

THE PUTSON COMMUNITY ASSOCIATION LIMITED

England & Wales · Charity number 1106422

Details

Other names	PCA
Status	Registered
Legal form	Charitable company
Company number	04887631
Registered	2004-10-25
Register	View on the Charity Commission register

Contact

Address	Saxon Hall Hoarwithy Road Hereford HR2 6HE
Phone	01432639316
Email	saxonhall11@gmail.com
Website	www.saxonhallhereford.com

Activities

Objects: A) TO PROMOTE THE BENEFIT OF THE INHABITANTS OF PUTSON AND THE NEIGHBORHOOD WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS, OR OTHER OPINIONS, BY ASSOCIATING TOGETHER THE SAID INHABITANTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS 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.B) ESTABLISH, OR SECURE THE ESTABLISHMENT OF, A COMMUNITY CENTRE AND TO MAINTAIN AND MANAGE THE SAME (WHETHER ALONE OR IN CO-OPERATION WITH ANY LOCAL AUTHORITY OR OTHER PERSON OR BODY) IN FURTHERANCE OF THESE OBJECTS.C) PROMOTE SUCH OTHER CHARITABLE PURPOSES AS MAY FROM TIME TO TIME BE DETERMINED.

Activities: provide Community and Health facilities on site of community building known as SAXON HALL

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Education/training, Arts/culture/heritage/science, Amateur Sport, Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, The General Public/mankind

Geography

- **Area of benefit:** THE INHABITANTS OF PUTSON AND THE NEIGHBORHOOD
- Herefordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-09-30	£37,101	£43,159	-	-
2023-09-30	£35,416	£46,101	-	-
2022-09-30	£54,855	£56,159	-	-
2021-09-30	£58,137	£37,563	-	-
2020-09-30	£48,500	£45,931	-	-

Trustees

Name	Role	Appointed
AUBREY OLIVER		
Anne Rodger JP		2020-03-09
Anthony Pinwell		2022-10-25
JOHN ANTHONY EDEN		2018-08-01
JOHN ANTHONY EDEN		2018-08-01

THE PUTSON COMMUNITY ASSOCIATION LIMITED

England & Wales - Charity number 1106422

Accounts

Putson Community Association Ltd
Registered Charity : 1106422
Registered Company : 4887631

Trustees Annual Report 2024

The primary function of the Putson Community Association is the operation of Saxon Hall as a community facility, available for regular and one-off hire.

The Trustees met bi-monthly to discuss matters relating to the operation of the hall, particularly in light of the potential for a sub-let of part of the premises, currently underused, for an NHS Dental Practice, serving the community of South Wye in general, and the Charity's area of benefit in particular.

In December 2023, the Chair of Trustees met with representatives of AMH Healthcare who considered the possibility of utilising the under-used 'small hall' at Saxon Hall as a dental practice, with the possibility of up to three surgeries and associated ancillary rooms for administration and sanitisation of medical equipment. An analysis of rental income for the small hall over a year or so, revealed that the highest income through hires (excluding the COVID vaccination period) was around £350 a month. The hire to AMH healthcare would provide three-times that income, so Trustees felt that it was an appropriate use of part of our premises, subject to the usual caveats and safeguards, which would be underwritten with a sub-lease.

In summary, the Trustees felt that the use of this part of SH would:

- Provide a regular, stable income for a period of between 3 and 7 years [with a possible extension to 10 years]
- Contribute to our targets for 'community benefit' as detailed in our governing document
- Improve security around the building with a permanent presence of surgery staff and visitors
- Encourage cross-referral to Saxon for hire of premises for events, parties etc

The Hall, being on a long lease from Herefordshire Council, required consent from the authority for the development, and a sub-lease to AMH, plus planning and building control consents. The administrative and legal hurdles were significant and protracted - AMH and PCA had agreed heads of terms early in 2024, but the local authority changed tack on certain areas of the initial agreement, which led to delay.

At time of writing (beyond the year end) the agreements successfully concluded, and work began in February 2025, with rental income of 50% of year 1 payments due until opening.

The large hall and all parts of the 'new-build' of Saxon Hall remain with PCA and are managed as before via our Administrator utilising the Hallmaster online booking system.

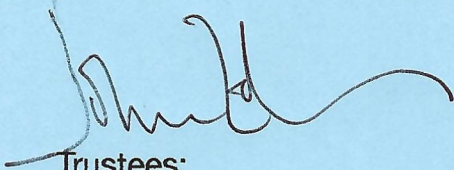
The hall continues to have 'core' hirers, who use the premises during the week, leaving the weekends clear for family parties and other one-off events.

During the year, the maintenance of the grounds has been undertaken by trustees volunteers, although the amount of time required and the modest equipment available means that we are only able to completely control spring and summer growth by applying around 25 hours per fortnight to the task. The trustees have approached the Probation Service, who have assisted in the past. We await contact from them.

The project for the Community Fridge was suspended, and then relocated to Pomona Place in the north of the City. The Trustees regretted having to withdraw support and accommodation for this project, however, there were several episodes of anti-social behaviour, rough-sleeping and littering, which was a cause of concern to hall users. A number of reports of small-scale vandalism and anti-social activity reached the police, who visited Saxon on a fairly regular basis to ensure that the premises were being appropriately used.

The Trustees would like to thank all users for their support and consideration during the year, and for their cooperation in keeping the interior of the hall in the best condition possible.

John Eden
Managing Director / Chair of Trustees
Putson Community Association

A handwritten signature in black ink, appearing to read 'John Eden', with a long, sweeping flourish extending to the right.

Trustees:

John Eden
Lisa Digings [retired 2024]
Tony Pinwell
Aubrey Oliver
Anne Rodger

FOR THE YEAR ENDED 30th SEPTEMBER 2024



THE PUTSON COMMUNITY ASSOCIATION LTD

(A Company limited by Guarantee)

ACCOUNTS

YEAR ENDED 30TH SEPTEMBER 2024

Charity Reg No: 1106422
Reg. Company No: 4887631

**THE PUTSON COMMUNITY ASSOCIATION LIMITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th SEPTEMBER 2024**

The Putson Community Association Ltd is a registered charity and a company limited by guarantee incorporated in England and Wales. The charitable company is governed by its memorandum and articles of Association dated 04/09/2003.

COMPANY NUMBER: 04887631

CHARITY NUMBER: 1106422

**REGISTERED OFFICE: SAXON HALL
HOARWITHY ROAD
HEREFORD
HR2 6HE**

**BANKERS: NATIONAL WESTMINSTER BANK LTD
12 BROAD STREET
HEREFORD
HR2 9AH**

TRUSTEES DIRECTORS: MR. J. EDEN (Chairman)

MR. A. T. OLIVER

MRS. A. Rodger


Mr. A. Pinwell

Ms. K. Hornsey

SECRETARY:

**THE PUTSON COMMUNITY ASSOCIATION LTD
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30th SEPTEMBER 2024**

	2024	2023
	£	£
INCOME:		
Grants and Donations	0	2450
Hall Bookings	36634	30346
Fundraising Events	0	135
Refunds	0	0
Feed in Tariff receipts	399	2411
Interest received	68	74
	<u>37101</u>	<u>35416</u>
EXPENDITURE:		
Staff & Training Costs	19584	18847
Building & Other Insurances	1750	0
Public Liability Insurance	1210	1090
Light and Heat	7819	5495
Water Rates and Rent	1432	1066
Telephone and Broadband	1188	868
Repairs and Renewals	835	3188
Security	181	21
Cleaning Expenses	2807	2700
Fundraising Events	0	672
Sundry Expenses	0	93
Refunds	0	0
Legal	0	0
Printing, Stationery, Postage	134	136
Equipment Hire	0	51
Small equipment	0	940
Accountancy Charges	402	402
Bank Charges		0
Public Performing & Software Licences	2070	2437
Fixtures & Fittings	0	3310
Community Garden	499	884
Matching funds transferred	0	0
Depreciation	3248	3901
Loan interest paid	0	0
	<u>43159</u>	<u>46101</u>
Profit/(Loss) for the year	<u>-6058</u>	<u>-10685</u>
Restricted Funds:		
Grants Received	11600	1519
Matching funds received	0	0
Fundraising & Refunds	0	0
Restricted Funds Income	<u>11600</u>	<u>1519</u>
Restricted Funds Expenditure	182	4382
Donations from Restricted Funds	0	0
Net Restricted Funds	<u>11418</u>	<u>-2863</u>
NET Income Resources	<u>5360</u>	<u>-13548</u>
Funds Brought Forward	<u>39940</u>	<u>53488</u>
Accumulated Funds c/fwd	<u>45300</u>	<u>39940</u>


Managing Director.

THE PUTSON COMMUNITY ASSOCIATION LTD
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30th SEPTEMBER 2024

	Un Restrict Restricted Total			Un Restrict Restricted Total		
	Funds	Funds	2024	Funds	Funds	2023
	£	£	£	£	£	£
INCOMING RESOURCES						
Grants & Donations Received	0	11600	11600	2450	1519	3969
Interest Received	68	0	68	74	0	74
Funds for Capital Projects	0	0	0	0	0	0
Refunds	0	0	0	0	0	0
Feed in tariff receipts	399	0	399	2411	0	2411
FUNDRAISING ACTIVITIES						
Hall Bookings	36634	0	36634	30346	0	30346
Fundraising Events	0	0	0	135	0	135
LONG TERM LOANS						
Solar generating system	0	0	0	0	0	0
YEAR ENDED 30TH SEPTEMBER 2023	<u>37101</u>	<u>11600</u>	<u>48701</u>	<u>35416</u>	<u>1519</u>	<u>36935</u>
OUTGOING RESOURCES						
Administration Expenses	39010	0	39010	36932	0	36932
Fundraising and Event Expenses	0	0	0	672	0	672
Donations made	0	0	0	0	0	0
Matching funds transferred	0	0	0	0	0	0
Garden & Community Projects & Equip	499	182	681	4194	4382	8576
Governance Charges	402	0	402	402	0	402
Depreciation	3248	355	3603	3901	428	4329
Solar Generating system	0	0	0	0	0	0
Loan repayments	0	0	0	0	0	0
Loan interest paid	0	0	0	0	0	0
TOTAL OUTGOING RESOURCES	<u>43159</u>	<u>537</u>	<u>43696</u>	<u>46101</u>	<u>4810</u>	<u>50911</u>
NET MOVEMENT IN FUNDS	-6058	11063	5005	-10685	-3291	-13976
ADD FUNDS BROUGHT FORWARD	30080	6920	37000	40765	10211	50976
TOTAL FUNDS CARRIED FORWARD	<u>24022</u>	<u>17983</u>	<u>42005</u>	<u>30080</u>	<u>6920</u>	<u>37000</u>

All incoming resources and resources expended derive from continuing activities:

John Edr
 Managing Director.

**THE PUTSON COMMUNITY ASSOCIATION LTD
BALANCE SHEET AS AT 30th SEPTEMBER 2024**

2024 JK

2023

FIXED ASSETS

Tangible Assets	4	20240	23843
-----------------	---	-------	-------

CURRENT ASSETS

Debtors	5	3379	833
Cash at Bank and in hand	6	<u>21640</u>	<u>12452</u>
		25019	13285

CURRENT LIABILITIES

Creditors falling due within one year	7	3271	292
---------------------------------------	---	------	-----

NET CURRENT ASSETS (LIABILITIES)

	21748	12993
--	-------	-------

TOTAL ASSETS less CURRENT LIABILITIES

<u>41988</u>	<u>36836</u>
--------------	--------------

YEAR ENDED 30TH SEPTEMBER 2022

LONG TERM LIABILITIES

0	0
---	---

TOTAL NET ASSETS (LIABILITIES)

<u><u>41988</u></u>	<u><u>36836</u></u>
---------------------	---------------------

CAPITAL AND RESERVES

Funds carried forward

Restricted Funds	24022	6920
------------------	-------	------

General Funds	<u>17983</u>	<u>30080</u>
---------------	--------------	--------------

<u>42005</u>	<u>37000</u>
--------------	--------------

The Directors statements required by sections 475 (2) and (3) are shown on the following page which forms part of the balance sheet.

4.

John D
Managing Director
20 June 2025

THE PUTSON COMMUNITY ASSOCIATION LTD
Balance Sheet (continued)
FOR THE YEAR ENDED 30th SEPTEMBER 2024

In approving these financial statements as directors of the company we hereby confirm:

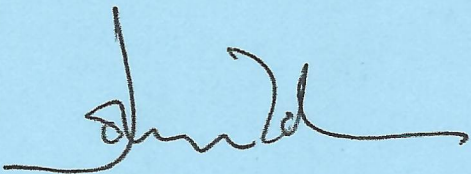
- (a) That for the year stated above the company was entitled to exemption conferred by section 477 of the Companies Act 2006;
- (b) That no notice has been deposited at the registered office of the company pursuant to section 476 requesting that an audit be conducted for the year ended September the 30th 2015.
- (c) That we acknowledge our responsibilities for:
 - 1. Ensuring that the company keeps accounting records which comply with section 386; and
 - 2. Preparing financial statements which give true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of sections 394 and 395 and which otherwise comply with the provision of the Companies Act relating to financial statements, so far as applicable to the company.

These accounts have been prepared on accordance with the special provisions part 15 of the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective) April 2008) relating to small companies.

The financial statements were approved by the Board on:

30 April 2025

And signed on its behalf by



John Eden

Managing Director

Registration Number 04887631

THE PUTSON COMMUNITY ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th SEPTEMBER 2024

1. ACCOUNTING POLICIES

(a) Basis of Accounting

The accounts have been prepared on a going concern basis and under the historical cost convention.

(b) Fixed Assets and Depreciation

All non restricted fund assets over £500 are capitalised, depreciation is provided on Fixed Assets on the reducing balance basis at the following rates:-

Plant and Equipment	20%	20%
Kitchen Equipment	15%	15%
Hall Equipment	15%	15%
Office Equipment	25%	25%
Solar Equipment	10%	10%

(c) Incoming Resources

Grants

Grants are recognised when the charity becomes unconditionally entitled to the grant.

Fundraising Activities

Income from room hire and fundraising activities are included when the services have been delivered.

(d) Resources Expended

Expenditure is recognised on an accruals basis as liability is incurred.

(e) Accumulated Funds

Restricted Funds

The charity's restricted funds are those where the donor has imposed restrictions on the use of funds.

Unrestricted General Funds

Unrestricted funds are those that can be used in accordance with the charitable objects of the company at the discretion of the trustees.

THE PUTSON COMMUNITY ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th SEPTEMBER 2024

2. GRANTS RECEIVED/MADE

		2024						
		£						
	Activity	Grant 2024	Grant b fwd	Matching Funds	Total	Expenditure Remaining 2024		
Herefordshire Council	Solar Light	11600	0	0	11600	0	11600	
CO-OP 1% (2019/20/21/22/23)	Various	0	1023	0	1023	0	1023	
CO OP	Community Hub		2484	0	2484	0	2484	
National Lottery	children swings project		0	0	0	0	0	
Herefordshire Council	Community fund		959	0	959	182	777	
Other			-83	0	-83	7	-90	
		<u>11600</u>	<u>4383</u>	<u>0</u>	<u>15983</u>	<u>189</u>	<u>15794</u>	

THE PUTSON COMMUNITY ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS - Continued
FOR THE YEAR ENDED 30th SEPTEMBER 2024

	2024	2023
	£	£
Wages, NIC, Pensions	19584	18847

None of the Trustees/Directors received any remuneration during the year.

The number of people employed during the year was 3 (2022 3)

4. FIXED ASSETS

	Total	General	Restricted	Total	General	Restricted
	£	£	£	£	£	£
Cost at 1 October	62082	50642	11440	53675	42235	11440
Additions at cost	0	0	0	8407	8407	0
Cost at 30th September	<u>62082</u>	<u>50642</u>	<u>11440</u>	<u>62082</u>	<u>50642</u>	<u>11440</u>
Depreciation at 1st October	38239	28888	9351	33910	24987	8923
Charge for prior year's assets	1747	1392	355	2010	1582	428
Charge for current year's assets	1856	1856	0	2319	2319	0
Total Charge for the year	<u>3603</u>	<u>3248</u>	<u>355</u>	<u>4329</u>	<u>3901</u>	<u>428</u>
Depreciation at 30th September	<u>41842</u>	<u>32136</u>	<u>9706</u>	<u>38239</u>	<u>28888</u>	<u>9351</u>
NET ASSETS AT 30-09-2024	<u>20240</u>	<u>18506</u>	<u>1734</u>	<u>23843</u>	<u>21754</u>	<u>2089</u>
NET ASSETS AT 30-09-2023	<u>23843</u>	<u>21754</u>	<u>2089</u>	<u>19765</u>	<u>17248</u>	<u>2517</u>

5. DEBTORS AND Prepayments

	£	£
Hall Bookings	3379	833
Donations	0	0
	<u>3379</u>	<u>833</u>

6. CASH AT BANK AND IN HAND

	£	£
Nat West - Reserve Account	1919	4362
Nat West - Current Account	3927	3714
NatWest - Restricted Funds Account	15774	4356
Cash in Hand	20	20
	<u>21640</u>	<u>12452</u>

7. CREDITORS

	£	£
Trade Creditors	3271	292
Income Tax, NIC,Pension	0	0
Finance repayments due in next 12 months	0	0
	<u>3271</u>	<u>292</u>

THE PUTSON COMMUNITY ASSOCIATION LIMITED

England & Wales - Charity number 1106422

Accounts

Putson Community Association Ltd
Registered Charity : 1106422
Registered Company : 4887631

Trustees Annual Report 2023

The primary function of the Putson Community Association is the operation of Saxon Hall as a community facility, available for regular and one-off hire.

The Trustees met bi-monthly to discuss matters relating to the operation of the hall and the financial challenges facing the association arising from the increase in utilities charges. The Trustees felt that the actual costs of utilities must be met by the hirer, and that the hire charge just show a positive outturn, and not just cover costs. The increase in NMW is also to be borne in mind.

The Charity has expended significant resources on boiler maintenance and renewal - the Viessmann boilers that provide the large hall with heating were inoperable for a significant period in the winter, which led to increased costs due to the expense of new parts coming from Italy, and the hot air space heaters provided in order for users to continue using the hall.

The trustees approved an increase in hire charges, including a 'flat-rate' hire charge for parties, which were slightly under-priced compared with other similar facilities.

A number of voids in the week were being actively promoted - the core users provide the regular income - eg Slimming World, NHS Diabetes Support, Stay and Play, Speed Awareness etc, but alone they do not cover the costs of staff pay and utilities.

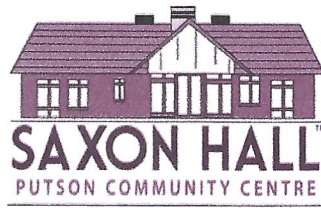
The trustees have benefitted from assistance for outdoor maintenance from the Veterans Support Group, led by Alan Joy, and Tony Pinwell, a Trustee does much outdoor work for the charity. Trustee Aubrey Oliver continues to manage the horticultural side of the site, including pruning and planting of a variety of perennial and annual species.

John Eden
Managing Director / Chair of Trustees
Putson Community Association

Trustees:

John Eden
Lisa Digings
Tony Pinwell
Aubrey Oliver
Anne Rodger

FOR THE YEAR ENDED 30th SEPTEMBER 2023



THE PUTSON COMMUNITY ASSOCIATION LTD

(A Company limited by Guarantee)

ACCOUNTS

YEAR ENDED 30TH SEPTEMBER 2023

Charity Reg No: 1106422

Reg. Company No: 4887631

**THE PUTSON COMMUNITY ASSOCIATION LIMITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th SEPTEMBER 2023**

The Putson Community Association Ltd is a registered charity and a company limited by guarantee incorporated in England and Wales. The charitable company is governed by its memorandum and articles of Association dated 04/09/2003.

COMPANY NUMBER: 04887631

CHARITY NUMBER: 1106422

**REGISTERED OFFICE: SAXON HALL
HOARWITHY ROAD
HEREFORD
HR2 6HE**

**BANKERS: NATIONAL WESTMINSTER BANK LTD
12 BROAD STREET
HEREFORD
HR2 9AH**

TRUSTEES DIRECTORS: MR. J. EDEN (Chairman)

MR. A. T. OLIVER

MRS. L. DIGINGS

MRS. A. Rodger

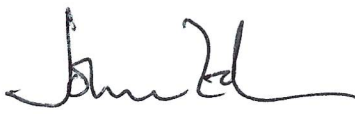
Mr. A. Pinwell

Ms. K. Hornsey

SECRETARY: MRS.L.DIGINGS

THE PUTSON COMMUNITY ASSOCIATION LTD
 INCOME AND EXPENDITURE ACCOUNT
 FOR THE YEAR ENDED 30th SEPTEMBER 2023


	2023	2022
	£	£
INCOME:		
Grants and Donations	2450	0
Hall Bookings	30346	36648
Fundraising Events	135	0
Refunds	0	0
Feed in Tariff receipts	2411	1976
Interest received	74	16
	<u>35416</u>	<u>38640</u>
EXPENDITURE:		
Staff & Training Costs	18847	15101
Building & Other Insurances	0	1592
Public Liability Insurance	1090	1011
Light and Heat	5495	5420
Water Rates and Rent	1066	808
Telephone and Broadband	868	1049
Repairs and Renewals	3188	12708
Security	21	463
Cleaning Expenses	2700	1996
Fundraising Events	672	0
Sundry Expenses	93	82
Refunds	0	0
Legal	0	0
Printing, Stationery, Postage	136	149
Equipment Hire	51	0
Small equipment	940	0
Accountancy Charges	402	390
Bank Charges	0	0
Public Performing & Software Licences	2437	1457
Fixtures & Fittings	3310	410
Community Garden	884	747
Matching funds transferred	0	0
Depreciation	3901	2599
Loan interest paid	0	0
	<u>46101</u>	<u>45982</u>
Profit/(Loss) for the year	<u>-10685</u>	<u>-7342</u>
Restricted Funds:		
Grants Received	1519	16215
Matching funds received	0	0
Fundraising & Refunds	0	22
	<u>1519</u>	<u>16237</u>
Restricted Funds Income	1519	16237
Restricted Funds Expenditure	4382	10177
Donations from Restricted Funds	0	0
Net Restricted Funds	<u>-2863</u>	<u>6060</u>
NET Income Resources	<u>-13548</u>	<u>-1282</u>
Funds Brought Forward	53488	54770
Accumulated Funds c/fwd	<u>39940</u>	<u>53488</u>


 Managing Director

THE PUTSON COMMUNITY ASSOCIATION LTD
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30th SEPTEMBER 2023

	Un Restrict Restricted Total			Un Restrict Restricted Total		
	Funds	Funds	2023	Funds	Funds	2022
	£	£	£	£	£	£
INCOMING RESOURCES						
Grants & Donations Received	2450	1519	3969	0	16215	16215
Interest Received	74	0	74	16	0	16
Funds for Capital Projects	0	0	0	0	0	0
Refunds	0	0	0	0	0	0
Feed in tariff receipts	2411	0	2411	1976	0	1976
FUNDRAISING ACTIVITIES						
Hall Bookings	30346	0	30346	36648	0	36648
Fundraising Events	135	0	135	0	22	22
LONG TERM LOANS						
Solar generating system	0	0	0	0	0	0
TOTAL INCOMING RESOURCES	35416	1519	36935	38640	16237	54877
OUTGOING RESOURCES						
Administration Expenses	36932	0	36932	41836	0	41836
Fundraising and Event Expenses	672	0	672	0	0	0
Donations made	0	0	0	0	0	0
Matching funds transferred	0	0	0	0	0	0
Garden & Community Projects & Equip	4194	4382	8576	1157	10177	11334
Governance Charges	402	0	402	390	0	390
Depreciation	3901	428	4329	2599	516	3115
Solar Generating system	0	0	0	0	0	0
Loan repayments	0	0	0	0	0	0
Loan interest paid	0	0	0	0	0	0
TOTAL OUTGOING RESOURCES	46101	4810	50911	45982	10693	56675
NET MOVEMENT IN FUNDS	-10685	-3291	-13976	-7342	5544	-1798
ADD FUNDS BROUGHT FORWARD	40765	10211	50976	48107	4667	52774
TOTAL FUNDS CARRIED FORWARD	30080	6920	37000	40765	10211	50976

All incoming resources and resources expended derive from continuing activities:


 Managing Director

**THE PUTSON COMMUNITY ASSOCIATION LTD
BALANCE SHEET AS AT 30th SEPTEMBER 2023**

		2023	2022
FIXED ASSETS			
Tangible Assets	4	23843	19765
CURRENT ASSETS			
Debtors	5	833	1149
Cash at Bank and in hand	6	12452	31097
		<u>13285</u>	<u>32246</u>
CURRENT LIABILITIES			
Creditors falling due within one year	7	292	1042
NET CURRENT ASSETS (LIABILITIES)		12993	31204
TOTAL ASSETS less CURRENT LIABILITIES		<u>36836</u>	<u>50969</u>
YEAR ENDED 30TH SEPTEMBER 2022			
LONG TERM LIABILITIES		0	0
TOTAL NET ASSETS (LIABILITIES)		<u><u>36836</u></u>	<u><u>50969</u></u>
CAPITAL AND RESERVES			
Funds carried forward			
Restricted Funds		6920	10211
General Funds		30080	40765
		<u>37000</u>	<u>50976</u>

The Directors statements required by sections 475 (2) and (3) are shown on the following page which forms part of the balance sheet.

Jan Ed
 Managing Director
 20 April 2024

THE PUTSON COMMUNITY ASSOCIATION LTD
Balance Sheet (continued)
FOR THE YEAR ENDED 30th SEPTEMBER 2023

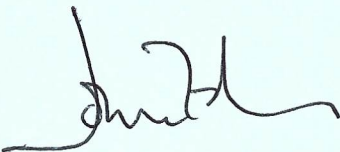
In approving these financial statements as directors of the company we hereby confirm:

- (a) That for the year stated above the company was entitled to exemption conferred by section 477 of the Companies Act 2006;
- (b) That no notice has been deposited at the registered office of the company pursuant to section 476 requesting that an audit be conducted for the year ended September the 30th 2015.
- (c) That we acknowledge our responsibilities for:
 - 1. Ensuring that the company keeps accounting records which comply with section 386; and
 - 2. Preparing financial statements which give true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of sections 394 and 395 and which otherwise comply with the provision of the Companies Act relating to financial statements, so far as applicable to the company.

These accounts have been prepared on accordance with the special provisions part 15 of the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective) April 2008) relating to small companies.

The financial statements were approved by the Board on: 20th April 2023

And signed on its behalf by



John Eden

Managing Director

Registration Number 04887631

**THE PUTSON COMMUNITY ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th SEPTEMBER 2023**

1. ACCOUNTING POLICIES

(a) Basis of Accounting

The accounts have been prepared on a going concern basis and under the historical cost convention.

(b) Fixed Assets and Depreciation

All non restricted fund assets over £500 are capitalised, depreciation is provided on Fixed Assets on the reducing balance basis at the following rates:-

Plant and Equipment	20%	20%
Kitchen Equipment	15%	15%
Hall Equipment	15%	15%
Office Equipment	25%	25%
Solar Equipment	10%	10%

(c) Incoming Resources

Grants

Grants are recognised when the charity becomes unconditionally entitled to the grant.

Fundraising Activities

Income from room hire and fundraising activities are included when the services have been delivered.

(d) Resources Expended

Expenditure is recognised on an accruals basis as liability is incurred.

(e) Accumulated Funds

Restricted Funds

The charity's restricted funds are those where the donor has imposed restrictions on the use of funds.

Unrestricted General Funds

Unrestricted funds are those that can be used in accordance with the charitable objects of the company at the discretion of the trustees.

THE PUTSON COMMUNITY ASSOCIATION LTD
 NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30th SEPTEMBER 2023

2. GRANTS RECEIVED/MADE

		2023				
		£				
	Activity	Grant 2023	Grant b fwd	Matching Funds	Total	Expenditure Remaining 2023
Awards 4 All	Equipment		138	0	138	0 138
CO-OP 1% (2019/20/21/22/23)	Various	1519	274	0	1793	770 1023
CO OP	Community Hub		2484	0	2484	0 2484
National Lottery	children swings project		2652	0	2652	2652 0
Herefordshire Council	Community fund		1919	0	1919	960 959
Other			-83	0	-83	0 -83
		1519	7239	0	9095	4382 4376

THE PUTSON COMMUNITY ASSOCIATION LTD
 NOTES TO THE FINANCIAL STATEMENTS - Continued
 FOR THE YEAR ENDED 30th SEPTEMBER 2023

	2023	2022
Wages, NIC, Pensions	£ 18847	£ 15101

None of the Trustees/Directors received any remuneration during the year.

The number of people employed during the year was 3 (2022 3)

4. FIXED ASSETS	Total	General	Restricted	Total	General	Restricted
	£	£	£	£	£	£
Cost at 1 October	53675	42235	11440	49687	38247	11440
Additions at cost	8407	8407	0	3988	3988	0
Cost at 30th September	<u>62082</u>	<u>50642</u>	<u>11440</u>	<u>53675</u>	<u>42235</u>	<u>11440</u>
Depreciation at 1st October	33910	24987	8923	30795	22388	8407
Charge for prior year's assets	2010	1582	428	2317	1801	516
Charge for current year's assets	2319	2319	0	798	798	0
Total Charge for the year	<u>4329</u>	<u>3901</u>	<u>428</u>	<u>3115</u>	<u>2599</u>	<u>516</u>
Depreciation at 30th September	<u>38239</u>	<u>28888</u>	<u>9351</u>	<u>33910</u>	<u>24987</u>	<u>8923</u>
NET ASSETS AT 30-09-2023	<u>23843</u>	<u>21754</u>	<u>2089</u>	<u>19765</u>	<u>17248</u>	<u>2517</u>
NET ASSETS AT 30-09-2022	<u>19765</u>	<u>17248</u>	<u>2517</u>	<u>18892</u>	<u>15859</u>	<u>3033</u>
5. DEBTORS AND Prepayments	£			£		
Hall Bookings	833			1149		
Donations	0			0		
	<u>833</u>			<u>1149</u>		
6. CASH AT BANK AND IN HAND	£			£		
Nat West - Reserve Account	4362			21528		
Nat West - Current Account	3714			2330		
NatWest - Restricted Funds Account	4356			7219		
Cash in Hand	20			20		
	<u>12452</u>			<u>31097</u>		
7. CREDITORS	£			£		
Trade Creditors	292			1042		
Income Tax, NIC,Pension	0			0		
Finance repayments due in next 12 months	0			0		
	<u>292</u>			<u>1042</u>		

**THE PUTSON COMMUNITY ASSOCIATION LIMITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th SEPTEMBER 2023**

The Putson Community Association Ltd is a registered charity and a company limited by guarantee incorporated in England and Wales. The charitable company is governed by its memorandum and articles of Association dated 04/09/2003.

COMPANY NUMBER: 04887631

CHARITY NUMBER: 1106422

**REGISTERED OFFICE: SAXON HALL
HOARWITHY ROAD
HEREFORD
HR2 6HE**

**BANKERS: NATIONAL WESTMINSTER BANK LTD
12 BROAD STREET
HEREFORD
HR2 9AH**

**TRUSTEES DIRECTORS: MR. J. EDEN (Chairman)

MR. A. T. OLIVER

MRS. L. DIGINGS

MRS. A. Rodger

Mr. A. Pinwell

Ms. K. Hornsey**

SECRETARY: MRS.L.DIGINGS

THE PUTSON COMMUNITY ASSOCIATION LTD
 INCOME AND EXPENDITURE ACCOUNT
 FOR THE YEAR ENDED 30th SEPTEMBER 2023

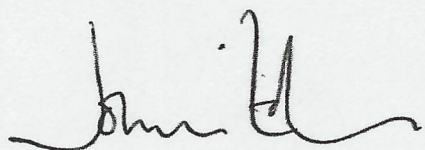
	2023	2022
	£	£
INCOME:		
Grants and Donations	2450	0
Hall Bookings	30346	36648
Fundraising Events	135	0
Refunds	0	0
Feed in Tariff receipts	2411	1976
Interest received	74	16
	<u>35416</u>	<u>38640</u>
EXPENDITURE:		
Staff & Training Costs	18847	15101
Building & Other Insurances	0	1592
Public Liability Insurance	1090	1011
Light and Heat	5495	5420
Water Rates and Rent	1066	808
Telephone and Broadband	868	1049
Repairs and Renewals	3188	12708
Security	21	463
Cleaning Expenses	2700	1996
Fundraising Events	672	0
Sundry Expenses	93	82
Refunds	0	0
Legal	0	0
Printing, Stationery, Postage	136	149
Equipment Hire	51	0
Small equipment	940	0
Accountancy Charges	402	390
Bank Charges	0	0
Public Performing & Software Licences	2437	1457
Fixtures & Fittings	3310	410
Community Garden	884	747
Matching funds transferred	0	0
Depreciation	3901	2599
Loan interest paid	0	0
	<u>46101</u>	<u>45982</u>
Profit/(Loss) for the year	<u>-10685</u>	<u>-7342</u>
Restricted Funds:		
Grants Received	1519	16215
Matching funds received	0	
Fundraising & Refunds	0	22
Restricted Funds Income	<u>1519</u>	<u>16237</u>
Restricted Funds Expenditure	4382	10177
Donations from Restricted Funds	0	0
Net Restricted Funds	<u>-2863</u>	<u>6060</u>
NET Income Resources	<u>-13548</u>	<u>-1282</u>
Funds Brought Forward	<u>53488</u>	<u>54770</u>
Accumulated Funds c/fwd	<u>39940</u>	<u>53488</u>

CHAIR & MANAGEMENT DIRECTOR.

THE PUTSON COMMUNITY ASSOCIATION LTD
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30th SEPTEMBER 2023

	Un Restrict Funds	Restricted Funds	Total 2023	Un Restrict Funds	Restricted Funds	Total 2022
	£	£	£	£	£	£
INCOMING RESOURCES						
Grants & Donations Received	2450	1519	3969	0	16215	16215
Interest Received	74	0	74	16	0	16
Funds for Capital Projects	0	0	0	0	0	0
Refunds	0	0	0	0	0	0
Feed in tariff receipts	2411	0	2411	1976	0	1976
FUNDRAISING ACTIVITIES						
Hall Bookings	30346	0	30346	36648	0	36648
Fundraising Events	135	0	135	0	22	22
LONG TERM LOANS						
Solar generating system	0	0	0	0	0	0
YEAR ENDED 30TH SEPTEMBER 2023	35416	1519	36935	38640	16237	54877
OUTGOING RESOURCES						
Administration Expenses	41203	0	41203	41836	0	41836
Fundraising and Event Expenses	672	0	672	0	0	0
Donations made	0	0	0	0	0	0
Matching funds transferred	0	0	0	0	0	0
Garden & Community Projects & Equip	4194	4382	8576	1157	10177	11334
Governance Charges	402	0	402	390	0	390
Depreciation	3901	516	4417	2599	516	3115
Solar Generating system	0	0	0	0	0	0
Loan repayments	0	0	0	0	0	0
Loan interest paid	0	0	0	0	0	0
TOTAL OUTGOING RESOURCES	50372	4898	55270	45982	10693	56675
NET MOVEMENT IN FUNDS	-14956	-3379	-18335	-7342	5544	-1798
ADD FUNDS BROUGHT FORWARD	40765	10211	50976	48107	4667	52774
TOTAL FUNDS CARRIED FORWARD	25809	6832	32641	40765	10211	50976

All incoming resources and resources expended derive from continuing activities:



CHARLES MANAGING DIRECTOR

THE PUTSON COMMUNITY ASSOCIATION LTD
Balance Sheet (continued)
FOR THE YEAR ENDED 30th SEPTEMBER 2023

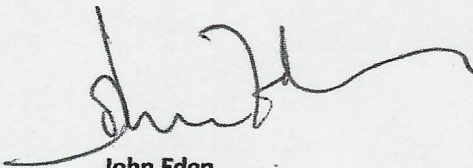
In approving these financial statements as directors of the company we hereby confirm:

- (a) That for the year stated above the company was entitled to exemption conferred by section 477 of the Companies Act 2006;
- (b) That no notice has been deposited at the registered office of the company pursuant to section 476 requesting that an audit be conducted for the year ended September the 30th 2015.
- (c) That we acknowledge our responsibilities for:
 - 1. Ensuring that the company keeps accounting records which comply with section 386; and
 - 2. Preparing financial statements which give true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of sections 394 and 395 and which otherwise comply with the provision of the Companies Act relating to financial statements, so far as applicable to the company.

These accounts have been prepared on accordance with the special provisions part 15 of the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective) April 2008) relating to small companies.

The financial statements were approved by the Board on: 20th April 2023

And signed on its behalf by



John Eden

Managing Director

Registration Number 04887631

**THE PUTSON COMMUNITY ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th SEPTEMBER 2023**

1. ACCOUNTING POLICIES

(a) Basis of Accounting

The accounts have been prepared on a going concern basis and under the historical cost convention.

(b) Fixed Assets and Depreciation

All non restricted fund assets over £500 are capitalised, depreciation is provided on Fixed Assets on the reducing balance basis at the following rates:-

Plant and Equipment	20%	20%
Kitchen Equipment	15%	15%
Hall Equipment	15%	15%
Office Equipment	25%	25%
Solar Equipment	10%	10%

(c) Incoming Resources

Grants

Grants are recognised when the charity becomes unconditionally entitled to the grant.

Fundraising Activities

Income from room hire and fundraising activities are included when the services have been delivered.

(d) Resources Expended

Expenditure is recognised on an accruals basis as liability is incurred.

(e) Accumulated Funds

Restricted Funds

The charity's restricted funds are those where the donor has imposed restrictions on the use of funds.

Unrestricted General Funds

Unrestricted funds are those that can be used in accordance with the charitable objects of the company at the discretion of the trustees.

THE PUTSON COMMUNITY ASSOCIATION LTD
 NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30th SEPTEMBER 2023

2. GRANTS RECEIVED/MADE

		2023					
		£					
Activity	Grant 2023	Grant b fwd	Matching Funds	Total	Expenditure Remaining 2023		
Awards 4 All			138	0	138	0	138
CO-OP 1% (2019/20/21/22/23)	1519		274	0	1793	770	1023
CO OP			2484	0	2484	0	2484
National Lottery			2652	0	2652	2652	0
Herefordshire Council			1919	0	1919	960	959
Other			-83	0	-83	0	-83
	1519	7239	0	9095	4382	4376	

THE PUTSON COMMUNITY ASSOCIATION LTD
 NOTES TO THE FINANCIAL STATEMENTS - Continued
 FOR THE YEAR ENDED 30th SEPTEMBER 2023

	2023	2022
	£	£
Wages, NIC, Pensions	18847	15101

None of the Trustees/Directors received any remuneration during the year.

The number of people employed during the year was 3 (2022 3)

4. FIXED ASSETS	Total	General	Restricted	Total	General	Restricted
	£	£	£	£	£	£
Cost at 1 October	53675	42235	11440	49687	38247	11440
Additions at cost	8407	8407	0	3988	3988	0
Cost at 30th September	<u>62082</u>	<u>50642</u>	<u>11440</u>	<u>53675</u>	<u>42235</u>	<u>11440</u>
Depreciation at 1st October	33910	24987	8923	30795	22388	8407
Charge for prior year's assets	2098	1582	516	2317	1801	516
Charge for current year's assets	2319	2319	0	798	798	0
Total Charge for the year	<u>4417</u>	<u>3901</u>	<u>516</u>	<u>3115</u>	<u>2599</u>	<u>516</u>
Depreciation at 30th September	<u>38327</u>	<u>28888</u>	<u>9439</u>	<u>33910</u>	<u>24987</u>	<u>8923</u>
NET ASSETS AT 30-09-2023	<u>23755</u>	<u>21754</u>	<u>2001</u>	<u>19765</u>	<u>17248</u>	<u>2517</u>
NET ASSETS AT 30-09-2022	<u>19765</u>	<u>17248</u>	<u>2517</u>	<u>18892</u>	<u>15859</u>	<u>3033</u>
5. DEBTORS AND Prepayments	£			£		
Hall Bookings	833			1149		
Donations	0			0		
	<u>833</u>			<u>1149</u>		
6. CASH AT BANK AND IN HAND	£			£		
Nat West - Reserve Account	4362			21528		
Nat West - Current Account	3714			2330		
NatWest - Restricted Funds Account	4356			7219		
Cash in Hand	20			20		
	<u>12452</u>			<u>31097</u>		
7. CREDITORS	£			£		
Trade Creditors	292			1042		
Income Tax, NIC,Pension	0			0		
Finance repayments due in next 12 months	0			0		
	<u>292</u>			<u>1042</u>		

THE PUTSON COMMUNITY ASSOCIATION LIMITED

England & Wales - Charity number 1106422

Accounts

The Putson Community Association Ltd Trustees' Report for the Year ended 30 September 2022

The primary focus of the Association's Trustees is the provision and operation of the community centre known as Saxon Hall, a multi-purpose facility hosting activities offered by the Association, private providers and third-sector organisations. The hall is used by private hirers for parties, celebrations and other events. There is a mix of local government, commercial, charitable and community users.

During the period 01 October 2021 to 31 March 2022, the whole complex was on daily hire to the NHS as a COVID-19 vaccination centre. It was unavailable to either the Association or the public as a space for hire/community use. April 2022 was spent repairing, repainting and cleaning towards restoring the complex for traditional use. Approximately one quarter of the revenue earned in the NHS hire period was used for this.

The Trustees of the Association met several times during the year via Zoom to April 2022 and thereafter in person to oversee:

- maintaining and servicing facilities and grounds during NHS use
- reconditioning facilities following NHS use
- restarting as a community facility
- attracting pre Covid hirers back and promoting the facilities for additional custom

By the end of September 2022 regular hiring had only partially recovered. Face to face groups (eg exercise classes) were reluctant to restart. Achieving a sustained higher hall hire rate will be key to Saxon Hall being able to cover its costs against the backdrop of inflation and significantly higher utility costs arising from the war in Ukraine. We are grateful to our longterm hirers who did return and the new ones we have attracted.

Towards the end of the reporting period we joined the Herefordshire Council Community Hub and as part of that we operate a food share program in conjunction with a nearby church. Also an 'afternoon club' of local community pensioners restarted using our premises gratis.

In 3Q 2022 the Trustees authorized a significant capital project to install childrens swings for the benefit of the local community and using funds generated from NHS hire. Trustees also funded and ran a free event for the local community to celebrate HM Queen Elisabeth II's Platinum Jubilee.

The Chair of Trustees would like to thank the Trustees and employees of The Putson Community Association for helping to prepare the premises and site for community re-use.

John Eden,
Chair of Trustees
June 2023

FOR THE YEAR ENDED 30th SEPTEMBER 2022



THE PUTSON COMMUNITY ASSOCIATION LTD

(A Company limited by Guarantee)

ACCOUNTS

YEAR ENDED 30TH SEPTEMBER 2022

Charity Reg No: 1106422

Reg. Company No: 4887631

**THE PUTSON COMMUNITY ASSOCIATION LIMITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th SEPTEMBER 2022**

The Putson Community Association Ltd is a registered charity and a company limited by guarantee incorporated in England and Wales. The charitable company is governed by its memorandum and articles of Association dated 04/09/2003.

COMPANY NUMBER: 04887631

CHARITY NUMBER: 1106422

REGISTERED OFFICE: SAXON HALL
HOARWITHY ROAD
HEREFORD
HR2 6HE

BANKERS: NATIONAL WESTMINSTER BANK LTD
12 BROAD STREET
HEREFORD
HR2 9AH

TRUSTEES DIRECTORS: MR. J. EDEN (Chairman)

MR. A. T. OLIVER

MS. T. DUNN

MRS. L. DIGINGS (Secretary)

MR. W.T.J.DIGINGS (Treasurer)

MRS. A.Rodger

Mr. A Pinwell

SECRETARY: MRS.L.DIGINGS

**THE PUTSON COMMUNITY ASSOCIATION LTD
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30th SEPTEMBER 2022**

	2022	2021
	£	£
INCOME:		
Grants and Donations	0	1803
Hall Bookings	36648	52333
Fundraising Events	0	0
Refunds	0	0
Feed in Tariff receipts	1976	2827
Interest received	16	1
	<u>38640</u>	<u>56964</u>
EXPENDITURE:		
Staff & Training Costs	15101	16980
Building & Other Insurances	1592	1245
Public Liability Insurance	1011	998
Light and Heat	5420	3965
Water Rates and Rent	808	655
Telephone and Broadband	1049	905
Repairs and Renewals	12708	1776
Security	463	255
Cleaning Expenses	1996	1732
Fundraising Events	0	0
Sundry Expenses	82	326
Refunds	0	0
Legal	0	0
Printing, Stationery, Postage	149	144
Equipment Hire	0	0
Small equipment	0	0
Accountancy Charges	390	384
Bank Charges	0	0
Public Performing & Software Licences	1457	1264
Fixtures & Fittings	410	15
Community Garden	747	992
Matching funds transferred	0	0
Depreciation	2599	2056
Loan interest paid	0	112
	<u>45982</u>	<u>33804</u>
Profit/(Loss) for the year	<u>-7342</u>	<u>23160</u>
Restricted Funds:		
Grants Received	16215	1173
Matching funds received	0	0
Fundraising & Refunds	22	0
Restricted Funds Income	<u>16237</u>	<u>1173</u>
Restricted Funds Expenditure	10177	3136
Donations from Restricted Funds	0	0
Net Restricted Funds	<u>6060</u>	<u>-1963</u>
NET Income Resources	<u>-1282</u>	<u>21197</u>
Funds Brought Forward	<u>54770</u>	<u>33573</u>
Accumulated Funds c/fwd	<u>53488</u>	<u>54770</u>

THE PUTSON COMMUNITY ASSOCIATION LTD
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30th SEPTEMBER 2022

	Un Restrict Funds	Restricted Funds	Total 2022	Un Restrict Funds	Restricted Funds	Total 2021		
	£	£	£	£	£	£		
INCOMING RESOURCES								
Grants & Donations Received		0	16215	16215		1803	1173	2976
Interest Received		16	0	16		1	0	1
Funds for Capital Projects		0	0	0		0	0	0
Refunds		0	0	0		0	0	0
Feed in tariff receipts		1976	0	1976		2827	0	2827
FUNDRAISING ACTIVITIES								
Hall Bookings		36648	0	36648		52333	0	52333
Fundraising Events		0	22	22		0	0	0
LONG TERM LOANS								
Solar generating system		0	0	0		0	0	0
YEAR ENDED 30TH SEPTEMBER 2022		<u>38640</u>	<u>16237</u>	<u>54877</u>		<u>56964</u>	<u>1173</u>	<u>58137</u>
OUTGOING RESOURCES								
Administration Expenses		41836	0	41836		26739	0	26739
Fundraising and Event Expenses		0	0	0		0	0	0
Donations made		0	0	0		0	0	0
Matching funds transferred		0	0	0		0	0	0
Garden & Community Projects & Equip		1157	10177	11334		1007	3136	4143
Governance Charges		390	0	390		384	0	384
Depreciation		2599	516	3115		2056	623	2679
Solar Generating system		0	0	0		0	0	0
Loan repayments		0	0	0		3506	0	3506
Loan interest paid		0	0	0		112	0	112
TOTAL OUTGOING RESOURCES		<u>45982</u>	<u>10693</u>	<u>56675</u>		<u>33804</u>	<u>3759</u>	<u>37563</u>
NET MOVEMENT IN FUNDS		-7342	5544	-1798		23160	-2586	20574
ADD FUNDS BROUGHT FORWARD		48107	4667	52774		24947	7253	32200
TOTAL FUNDS CARRIED FORWARD		<u>40765</u>	<u>10211</u>	<u>50976</u>		<u>48107</u>	<u>4667</u>	<u>52774</u>

All incoming resources and resources expended derive from continuing activities:

**THE PUTSON COMMUNITY ASSOCIATION LTD
BALANCE SHEET AS AT 30th SEPTEMBER 2021
FOR THE YEAR ENDED 30th SEPTEMBER 2022**

		2022	2021
FIXED ASSETS			
Tangible Assets	4	19765	18892
CURRENT ASSETS			
Debtors	5	1149	5000
Cash at Bank and in hand	6	<u>31097</u>	<u>29758</u>
		32246	34758
CURRENT LIABILITIES			
Creditors falling due within one year	7	1042	880
NET CURRENT ASSETS (LIABILITIES)		31204	33878
TOTAL ASSETS less CURRENT LIABILITIES		<u>50969</u>	<u>52770</u>
YEAR ENDED 30TH SEPTEMBER 2022			
LONG TERM LIABILITIES	8	0	0
TOTAL NET ASSETS (LIABILITIES)		<u><u>50969</u></u>	<u><u>52770</u></u>
CAPITAL AND RESERVES			
Funds carried forward			
Restricted Funds		10211	4667
General Funds		<u>40765</u>	<u>48107</u>
		<u><u>50976</u></u>	<u><u>52774</u></u>

The Directors statements required by sections 475 (2) and (3) are shown on the following page which forms part of the balance sheet.

THE PUTSON COMMUNITY ASSOCIATION LTD
Balance Sheet (continued)
FOR THE YEAR ENDED 30th SEPTEMBER 2022

In approving these financial statements as directors of the company we hereby confirm:

- (a) That for the year stated above the company was entitled to exemption conferred by section 477 of the Companies Act 2006;
- (b) That no notice has been deposited at the registered office of the company pursuant to section 476 requesting that an audit be conducted for the year ended September the 30th 2015.
- (c) That we acknowledge our responsibilities for:
 - 1. Ensuring that the company keeps accounting records which comply with section 386; and
 - 2. Preparing financial statements which give true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of sections 394 and 395 and which otherwise comply with the provision of the Companies Act relating to financial statements, so far as applicable to the company.

These accounts have been prepared on accordance with the special provisions part 15 of the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective) April 2008) relating to small companies.

The financial statements were approved by the Board on: 20th April 2023

And signed on its behalf by

John Eden

Managing Director

Registration Number 04887631

**THE PUTSON COMMUNITY ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th SEPTEMBER 2022**

1. ACCOUNTING POLICIES

(a) Basis of Accounting

The accounts have been prepared on a going concern basis and under the historical cost convention.

(b) Fixed Assets and Depreciation

All non restricted fund assets over £500 are capitalised, depreciation is provided on Fixed Assets on the reducing balance basis at the following rates:-

Plant and Equipment	20%	20%
Kitchen Equipment	15%	15%
Hall Equipment	15%	15%
Office Equipment	25%	25%
Solar Equipment	10%	10%

(c) Incoming Resources

Grants

Grants are recognised when the charity becomes unconditionally entitled to the grant.

Fundraising Activities

Income from room hire and fundraising activities are included when the services have been delivered.

(d) Resources Expended

Expenditure is recognised on an accruals basis as liability is incurred.

(e) Accumulated Funds

Restricted Funds

The charity's restricted funds are those where the donor has imposed restrictions on the use of funds.

Unrestricted General Funds

Unrestricted funds are those that can be used in accordance with the charitable objects of the company at the discretion of the trustees.

THE PUTSON COMMUNITY ASSOCIATION LTD
 NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30th SEPTEMBER 2022

2. GRANTS RECEIVED/MADE

		2022						
		£						
Activity	Grant	Grant	Matching	Total	Expenditure Remaining			
	2022	bfwd	Funds		2022			
Awards 4 All			633	0	633	495	138	
Hereford CC Community Award			184	0	184	185	-1	
CO-OP 1% (2019/20/21/22)	244	372	0	616	342	274		
CO OP	3000	0	0	3000	516	2484		
Friends of Hereford Rotary	700	0	0	700	700	0		
Hereford City Council	500	0	0	500	700	-200		
National Lottery	9852	0	0	9852	7200	2652		
Herefordshire Council	1919	0	0	1919	0	1919		
Other	22	-66	0	-44	39	-83		
	<u>16237</u>	<u>1179</u>	<u>0</u>	<u>17753</u>	<u>10177</u>	<u>7239</u>		

THE PUTSON COMMUNITY ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS - Continued
FOR THE YEAR ENDED 30th SEPTEMBER 2022

	2022	2021
	£	£
Wages, NIC, Pensions	15101	16980

None of the Trustees/Directors received any remuneration during the year.

The number of people employed during the year was 3 (2021 3)

	2022			2021		
	Total £	General £	Restricted £	Total £	General £	Restricted £
4. FIXED ASSETS						
Cost at 1 October	49687	38247	11440	49687	38247	11440
Additions at cost	3988	3988	0	0	0	0
Cost at 30th September	<u>53675</u>	<u>42235</u>	<u>11440</u>	<u>49687</u>	<u>38247</u>	<u>11440</u>
Depreciation at 1st October	30795	22388	8407	28116	20332	7784
Charge for prior year's assets	2317	1801	516	2679	2056	623
Charge for current year's assets	798	798	0	0	0	0
Total Charge for the year	<u>3115</u>	<u>2599</u>	<u>516</u>	<u>2679</u>	<u>2056</u>	<u>623</u>
Depreciation at 30th September	<u>33910</u>	<u>24987</u>	<u>8923</u>	<u>30795</u>	<u>22388</u>	<u>8407</u>
NET ASSETS AT 30-09-2022	<u>19765</u>	<u>17248</u>	<u>2517</u>	<u>18892</u>	<u>15859</u>	<u>3033</u>
NET ASSETS AT 30-09-2021	<u>18892</u>	<u>15859</u>	<u>3033</u>	<u>21571</u>	<u>17915</u>	<u>3656</u>
5. DEBTORS AND Prepayments	£			£		
Hall Bookings	1149			5000		
Donations	<u>0</u>			<u>0</u>		
	<u>1149</u>			<u>5000</u>		
6. CASH AT BANK AND IN HAND	£			£		
Nat West - Reserve Account	21528			20000		
Nat West - Current Account	2330			8577		
NatWest - Restricted Funds Account	7219			1181		
Cash in Hand	<u>20</u>			<u>0</u>		
	<u>31097</u>			<u>29758</u>		
7. CREDITORS	£			£		
Trade Creditors	1042			812		
Income Tax, NIC,Pension	0			68		
Finance repayments due in next 12 months	<u>0</u>			<u>0</u>		
	<u>1042</u>			<u>880</u>		
8. LONG TERM LIABILITIES	£			£		
Solar Generation system						
Balance of loan at 1st October	0			3505		
Repayments made in year	<u>0</u>			<u>3505</u>		
Balance of loan at 30th September	0			0		
Repayments due next 12 months	<u>0</u>			<u>0</u>		
Balance at 30th September of following year	<u>0</u>			<u>0</u>		

In December 2015 a solar generation system was purchased for £22966 from Caplor Energy. Caplor provided finance of £21466 at 6% pa. Feed in tariff receipts are used to service and repay this loan. Minimum repayment of loan and interest is £2557 per annum. The loan was fully discharged in the 2020/21 financial year



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name: The Putson Community Association Ltd

On accounts for the year ended

30th September 2022 Charity no (if any): 1106422

Set out on pages

(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 DD/MM/YYYY.

Responsibilities and basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) 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 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.

* Please delete the words in the brackets if they do not apply.

Signed: David Berkeley

Date: 7th June 2023

Name: DAVID BERKELEY

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

ACMA (CIMA)

Address:

APPLE ACCOUNTANTS
7A HARROW ROAD
HEREFORD HR4 0EH

Section B

Disclosure

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

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

Nothing to report.

THE PUTSON COMMUNITY ASSOCIATION LIMITED

England & Wales - Charity number 1106422

Accounts

The Putson Community Association Ltd Trustees' Report for the Year ended 30 September 2021

The primary focus of the Association's Trustees is the provision and operation of the Community Centre known as Saxon Hall, a multi-purpose facility hosting activities offered by the Association, private providers and third-sector organisations. The hall is used by private hirers for parties, celebrations and other events. There is a mix of commercial and charitable users.

During the period 01 December 2020 to 30 September 2021, the whole Hall complex was on daily hire to the NHS as a vaccination centre, to address the COVID-19 pandemic. It was unavailable to either the Association or the public as a space for hire/community use.

The Trustees of the Association met several times during the year, all meetings via Zoom to

- (initially) preserve the viability of the hall during lockdown in the 'pre-vaccination' period
- Consider/determine level of commitment/liaison with the NHS vaccination programme
- Monitor the arrangements for staff on furlough/part-furlough and making claims to HMG
- Maintaining all statutory and employment responsibilities
- Co-ordinate and undertake maintenance of external/garden areas
- Address issues around insurance, building security, public access to grounds, safety etc
- Co-ordinate planned opening of the grounds only to the community for recreation
- To plan a restart of use as a community facility
- Apply for funding support during and beyond the pandemic
- Managing community and hirer expectations during and for planned restart, including re-deploying users to nearby facilities during the extended hire period to NHS

The Chair of Trustees would like to thank the Trustees and Volunteers of Putson Community Association / Saxon Hall for going above and beyond during the pandemic, to help retain the premises and site for community use. Especial thanks to our long term hirers for their understanding, and for the communities in our area of benefit for their patience during the period covered by this report.

John Eden,
Chair of Trustees
June 2022



THE PUTSON COMMUNITY ASSOCIATION LTD

(A Company limited by Guarantee)

ACCOUNTS

YEAR ENDED 30TH SEPTEMBER 2021

Charity Reg No: 1106422

Reg. Company No: 4887631

**THE PUTSON COMMUNITY ASSOCIATION LIMITED
FINANCIAL STATEMENTS
YEAR ENDED 30TH SEPTEMBER 2021**

The Putson Community Association Ltd is a registered charity and a company limited by guarantee incorporated in England and Wales. The charitable company is governed by its memorandum and articles of Association dated 04/09/2003.

COMPANY NUMBER: 04887631

CHARITY NUMBER: 1106422

REGISTERED OFFICE: SAXON HALL
HOARWITHY ROAD
HEREFORD
HR2 6HE

BANKERS: NATIONAL WESTMINSTER BANK LTD
12 BROAD STREET
HEREFORD
HR2 9AH

TRUSTEES DIRECTORS: MR. J. EDEN

MR. A. T. OLIVER

MS.L.MORRISS (Resigned June 2021)

MS. T. DUNN

MRS. L. DIGINGS

MR. W.T.J.DIGINGS

MRS. A.Rodger

SECRETARY: MRS.L.DIGINGS

**THE PUTSON COMMUNITY ASSOCIATION LTD
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30TH SEPTEMBER 2021**

	2021	2020
	£	£
INCOME:		
Grants and Donations	1803	19033
Hall Bookings	52333	22148
Fundraising Events	0	508
Refunds	0	0
Feed in Tariff receipts	2827	3686
Interest received	1	8
	<u>56964</u>	<u>45382</u>
EXPENDITURE:		
Staff & Training Costs	16980	25807
Building & Other Insurances	1245	-288
Public Liability Insurance	998	988
Light and Heat	3965	3252
Water Rates and Rent	655	437
Telephone and Broadband	905	895
Repairs and Renewals	1776	1757
Security	255	249
Cleaning Expenses	1732	2354
Fundraising Events	0	353
Sundry Expenses	326	41
Refunds	0	0
Legal	0	0
Printing, Stationery, Postage	144	183
Equipment Hire	0	240
Small equipment	0	454
Accountancy Charges	384	378
Bank Charges	0	431
Public Performing & Software Licences	1264	2060
Fixtures & Fittings	15	68
Community Garden	992	1598
Matching funds transferred	0	0
Depreciation	2056	2353
Loan interest paid	112	172
	<u>33804</u>	<u>43782</u>
Profit/(Loss) for the year	<u>23160</u>	<u>1600</u>
Restricted Funds:		
Grants Received	1173	3117
Matching funds received	0	0
Fundraising & Refunds	0	0
Restricted Funds Income	<u>1173</u>	<u>3117</u>
Restricted Funds Expenditure	3136	1398
Donations from Restricted Funds	0	0
Net Restricted Funds	<u>-1963</u>	<u>1719</u>
NET Income Resources	<u>21197</u>	<u>3319</u>
Funds Brought Forward	<u>33573</u>	<u>30254</u>
Accumulated Funds c/fwd	<u>54770</u>	<u>33573</u>

THE PUTSON COMMUNITY ASSOCIATION LTD
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 30TH SEPTEMBER 2021

	Un Restrict Restricted Total			Un Restrict Restricted Total		
	Funds	Funds	2021	Funds	Funds	2020
	£	£	£	£	£	£
INCOMING RESOURCES						
Grants & Donations Received	1803	1173	2976	19033	3117	22150
Interest Received	1	0	1	8	0	8
Funds for Capital Projects	0	0	0	0	0	0
Refunds	0	0	0	0	0	0
Feed in tariff receipts	2827	0	2827	3686	0	3686
FUNDRAISING ACTIVITIES						
Hall Bookings	52333	0	52333	22148	0	22148
Fundraising Events	0	0	0	508	0	508
LONG TERM LOANS						
Solar generating system	0	0	0	0	0	0
TOTAL INCOMING RESOURCES	56964	1173	58137	45383	3117	48500
OUTGOING RESOURCES						
Administration Expenses	26739	0	26739	31914	0	31914
Fundraising and Event Expenses	0	0	0	353	0	353
Donations made	0	0	0	0	0	0
Matching funds transferred	0	0	0	0	0	0
Garden & Community Projects & Equip	1007	3136	4143	2120	1398	3518
Governance Charges	384	0	384	378	0	378
Depreciation	2056	623	2679	2353	751	3104
Solar Generating system	0	0	0	0	0	0
Loan repayments	3506	0	3506	6492	0	6492
Loan interest paid	112	0	112	172	0	172
TOTAL OUTGOING RESOURCES	33804	3759	37563	43782	2149	45931
NET MOVEMENT IN FUNDS	23160	-2586	20574	1601	968	2569
ADD FUNDS BROUGHT FORWARD	24947	7253	32200	23346	6285	29631
TOTAL FUNDS CARRIED FORWARD	48107	4667	52774	24947	7253	32200

All incoming resources and resources expended derive from continuing activities:

**THE PUTSON COMMUNITY ASSOCIATION LTD
BALANCE SHEET AS AT 30th SEPTEMBER 2021**

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible Assets	4	18892	21571
CURRENT ASSETS			
Debtors	5	5000	2565
Cash at Bank and in hand	6	<u>29758</u>	<u>13339</u>
		34758	15904
CURRENT LIABILITIES			
Creditors falling due within one year	7	880	4214
NET CURRENT ASSETS (LIABILITIES)		33878	11690
TOTAL ASSETS less CURRENT LIABILITIES		<u>52770</u>	<u>33261</u>
LONG TERM LIABILITIES	8	0	1060
TOTAL NET ASSETS (LIABILITIES)		<u><u>52770</u></u>	<u><u>32201</u></u>
CAPITAL AND RESERVES			
Funds carried forward			
Restricted Funds		4667	7253
General Funds		<u>48107</u>	<u>24947</u>
		<u><u>52774</u></u>	<u><u>32200</u></u>

The Directors statements required by sections 475 (2) and (3) are shown on the following page which forms part of the balance sheet.

THE PUTSON COMMUNITY ASSOCIATION LTD
Balance Sheet (continued)
Directors statements required by sections 475(2) and (3)
For the year ended the 30th September 2021

In approving these financial statements as directors of the company we hereby confirm:

- (a) That for the year stated above the company was entitled to exemption conferred by section 477 of the Companies Act 2006;
- (b) That no notice has been deposited at the registered office of the company pursuant to section 476 requesting that an audit be conducted for the year ended September the 30th 2015.
- (c) That we acknowledge our responsibilities for:
 - 1. Ensuring that the company keeps accounting records which comply with section 386; and
 - 2. Preparing financial statements which give true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of sections 394 and 395 and which otherwise comply with the provision of the Companies Act relating to financial statements, so far as applicable to the company.

These accounts have been prepared on accordance with the special provisions part 15 of the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective) April 2008) relating to small companies.

The financial statements were approved by the Board on: 5th May 2022

And signed on its behalf by

John Eden

Managing Director

Registration Number 04887631

THE PUTSON COMMUNITY ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30TH SEPTEMBER 2021

1. ACCOUNTING POLICIES

(a) Basis of Accounting

The accounts have been prepared on a going concern basis and under the historical cost convention.

(b) Fixed Assets and Depreciation

All non restricted fund assets over £500 are capitalised, depreciation is provided on Fixed Assets on the reducing balance basis at the following rates:-

Plant and Equipment	20%
Kitchen Equipment	15%
Hall Equipment	15%
Office Equipment	25%
Solar Equipment	10%

(c) Incoming Resources

Grants

Grants are recognised when the charity becomes unconditionally entitled to the grant.

Fundraising Activities

Income from room hire and fundraising activities are included when the services have been delivered.

(d) Resources Expended

Expenditure is recognised on an accruals basis as liability is incurred.

(e) Accumulated Funds

Restricted Funds

The charity's restricted funds are those where the donor has imposed restrictions on the use of funds.

Unrestricted General Funds

Unrestricted funds are those that can be used in accordance with the charitable objects of the company at the discretion of the trustees.

THE PUTSON COMMUNITY ASSOCIATION LTD
 NOTES TO THE FINANCIAL STATEMENTS
 YEAR ENDED 30TH SEPTEMBER 2021

2. GRANTS RECEIVED/MADE

Activity	Grant 2020	Grant bfwd	Matching Funds	2021			
				£ Total	Expenditure Remaining 2021		
Awards 4 All			633	0	633	0	633
Hereford CC Community Award			184	0	184	0	184
CO-OP 1% (2019/20/21)	1173	2119	0	3292	2920	372	
Other			150	0	150	216	-66
	1173	3142	0	4651	3136	1179	

THE PUTSON COMMUNITY ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS - Continued
YEAR ENDED 30TH SEPTEMBER 2021

3. STAFF COSTS

	2021	2020
	£	£
Wages, NIC, Pensions	16980	25809

None of the Trustees/Directors received any remuneration during the year.

The number of people employed during the year was 3 (2020 3)

4. FIXED ASSETS

	Total	General	Restricted	Total	General	Restricted
	£	£	£	£	£	£
Cost at 1 October	49687	38247	11440	49687	38247	11440
Additions at cost	0	0	0	0	0	0
Cost at 30th September	<u>49687</u>	<u>38247</u>	<u>11440</u>	<u>49687</u>	<u>38247</u>	<u>11440</u>
Depreciation at 1st October	28116	20332	7784	25012	17979	7033
Charge for prior year's assets	2679	2056	623	3104	2353	751
Charge for current year's assets	0	0	0	0	0	0
Total Charge for the year	<u>2679</u>	<u>2056</u>	<u>623</u>	<u>3104</u>	<u>2353</u>	<u>751</u>
Depreciation at 30th September	<u>30795</u>	<u>22388</u>	<u>8407</u>	<u>28116</u>	<u>20332</u>	<u>7784</u>
NET ASSETS AT 30-09-2021	<u>18892</u>	<u>15859</u>	<u>3033</u>	<u>21571</u>	<u>17915</u>	<u>3656</u>
NET ASSETS AT 30-09-2020	<u>21571</u>	<u>17915</u>	<u>3656</u>	<u>24675</u>	<u>20268</u>	<u>4407</u>

5. DEBTORS AND Prepayments

	£	£
Hall Bookings	5000	1895
Donations	0	670
	<u>5000</u>	<u>2565</u>

6. CASH AT BANK AND IN HAND

	£	£
Nat West - Reserve Account	20000	4665
Nat West - Current Account	8577	5530
NatWest - Restricted Funds Account	1181	3144
Cash in Hand	0	0
	<u>29758</u>	<u>13339</u>

7. CREDITORS

	£	£
Trade Creditors	812	1513
Income Tax, NIC,Pension	68	256
Finance repayments due in next 12 months	0	2445
	<u>880</u>	<u>4214</u>

8. LONG TERM LIABILITIES

	£	£
Solar Generation system		
Balance of loan at 1st October	3505	9825
Repayments made in year	3505	6320
Balance of loan at 30th September	0	3505
Repayments due next 12 months	0	2445
Balance at 30th September of following year	<u>0</u>	<u>1060</u>

In December 2015 a solar generation system was purchased for £22966 from Caplor Energy. Caplor provided finance of £21466 at 6% pa. Feed in tariff receipts are used to service and repay this loan. Minimum repayment of loan and interest is £2557 per annum. The loan was fully discharged in the 2020/21 financial year



Section A Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
The Putson Community Association Ltd

**On accounts for the year
ended**

30th September 2021 **Charity no
(if any)** 1106422

Set out on pages

(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 30th September 2021.

**Responsibilities and
basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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**

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) 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 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

David Berkeley

Date:

17/06/2022

Name:

David Berkeley

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

ACMA (CIMA)

Address:

APPLE ACCOUNTANTS
7A HAMMILL ROAD
HEREFORD HR4 0EH.

Section B

Disclosure

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

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

Nothing to report.

THE PUTSON COMMUNITY ASSOCIATION LIMITED

England & Wales - Charity number 1106422

Accounts

The Putson Community Association Ltd
Trustees' Report for the year ended 30 September 2020

The Trustees of the Association met several times during the year, in person and virtually.

The second half of the reporting period was dominated by the COVID 19 pandemic and the work of the Trustees has occupied two main areas -

1. The reduction / ceasing of operations in line with government directives, including:
 - mitigating losses applying for funding / grants from Herefordshire Council and HMRC
 - identifying savings in the staff expenditure, including placing staff on furlough/flexible furlough/lay-off terms, as appropriate
 - Securing and maintaining the building and site, including limited community access to the grounds for recreation
 - Liaison with long term hirers as to relocation / suspension of activities
2. The negotiation of contracts and preparation of Saxon Hall as a vaccination centre for use by the Wye Valley NHS Trust from 4Q 2020 for 4 months, including:
 - Preparation of site and buildings, including evacuation of Saxon Hall equipment to storage adjacent to the premises, Health and Safety / Hygiene preparation
 - Changes and improvements to the physical environment to improve 'one-way system' operation in the main and small halls
 - Installation of extra lighting / replacement of time expired car park lighting / provision of electrical supply and lighting to the main gate.

The Trustees are extremely grateful to Herefordshire Council for initial the grant of £10,000 awarded in the early stages of the COVID crisis, this ensured the survival of the Association as a going concern, which would have been at risk of failure in early 2021 otherwise. Subsequent grants from Herefordshire Council and HMG's furlough scheme enabled us to continue employing 1 full time and 3 part time employees and maintain our reserves.

The Chair of Trustees wishes to thank the Trustees, Volunteers and Staff for their commitment and assistance in maintaining the profile of Association and Hall over the last twelve months, and to our hirers, both long-term and occasional, for their understanding and flexibility during the year.

John Eden
Chair of Trustees
May 14th, 2021

THE PUTSON COMMUNITY ASSOCIATION LIMITED
FINANCIAL STATEMENTS
YEAR ENDED 30TH SEPTEMBER 2019

The Putson Community Association Ltd is a registered charity and a company limited by guarantee incorporated in England and Wales. The charitable company is governed by its memorandum and articles of Association dated 04/09/2003.

COMPANY NUMBER: 04887631

CHARITY NUMBER: 1106422

REGISTERED OFFICE: SAXON HALL
HOARWITHY ROAD
HEREFORD
HR2 6HE

BANKERS: NATIONAL WESTMINSTER BANK LTD
12 BROAD STREET
HEREFORD
HR2 9AH

TRUSTEES DIRECTORS: MR. J. EDEN

MR. A. T. OLIVER

MS.L.MORRISS

MS. T. DUNN

MRS. L. DIGINGS

MR. W.T.J.DIGINGS

MRS. D. HOBBS (resigned 9th March 2020)

MRS.A.Rodger (wef 9th March 2020)

SECRETARY: MRS.L.DIGINGS

	2020	2019
	£	£
INCOME:		
Grants and Donations	19033	300
Hall Bookings	22148	52263
Fundraising Events	508	2001
Refunds	0	0
Feed in Tariff receipts	3686	1400
Interest received	8	8
	<u>45382</u>	<u>55973</u>
EXPENDITURE:		
Staff & Training Costs	25807	25737
Building & Other Insurances	-288	296
Public Liability Insurance	988	970
Light and Heat	3252	4995
Water Rates and Rent	437	3118
Telephone and Broadband	895	817
Repairs and Renewals	1757	2430
Security	249	273
Cleaning Expenses	2354	2484
Fundraising Events	353	299
Sundry Expenses	41	322
Refunds	0	0
Legal	0	0
Printing, Stationery, Postage	183	425
Equipment Hire	240	0
Small equipment	454	291
Accountancy Charges	378	288
Bank Charges	431	299
Public Performing & Software Licences	2060	2401
Fixtures & Fittings	68	0
Community Garden	1598	502
Matching funds transferred	0	0
Depreciation	2353	2702
Loan interest paid	172	576
	<u>43782</u>	<u>49226</u>
Profit/(Loss) for the year	<u>1600</u>	<u>6747</u>
Restricted Funds:		
Grants Received	3117	920
Matching funds received	0	0
Fundraising & Refunds	0	3313
Restricted Funds Income	<u>3117</u>	<u>4233</u>
Restricted Funds Expenditure	1398	8794
Donations from Restricted Funds	0	1484
Net Restricted Funds	<u>1719</u>	<u>-6045</u>
NET Income Resources	<u>3319</u>	<u>702</u>
Funds Brought Forward	<u>30254</u>	<u>29552</u>
Accumulated Funds c/fwd	<u>33573</u>	<u>30254</u>

THE PUTSON COMMUNITY ASSOCIATION LTD
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 30TH SEPTEMBER 2020

	Un Restrict Restricted Total			Un Restrict Restricted Total		
	Funds	Funds	2020	Funds	Funds	2019
	£	£	£	£	£	£
INCOMING RESOURCES						
Grants & Donations Received	0	3117	3117	300	920	1220
Herefordshire Council Corona virus grant	10000		10000	0		0
HMRC JRS grants	9033		9033	0		0
Interest Received	8	0	8	8	0	8
Funds for Capital Projects	0	0	0	0	0	0
Refunds	0	0	0	0	0	0
Feed in tariff receipts	3686	0	3686	1400	0	1400
FUNDRAISING ACTIVITIES						
Hall Bookings	22148	0	22148	52263	0	52263
Fundraising Events	508	0	508	2001	3313	5314
LONG TERM LOANS						
Solar generating system	0	0	0	0	0	0
TOTAL INCOMING RESOURCES	45383	3117	48500	55972	4233	60205
OUTGOING RESOURCES						
Administration Expenses	31914	0	31914	40644	0	40644
Fundraising and Event Expenses	353	0	353	299	1558	1857
Donations made	0	0	0	0	1484	1484
Matching funds transferred	0	0	0	0	0	0
Garden & Community Projects & Equip	2120	1398	3518	793	7236	8029
Governance Charges	378	0	378	288	0	288
Depreciation	2353	751	3104	2702	905	3607
Solar Generating system	0	0	0	0	0	0
Loan repayments	6492	0	6492	3924	0	3924
Loan interest paid	172	0	172	576	0	576
TOTAL OUTGOING RESOURCES	43782	2149	45931	49226	11183	60409
NET MOVEMENT IN FUNDS	1601	968	2569	6746	-6950	-204
ADD FUNDS BROUGHT FORWARD	23346	6285	29631	16600	13235	29835
TOTAL FUNDS CARRIED FORWARD	24947	7253	32200	23346	6285	29631

All incoming resources and resources expended derive from continuing activities:

**THE PUTSON COMMUNITY ASSOCIATION LTD
BALANCE SHEET AS AT 30th SEPTEMBER 2020**

	Notes	£	2020	£	2019
FIXED ASSETS					
Tangible Assets	4		21571		24675
CURRENT ASSETS					
Debtors	5	2565		6013	
Cash at Bank and in hand	6	13339		9964	
		<u>15904</u>		<u>15977</u>	
CURRENT LIABILITIES					
Creditors falling due within one year	7	4214		3553	
NET CURRENT ASSETS (LIABILITIES)			11690		12424
TOTAL ASSETS less CURRENT LIABILITIES			<u>33261</u>		<u>37099</u>
LONG TERM LIABILITIES					
	8		1060		7466
TOTAL NET ASSETS (LIABILITIES)			<u>32201</u>		<u>29633</u>
CAPITAL AND RESERVES					
Funds carried forward					
Restricted Funds			7253		6285
General Funds			24947		23346
			<u>32200</u>		<u>29631</u>

The Directors statements required by sections 475 (2) and (3) are shown on the following page which forms part of the balance sheet.

THE PUTSON COMMUNITY ASSOCIATION LTD
Balance Sheet (continued)
Directors statements required by sections 475(2) and (3)
For the year ended the 30th September 2020

In approving these financial statements as directors of the company we hereby confirm:

- (a) That for the year stated above the company was entitled to exemption conferred by section 477 of the Companies Act 2006;
- (b) That no notice has been deposited at the registered office of the company pursuant to section 476 requesting that an audit be conducted for the year ended September the 30th 2015.
- (c) That we acknowledge our responsibilities for:
 - 1. Ensuring that the company keeps accounting records which comply with section 386; and
 - 2. Preparing financial statements which give true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of sections 394 and 395 and which otherwise comply with the provision of the Companies Act relating to financial statements, so far as applicable to the company.

These accounts have been prepared on accordance with the special provisions part 15 of the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective) April 2008) relating to small companies.

The financial statements were approved by the Board on: 5th March 2021

And signed on its behalf by

John Eden

Managing Director

Registration Number 04887631

THE PUTSON COMMUNITY ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30TH SEPTEMBER 2020

1. ACCOUNTING POLICIES

(a) Basis of Accounting

The accounts have been prepared on a going concern basis and under the historical cost convention.

(b) Fixed Assets and Depreciation

All non restricted fund assets over £500 are capitalised, depreciation is provided on Fixed Assets on the reducing balance basis at the following rates:-

Plant and Equipment	20%
Kitchen Equipment	15%
Hall Equipment	15%
Office Equipment	25%
Solar Equipment	10%

(c) Incoming Resources

Grants

Grants are recognised when the charity becomes unconditionally entitled to the grant.

Fundraising Activities

Income from room hire and fundraising activities are included when the services have been delivered.

(d) Resources Expended

Expenditure is recognised on an accruals basis as liability is incurred.

(e) Accumulated Funds

Restricted Funds

The charity's restricted funds are those where the donor has imposed restrictions on the use of funds.

Unrestricted General Funds

Unrestricted funds are those that can be used in accordance with the charitable objects of the company at the discretion of the trustees.

THE PUTSON COMMUNITY ASSOCIATION LTD
 NOTES TO THE FINANCIAL STATEMENTS
 YEAR ENDED 30TH SEPTEMBER 2020

		2020						
		£						
2. GRANTS RECEIVED/MADE	Activity	Grant 2020	Grant bfwd	Matching Funds	Total	Expenditure Remaining 2020		
	Awards 4 All			633	0	633	0	633
	Hereford CC Community Award			184	0	184	0	184
	Fair Trade			56	0	56	0	56
	CO-OP 1% (2019/20)	3116		401	0	3517	1398	2119
	Other			150	0	149.52	0	150
		3116	1424	0	4876	1398	3142	

THE PUTSON COMMUNITY ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS - Continued
YEAR ENDED 30TH SEPTEMBER 2020

3. STAFF COSTS

	2020	2019
	£	£
Wages, NIC, Pensions	25809	25737

None of the Trustees/Directors received any remuneration during the year.

The number of people employed during the year was 3 (2019 3)

4. FIXED ASSETS

	Total	General	Restricted	Total	General	Restricted
	£	£	£	£	£	£
Cost at 1 October	49687	38247	11440	49687	38247	11440
Additions at cost	0	0	0	0	0	0
Cost at 30th September	<u>49687</u>	<u>38247</u>	<u>11440</u>	<u>49687</u>	<u>38247</u>	<u>11440</u>
Depreciation at 1st October	25012	17979	7033	21405	15277	6128
Charge for prior year's assets	3104	2353	751	3607	2702	905
Charge for current year's assets	0	0	0	0	0	0
Total Charge for the year	<u>3104</u>	<u>2353</u>	<u>751</u>	<u>3607</u>	<u>2702</u>	<u>905</u>
Depreciation at 30th September	<u>28116</u>	<u>20332</u>	<u>7784</u>	<u>25012</u>	<u>17979</u>	<u>7033</u>
NET ASSETS AT 30-09-2020	<u>21571</u>	<u>17915</u>	<u>3656</u>	<u>24675</u>	<u>20268</u>	<u>4407</u>
NET ASSETS AT 30-09-2019	<u>24675</u>	<u>20268</u>	<u>4407</u>	<u>28282</u>	<u>22970</u>	<u>5312</u>

5. DEBTORS AND Prepayments

	£	£
Hall Bookings	1895	6013
Donations	670	0
	<u>2565</u>	<u>6013</u>

6. CASH AT BANK AND IN HAND

	£	£
Nat West - Reserve Account	4665	4158
Nat West - Current Account	5530	4381
NatWest - Restricted Funds Account	3144	1425
Cash in Hand	0	0
	<u>13339</u>	<u>9964</u>

7. CREDITORS

	£	£
Trade Creditors	1513	973
Income Tax, NIC,Pension	256	221
Finance repayments due in next 12 months	2445	2359
	<u>4214</u>	<u>3553</u>

8. LONG TERM LIABILITIES

	£	£
Solar Generation system		
Balance of loan at 1st October	9825	13749
Repayments made in year	6320	3924
Balance of loan at 30th September	3505	9825
Repayments due next 12 months	2445	2359
Balance at 30th September of following year	<u>1060</u>	<u>7466</u>

In December 2015 a solar generation system was purchased for £22966 from Caplor Energy. Caplor provided finance of £21466 at 6% pa. Feed in tariff receipts are used to service and repay this loan. Minimum repayment of loan and interest is £2557 per annum.



Section A

Independent Examiner's Report

Report to the trustees/ members of

The Putson Community Association Ltd

On accounts for the year ended

30th September 2020

Charity no (if any)

1106422

Set out on pages

(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 30/09/2020~~YYY~~.

Responsibilities and basis of report

As the charity trustees of the Trust, 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 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 (~~other than those disclosed below~~ *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

David Berkeley

Date:

3 June 2021

Name:

DAVID BERKELEY

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

ACMA

Address:

APPLE ACCOUNTANTS

7A HARROW ROAD

HEREFORD HR4 0EH

Only complete if the examiner needs to highlight 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.

