



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.09.22 **Period start date**
To 31.08.23 **Period end date**

Charity name: The Downley Old School Community Association

Charity registration number: 1108347

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To develop and maintain a community centre for the use of the inhabitants of Downley and to encourage the broadest cross-section of the community to make use of the facilities.
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	Local marketing and promotion of the facilities offered at the centre and regular news updates are detailed in the free quarterly village magazine. Local notice boards, a web page entry and Facebook are also used to promote awareness of upcoming events and what can be offered at the Centre. The charity's trustees and management committee meet every month to discuss and develop all aspects of the centre's management and encourage representation of key local groups on its management committee.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Small grants to local associations are agreed by the committee from time to time. Emphasis is given to other groups or organisations who also act to the benefit of local residents.
Policy on social investment including program related investment	Para 1.38	Surplus income is returned to the local community through maintenance and improvement of the building itself and the free provision of community rooms for nominated communal events and grants

		made to small local charities.
Contribution made by volunteers	Para 1.38	All trustees and management committee members are volunteers and the centre only runs through their support and activity
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	The management team has now rebuilt its hirer base to restore finances and has carried out a number of projects to improve the quality of our facility.. We have also recruited new volunteers this year to our management team.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity's financial position is now strong and has recovered to its pre 2020 position.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity continues to maintain a contingency fund which is designed to deal with any unforeseen expenditure eg. Heating system or plumbing failures
Amount of reserves held	Para 1.22	£50,000
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	

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	The main source of income comes from room hire.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The charity would always benefit from recruiting younger volunteers. This proves difficult. Specific skills that would be advantageous include IT and project management. We also face the secondary risk next year of a substantial price increase when a fixed price agreement for gas expires.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Association
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	Any trustee can propose a new trustee or committee member. It has been our practice to invite new volunteers to attend a number of meetings before any proposal is made. Any new prospective trustee is then proposed and seconded at a trustees meeting by all those present.

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	A detailed Trustees Handbook is maintained which details all current policies and procedures. Available to all trustees.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity works closely with the local Parish Council. Occasional joint funding on local projects
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Downley Old School Community Association
Other name the charity uses	
Registered charity number	1108347
Charity's principal address	School Close Downley, High Wycombe Bucks HP13 5TR

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	David Worsdall	Chair		
2	Giles Tandy		20 /10/ 2022 – 31/08/23	
3	Catherine Price			
4	Frances Neary	Secretary		
5	Paul Homer			
6	Peter Loadman			
7	Wendy Monroe -West		20 /10/ 2022 – 31/08/23	
8	Pauline Baker	Treasurer		
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

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

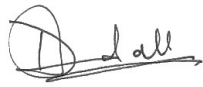
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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

David Christopher Worsdall

Position (eg Secretary,
Chair, etc)

Chair

Date

20/10/2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Downley Old School Community Association

1108347

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/09/2022

To

Period end date
31/08/2023

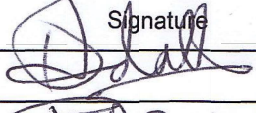
Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants and Donations	75	-	-	75	150
Hire of Building	32,992	-	-	32,992	31,053
Bank Interest	436	-	-	436	14
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	33,503	-	-	33,503	31,217
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	33,503	-	-	33,503	31,217
A3 Payments					
Caretaker/Cleaning	8,260	-	-	8,260	6,651
Room Refurbishment	3,500	-	-	3,500	-
Repairs and Maintenance	8,007	-	-	8,007	3,069
Donations and Grants	1,270	-	-	1,270	731
Subscriptions	35	-	-	35	35
Utilities	2,853	-	-	2,853	3,134
Community projects	3,607	-	-	3,607	-
Health and Safety	280	-	-	280	-
Insurance	1,238	-	-	1,238	1,097
Postage and Telephone	72	-	-	72	145
Office & Computer Exps	594	-	-	594	490
Rates	62	-	-	62	106
Bank Charges	76	-	-	76	65
Sub total	29,854	-	-	29,854	15,523
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	29,854	-	-	29,854	15,523
Net of receipts/(payments)	3,649	-	-	3,649	15,694
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	66,079	-	-	66,079	-
Cash funds this year end	69,728	-	-	69,728	15,694

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account	20,131	-	-
	Deposit Account	45,948	-	-
		-	-	-
	Total cash funds	66,079	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Debtors	421	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Utilities	Unrestricted	210	
	Surety Deposits	Unrestricted	900	
			-	
			-	

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

Signature	Print Name	Date of approval
	P. A. WORSIDALL	13/10/23
T A Baker	P. A. BAKER	13/10/23



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Downley Old School Community Association

**On accounts for the year
ended**31st August 2023**Charity no
(if any)**

1108347

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 31/08/2023

**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:**

12/10/2023

Name:

Robert Peter Cook

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

105 Littleworth Road

Downley, High Wycombe HP13 5XA



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

Downley Old School Community Association

31st August 2023

1108347

1 (remember to include the page numbers of additional sheets)

On accounts for the year ended

Charity no (if any)

Set out on pages

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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

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Signed:

Date:

Name:

Robert Peter Cook

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

Address:

105 Littleworth Road

Downley, High Wycombe HP13 5XA

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.