

	Current A/C
Represented By:	
Reserves B/Fwd	
Current a/c	10,380
Savings a/c	9,379
Surplus in year	<u>13,712</u>
Reserves C/Fwd	<u><u>33,471</u></u>



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
The New Priestwood Community Association

On accounts for the year
ended

31st March 2022

Charity no
(if any)

1089708

Set out on pages

1

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: 03/02/2023

Name:

Sandra Douglas ACMA

Relevant professional
qualification(s) or body
(if any):

CIMA

Address:

62 Westmorland Drive, Warfield, Berkshire, RG42 3QP

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.