

TITCHFIELD COMMUNITY ASSOCIATION

England & Wales · Charity number 1109062

Details

Other names TCA, TITCHFIELD COMMUNITY CENTRE

Status Registered

Legal form Charitable company

Company number [05372712](#)

Registered 2005-04-15

Register [View on the Charity Commission register](#)

Contact

Address Titchfield Community Association
Titchfield Community Centre
Mill Street
Titchfield
Fareham
PO14 4AB

Phone 01329842933

Email manager@titchfieldcommunitycentre.org.uk

Website titchfieldcommunitycentre.org.uk

Activities

Objects: (A) TO PROMOTE THE BENEFIT OF THE INHABITANTS OF TITCHFIELD AND DISTRICT AND THAT PART OF THE BOROUGH OF FAREHAM, WEST OF THE A32 AND NEWGATE LANE, TOGETHER WITH THE ELECTORAL DISTRICT OF CURBRIDGE (HEREINAFTER CALLED "THE AREA OF BENEFIT") 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 OBJECTS OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS;(B) TO ESTABLISH OR SECURE THE ESTABLISHMENT OF A COMMUNITY CENTRE (HEREINAFTER CALLED "THE CENTRE") AND TO MAINTAIN AND MANAGE THE SAME, OR TO CO-OPERATE WITH ANY LOCAL STATUTORY AUTHORITY IN THE MAINTENANCE AND MANAGEMENT OF SUCH A CENTRE, FOR ACTIVITIES PROMOTED BY THE COMPANY IN FURTHERANCE OF THE ABOVE OBJECTS;(C) TO PROMOTE SUCH OTHER CHARITABLE PURPOSES AS MAY FROM TIME TO TIME BE DETERMINED.AND THAT IN THE ATTAINMENT OF THE SAID OBJECTS THE COMPANY SHALL BE NON-PARTY IN POLITICS AND NON-SECTARIAN IN RELIGION.

Activities: To promote the benefit of the people of Titchfield and local area by associating together, without distinction, the inhabitants with local authorities, voluntary and other organisations to advance education and to provide facilities in the interests of social welfare for recreation and leisure activities and to improve the conditions of life. To maintain a community centre for these purposes.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, Arts/culture/heritage/science, Amateur Sport, Animals, Environment/conservation/heritage, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** TITCHFIELD AND DISTRICT AND THAT PART OF THE BOROUGH OF FAREHAM, WEST OF THE A32 AND NEWGATE LANE, TOGETHER WITH THE ELECTORAL DISTRICT OF CURBRIDGE.
- Hampshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-01-31	£205,637	£196,558	-	-
2024-01-31	£195,779	£204,703	-	-
2023-01-31	£195,006	£211,284	-	-
2022-01-31	£185,892	£172,516	-	-
2021-01-31	£156,344	£160,972	-	-

Trustees

Name	Role	Appointed
DAVID JULIAN LIDGETT GIBBS		
Elaine David		2022-01-22
Joseph McLaughlin		2024-12-03
Nicholas Girdler		2017-07-31
SANDRA PATRICIA JONES		2012-10-04

Accounts

Titchfield Community Association

(Limited by Guarantee)

Company Registration 5372712

Charity Registration 1109062



Report of the Committee of Management And Financial Statements

For the Year Ended

31 January 2025

Titchfield Community Association

(Limited by Guarantee)

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COMPANY INFORMATION

Registered Name	Titchfield Community Association
Legal Status	Charitable Company Limited by Guarantee
Charity Registration	1109062
Company Registration	5372712
Registered Office	Mill Street, Titchfield, Fareham, Hampshire, PO14 4AB
Telephone	01329 842933
Email	manager@titchfieldcommunitycentre.org.uk
Website	www.titchfieldcommunitycentre.org.uk

COMMITTEE OF MANAGEMENT / COMPANY MEMBERS

Role	Name (Sub-Committee Member)	Date Appointed
President (Hon)	Mr D J L Gibbs (3) (5)	[26/07/05]
Treasurer	Mr J McLaughlin (2)	[03/12/24]
Chairman	Mr M Taylor (2)	[22/02/22]
Vice-Chairman	Mrs S Jones (1) (6) (7)	[17/08/12]

Other Elected Members [Date of Appointment as Director]:

Mr N P Girdler (5)	[31/07/17]	Mr M J Pearce	[04/07/14]
Mr K Moore (6)	[15/06/11]	Mrs P A Steel (1)	[26/07/05]
Ms E David (1)	[24/01/22]	Dr P F Mills (2) (6) (7)	[03/09/07]

The Committee of Management and Officers are appointed, or re-appointed, annually at the Association's Annual General Meeting (AGM), held in March, by means of a vote of Members of the Association.

The Association's various sub-committees are elected annually at the first Management Committee meeting following the AGM. The Association also has a wholly owned subsidiary company, TCA Enterprises Ltd, of which it is one of the two Directors. Membership of the sub-committees, working party and of the TCA Enterprises Ltd Management Committee are indicated above as follows:

(1) House Management Sub-Committee	(5) Health & Safety Sub-Committee
(2) Charges Sub-Committee	(6) Members of TCA Enterprises Ltd Management Committee
(3) Policy Sub-Committee	
(4) Insurance Review Sub-Committee	(7) Grants Working Party

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EXTERNAL PROFESSIONAL BODIES

Holding Trustees	Official Custodian for Charities	
Bankers	The Co-Operative Bank 6 Olympic Court Salford M5 2QP	
Solicitors	Warner Goodman LLP Portland Chambers 66 West Street Fareham Hampshire PO16 0JR	
Independent Examiner	James Piper FMAAT ATT J Humphrey Associates Ltd 11a The Green Stubbington Fareham PO14 2JG	
Insurers	Brokers Club Insure Ltd Romera House 8 Airport West Lancaster Way Yeadon, Leeds LS19 7ZA	Insurers Ecclesiastical Insurance Group Beaufort House Brunswick Road Gloucester GL1 1JZ
Assisted By	Hampshire County Council Mottisfont Court High Street Winchester Hampshire SO23 8DZ	Fareham Borough Council Civic Offices Civic Way Fareham PO16 7AZ

Report of the Committee of Management Year Ended 31 January 2025

The Committee of Management has pleasure in submitting its report and the financial statements of Titchfield Community Association (TCA or the Company) for the year ended 31 January 2025.

SECTION 1 - CONSTITUTION AND GOVERNING DOCUMENT

TCA is incorporated as a company limited by guarantee, not having a share capital, and is a charity registered under the Charities Act 2011.

The Memorandum and Articles of Association require that TCA be managed by a Committee of Management (Management Committee) the members of which are directors and managing trustees respectively within the meaning of the Companies Act 2006 and the Charities Act 2011. TCA's registration details, Company Members, Committee Officers and members, Sub-Committee members and professional advisers are detailed on pages iii and v.

Committee Members are appointed or re-appointed each year at the Company's Annual General Meeting of TCA's patrons and members of Affiliated Groups. Patrons are individuals over 18 years of age who have paid the appropriate TCA subscription or have been awarded Life Membership for exceptional service to the Association. Each Affiliate Group has one representative and, as such, that person is eligible for Membership and to be elected to the Management Committee.

The Company is operated through a Board of Directors, the Officers (Chairman, Vice-Chairman and Treasurer) of which have regular contact with the Centre Manager who is a paid employee. The Board meets not less than quarterly. Minor and routine operating decisions are made by the Officers and reported on at the next Board meeting. Major operating decisions are made by a simple majority of a quorate Board. Fundamental operating and constitutional matters are decided by a simple majority of a quorate General Meeting.

SECTION 2 – ORGANISATION

The Management Committee comprises Honorary Officers and the following: representatives of Affiliated Groups; Trading Subsidiary Management Committee; Fareham Borough Council; and Patrons of the Association. While the Management Committee retains overall responsibility for the Association, it delegates certain aspects of its day-to-day management to six sub-committees and to paid employees. All sub-committees, working parties and the Centre Manager report to the Management Committee as shown in the following organisation chart. The Management Committee meets at least four times each year. All decisions are made by a simple majority at a quorate committee meeting.

The **House Management Sub-Committee** is responsible for exercising management control over the maintenance of buildings and contents and services relating to them.

The Association offers an occasional bar as part of its ancillary services. This facility is managed by the Association's wholly owned subsidiary company, TCA Enterprises Ltd, of which the Association is one of the two Directors. The **TCA Enterprises Ltd Management Committee** is staffed from Members of the Association.

The **Policy Sub-Committee** is responsible for reviewing Association policy and ensuring that it is adequately recorded, listed and regularly reviewed. All revisions/additions to Association policy require authorisation by the Management Committee.

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The **Charges Sub-Committee** is responsible for monitoring and evaluating the efficacy of the Association's charging policy. All revisions/additions to the Association's charging policy require authorisation by the Management Committee.

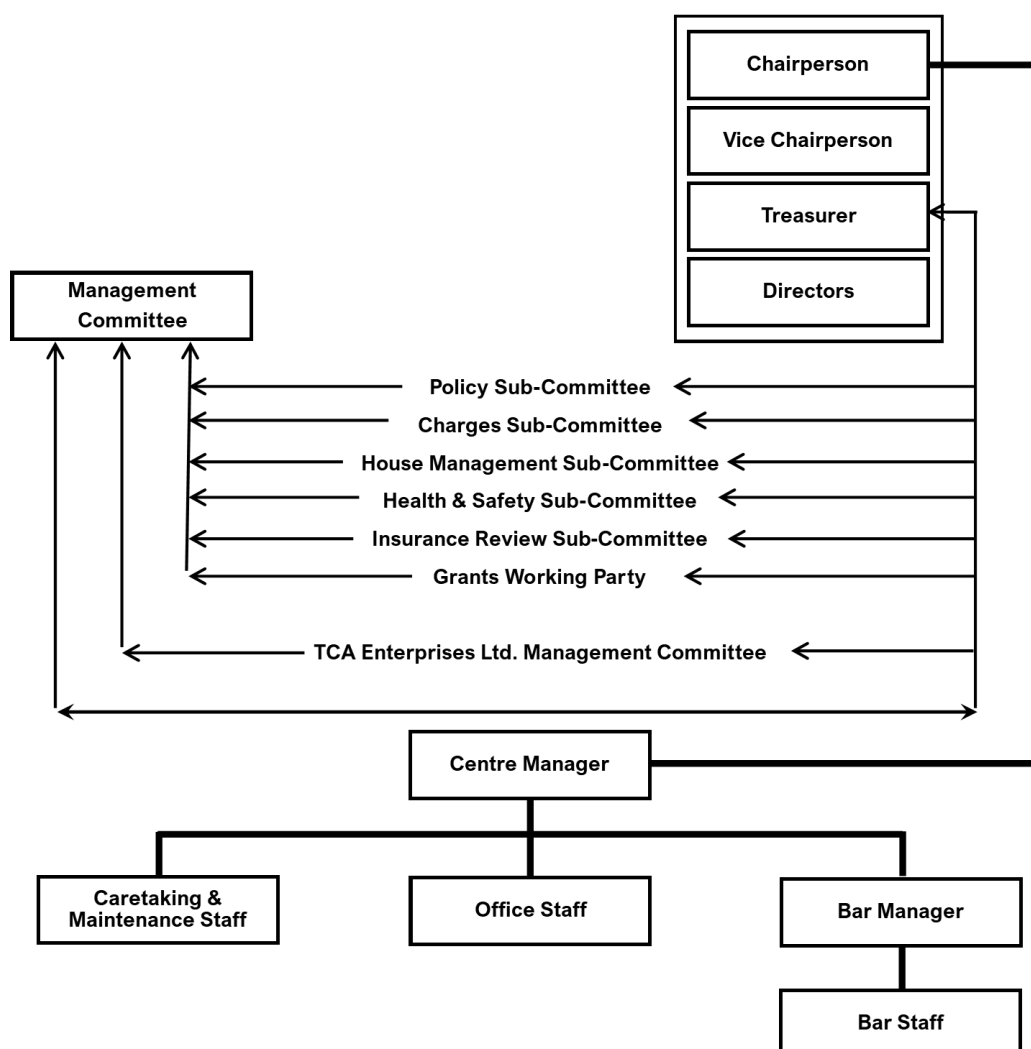
The **Insurance Review Sub-Committee** is responsible for ensuring the Association's employees, business, public liability and property are adequately protected by insurance.

The **Health & Safety Sub-Committee** is responsible for developing, reviewing, recording and implementing the Association's Health & Safety policy. It is also responsible for all aspects of risk assessment.

The **Grants Working Party** is responsible for overseeing, monitoring and evaluating all grant making activities. Identifying potential funding sources, disseminating information, collaborating with staff to discuss grant requirements and preparation, and preparing and submitting grant applications.

The Community Association benefits greatly from the efforts of the many **volunteers** whose services and support allow valuable funds to be used where most needed and hire rates to be set at levels affordable by all.

The Association employs one part-time Centre Manager, two part-time Administrative Officers, one part-time Administrative Assistant, one part-time Caretaker/Maintenance Supervisor, two part-time Caretakers, a part-time Bar Manager, and a number of casual bar staff. The Centre Manager is employed to manage the Community Centre and to act as liaison between the various sub-committees, working parties and the Management Committee. The Administrative Officers and Assistant, Maintenance Supervisor, Caretakers and bar staff report directly to the Centre Manager.



SECTION 3 – PRINCIPAL ACTIVITIES

The Company's principal activity is the maintenance and management of a Community Centre. It has a wholly owned trading subsidiary which principally assumes responsibility for the three function bars on the Company's premises.

SECTION 4 – THE COMMITTEE OF MANAGEMENT

Membership of the Management Committee is as listed on page 3. Any changes to the Management Committee during the period covered by this report were as listed below:

Mr J McLaughlin – 03 December 2024 - Appointed

SECTION 5 - RESPONSIBILITIES OF THE COMMITTEE OF MANAGEMENT

The Management Committee is responsible for preparing the Annual Report of the company and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Management Committee to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Management Committee is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Members of the Management Committee are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SECTION 6 – RELATED ORGANISATION

TCA Enterprises Ltd is the Company's wholly owned trading subsidiary (the Trading Company) that manages the activities of the 3 bars on TCA's premises.

TCA is one of 2 shareholders and one of the two directors of the Trading Company. Charges for transactions between the two organisations are made at amounts that, in the opinion of the Management Committee, equate to a fair market value. The Trading Company donates its corporation tax adjusted profits under the Gift Aid arrangements each year to the Company.

SECTION 7 – OBJECTS, POWERS AND POLICIES

Objects

The objects for which the Charitable Company is established are:

To promote the benefit of the inhabitants of Titchfield and district and that part of the Borough of Fareham, West of the A32 and Newgate Lane, together with the Electoral District of Curbridge 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 objects of improving the conditions of life for the said inhabitants.

To establish or secure the establishment of a Community Centre and to maintain and manage the same, or to co-operate with any local statutory authority in the maintenance and management of such a Centre, for activities promoted by the Company in furtherance of the above objects.

To promote such other charitable purposes as may from time to time be determined and that in the attainment of the said objects the Company shall be non-party in politics and non-sectarian in religion.

Powers

TCA is permitted, by its Memorandum and Articles of Association, to engage in any lawful activity as shall further its charitable objects and may invest money not immediately required for its objects in such investments, securities or property as it thinks fit.

Policies For Furtherance Of Objects

It is the policy of the Company to provide inexpensive facilities for all, further education classes and social and leisure activities for the benefit of the inhabitants of its area of benefit. The extensive facilities also permit the hire of rooms for private meetings or functions at very competitive prices.

The various rooms and facilities of the Community Centre are available for hire by any individual or organisation, subject to the Association's conditions of hire and completion of its hire agreement. Hire rates are set in accordance with the Association's Charging Policy, which is reviewed annually. Hire rates are also reviewed annually to ensure that the income generated is sufficient to meet all expenses incurred in providing the Community Centre, and to maintain a financial reserve against future uncertainties. The hire rates adopted for the year are listed at Appendix 1.

The major aspects of the Company's activities and policies are overseen by the Association's sub-committees, as listed previously. Regular sub-committees are governed by standing orders. These are reviewed annually by the Centre Manager and Chairman and as required by each sub-committee. All revisions to standing orders require the approval of the Management Committee.

Short-term sub-committees or working parties, formed for specific purposes, are governed by Terms of Reference approved by the Management Committee.

The Association's documented policy statements comprise: Charging Policy; Complaints Policy & Procedure; Document Control/Retention Policy; Equal Opportunities; Financial Controls; Financial Reserves; Health & Safety; Hire Agreement & Conditions of Hire; Major Contracts Review Policy; Oasis Youth Centre Safeguarding Policy for Young People; Policy for Enforcing No-Smoking Legislation; Children and Vulnerable Adults Safeguarding Policy; Policy for the Supply of Alcohol; Policy Implementation ~ Spot Checking; Policy Review Schedule; Standing Orders; Storage Policy; Training Policy; CCTV Policy and Wages Review Policy.

Reserves

The Management Committee is mindful of the need to demonstrate sound operational and financial management and ensure that its activities are in keeping with current strategic objectives. The Community Association also recognises the need to secure the viability of the Association beyond the immediate future. To provide a reliable service over the longer term, it must be able to absorb setbacks and take advantage of change and opportunity. To provide for this, the Association has established and maintains a financial reserve against future uncertainties. The Association's policy is to have as its target a reserve equal to at

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least six months' running costs, together with the costs of redundancy, loans, funds held for user groups, and any similar liability. In accordance with the above criteria, the Management Committee has set the reserve target at £95,000, net of loans, etcetera, for the year beginning 1 February 2025.

Management Of Risk

The Community Association is aware of its responsibility to effectively mitigate the major risks to which the Charitable Company is exposed and to ensure that its aims and objectives are not under threat. A review process exists and is regularly used to ensure that all significant risks are identified. The review covers governance, operational, financial and external risks and compliance with law and regulation. The system of continuous review is dealt with by a number of sub-committees, meeting on a regular basis, reporting back to the Management Committee. Where risks are identified the Management Committee seeks to take appropriate action and establish systems to mitigate the risks where necessary.

SECTION 8 - REVIEW OF ACTIVITIES AND DEVELOPMENTS

It was another busy year at the Community Centre. Our regular groups remain steady offering a wide variety of activities and interests to all age groups. We had some new activities, such as children's yoga and a children's summer craft club. Sadly, The Dementia Care Hub reduced their provision due to funding and attendance but are still in operation locally. Some of our regular groups Pilates and Zumba increased their classes due to their increased popularity.

In July 2024 we celebrated Pauline's 40th Anniversary Tea Dance and Pauline also attended the BBC Solent Make a Difference Award where she was not only nominated but won!

Titchfield Art and Craft Show celebrated their 50th Anniversary this year and it was a fabulous show with a donation of £6,000 to the Association. Some of the key members of the committee have decided to step down and allow some fresh volunteers to step up and bring some new ideas. We thank Mark, Jennifer, Vanessa, Bridget and Claire for all of the hours they have put in over their years on the committee.

Maintenance work never stops at the centre, we have carried out major (read expensive) electrical remedial work to ensure we are compliant with current regulations. Major electrical remedial work completed to bring us up to compliance levels.

We are working with Fareham Borough Council on our new lease.

SECTION 9 – REVIEW OF FINANCIAL POSITION AND TRANSACTIONS

The Association's financial position remains satisfactory and in line with the Management Committee's expectations. A £9,079 surplus was recorded in the year to 31 January 2025, largely a result of lower exceptional operating costs; a small utilities rebate was received whilst one-off maintenance costs were lower than last year. Higher trading revenue offset inflationary increases in underlying recurrent costs, primarily wages and salaries for centre staff.

The Association's net assets of £108,942 are within the tolerances of our retained reserve policy.

SECTION 10 – PEOPLE

The Staff at the centre continue to show both their commitment to and enthusiasm for the centre.

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They work tirelessly and unselfishly in making the centre the thriving hub of the village. Without this solid team none of the rest of this report would be possible. During this year, Michelle Woodman stepped down as an employee but continues to support the Centre in a freelance capacity. Steve Schomberg retired as Caretaker in May 2024 with Joe Grady joining the team to replace him. Jax Slaven joined the office team during the summer and is proving to be an excellent addition to the team.

Volunteers from both within and on the edges of Titchfield also continue to support their every effort and it never fails to impress those of us who volunteer for work on the management committee at what they are able to achieve. They deserve more than thanks for all the work they do.

Within our team of Directors, Peter Mills stood down as Treasurer while still remaining a Director and Trustee. We welcomed Joe McLaughlin as our new Treasurer, joining us in December 2024.

SECTION 11 – PUBLIC BENEFIT

Having due regard for the Charity Commission's published guidance on Public Benefit, the Association's Management Committee considered the objects of the Association and assessed how well these were met in terms of Public Benefit. The Management Committee concluded that it fully met its responsibilities with regard to providing Public Benefit which could be demonstrated as follows.

One of the primary objectives of the Association is to establish and maintain a Community Centre for the benefit of the local community. To this end, the Association leases two large buildings from Fareham Borough Council. The buildings comprise 9-10 individual rooms and communal service areas all of which are maintained by the Community Association in good order. These rooms are available for use by any member of the public as individuals, or as groups. And while it is necessary to charge for these rooms in order to raise sufficient funds to maintain the Community Centre, the Association ensures that all rooms are available at the lowest possible hourly rates; rooms are available from £8.95 per hour and are therefore accessible to all, regardless of personal financial circumstances.

In certain instances, the Management Committee waives all fees. Some groups are granted discounts of up to 80%, where the Management Committee consider the objectives of the group are in accordance with those of the Association and where hire fees at the normal rate could leave the group disadvantaged. Examples of such groups are the Titchfield Lunch Club, who provide a weekly lunch for the elderly, the local Scout groups, and Oasis Youth Club.

The main objective of the Association is to promote the benefit of the local inhabitants, and to improve their conditions of life, by associating them with the local authorities and other organisations to advance education and provide facilities in the interest of social welfare for recreation and leisure-time occupation. It can be seen from Appendix 2 that the programme offered by the Association is comprehensive and varied and fully meets this objective.

Many of the groups have been meeting at the Community Centre for a great number of years demonstrating that there is an ongoing need for the services they provide. And although no reports are provided at Appendix 2, both the local authority, local training groups and the NHS regularly use the facilities for public consultations and other public services. It is estimated that over 2,000 people attend the Community Centre each week, including over 30 regular groups.

N Girdler

(Digital Signature)

27/11/2025

N Girdler

Interim Chairman

Date

FINANCES

The following financial statements show the current state of the Association's finances which the Committee of Management considers to be sound.

N Girdler

N Girdler
Interim Chairman

J McLaughlin

J McLaughlin
Treasurer

Date: 27/11/25
(Digital signatures)

TITCHFIELD COMMUNITY ASSOCIATION (Limited by Guarantee)

**INCOME AND EXPENDITURE ACCOUNT
INCORPORATING A STATEMENT OF FINANCIAL ACTIVITIES FOR
THE YEAR ENDED 31 JANUARY 2025**

		2025	2024
<u>Unrestricted Funds</u>			
	Notes	£	£
Income from:			
Donations and Services	7	18,775	25,396
Charitable activities			
Hiring of facilities		182,366	164,365
Members' subscriptions		319	292
Other trading activities			
Commercial trading operations:			
TCA Enterprises Limited	8		
Gift aid donation		2,449	4,501
Investments			
Bank interest		1,728	1,225
Total		205,637	195,779
Expenditure on:			
Charitable activities			
Operation of a community centre: Rent of premises		3,651	3,630
Electricity		9,816	15,979
Gas		3,414	4,200
Water		8,299	6,011
Refuse disposal		1,333	1,089
Insurances and security		3,399	3,860
Caretaking and cleaning		53,461	50,909
Staff salaries and pensions		84,293	80,296
Maintenance and refurbishment		11,875	17,005
Maintenance of flat		1,650	1,545
VAT non-recoverable		3,978	5,614
Depreciation		1,091	1,096
Stationery, printing and publicity		986	996
Telephone		893	1,111
Licences and subscriptions		1,156	1,157
Advertising		147	118
Support costs	9	7,116	10,090
Total		196,558	204,706
Net income/(expenditure) / Net movement in funds		9,079	-8,925
Reconciliation of funds:			
Total funds brought forward		99,863	108,785
Total funds carried forward		108,942	99,863

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

TITCHFIELD COMMUNITY ASSOCIATION (Limited by Guarantee)

BALANCE SHEET AS AT 31 JANUARY 2025

	Notes	2025 £	£	2024 £	£
Fixed assets:					
Tangible fixed assets	3		1,713		2,324
Investment in subsidiary	3		<u>1</u>		<u>1</u>
			1,714		2,325
Current assets:					
Debtors	4	2,142		3,109	
Cash at bank					
- Deposit accounts		117,579		111,444	
- Current accounts		9,790		4,612	
Cash in hand		<u>900</u>		<u>900</u>	
		130,411		120,065	
Creditors: Amounts falling due within one year	5	<u>(23,183)</u>		<u>(22,527)</u>	
			107,228		97,538
Total net assets			<u>108,942</u>		<u>99,863</u>
The funds of the charity:					
Unrestricted funds	6		<u>108,942</u>		<u>99,863</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ('the Act') and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the members of the committee on and signed on their behalf by

N Girdler

Nick Girdler
Interim Chairman
Company Registration Number 5372712

**NOTES TO THE FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 JANUARY 2025**

STATEMENT OF COMPLIANCE

These financial statements have been prepared in compliance with FRS102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

Titchfield Community Association is a public benefit entity, and company limited by guarantee, incorporated and domiciled in the United Kingdom.

Note 1 LEGAL STATUS AND OBJECTIVES OF TITCHFIELD COMMUNITY ASSOCIATION

Titchfield Community Association (TCA) is a company limited by guarantee and not having a share capital. It is run by a Committee of Management (the Committee), the members of which are directors and charity trustees respectively within the meaning of the Companies Act 2006 and the Charities Act 2011. Its members are the members of the Committee who have consented to act as company directors and have not resigned or been retired by rotation.

The objectives of TCA are to encourage and provide facilities for promoting social welfare and recreation for the inhabitants of Titchfield and its area of benefit principally through the maintenance and management of a community centre.

Individual users of the Centre's facilities are known as patrons. Patrons are required to pay an annual subscription and are entitled to attend and vote at general meetings.

Note 2 ACCOUNTING POLICIES

(a) Accounting policies and standards

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Titchfield Community Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

(b) Basis of financial statements

The comparative figures cover the period from 1 February 2023 to 31 January 2024.

The financial statements of Titchfield Community Association include the assets and liabilities under the control of the Committee.

The accounting records of Affiliated Groups renting rooms or facilities at the community centre are not included in the financial statements.

(c) Income

The turnover shown in the Income and Expenditure account represents amounts receivable for goods and services provided during the year in the normal course of business, net of trade discounts, VAT and other sales and related taxes. All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

(d) Financial instruments

The Association only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**NOTES TO THE FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 JANUARY 2025**

Note 2 ACCOUNTING POLICIES (cont.)

(e) Tangible fixed assets and depreciation

Individual fixed assets costing £500 or more are capitalised at cost. Tangible fixed assets, comprising fixtures, fittings and equipment, are depreciated over their useful economic lives to the Association using the following straight line rates:

Fittings	15% p.a.
Furniture, computers and equipment	25% p.a.
Minor electrical equipment	50% p.a.

(f) Value added tax

The Association is considered to be subject to the effect of VAT partial exemption and input tax is restricted as required.

(g) Taxation

TCA is a registered charity and, in the opinion of the Committee, is exempt from Corporation Tax on surpluses on financial activities in accordance with section 505 of the Income and Corporation Taxes Act 1988 and section 256 of the Taxation of Chargeable Gains Act 1992.

(h) Designated funds

Designated funds are created by internal decision of the Committee for setting aside the Association's unrestricted resources for particular purposes.

(i) Group accounts

In the opinion of the directors, the company and its subsidiary undertakings comprise a small group. The company has, therefore, taken advantage of the exemption provided by Section 398 of the Companies Act 2006 not to prepare group accounts.

(j) Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Depreciation and Residual Values

The Directors have reviewed the asset lives and associated residual values of all fixed asset classes and have concluded that asset lives and residual values are appropriate.

(k) Going concern

The Board have a reasonable expectation that the Association has adequate resources to continue in operational existence for the foreseeable future. For this reason the Board continues to adopt the going concern basis of accounting in preparing the annual financial statements.

(l) Investment income

Investment income is recognised on a receivable basis.

(m) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

(n) Support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These costs have been allocated to expenditure on charitable activities.

(o) Cash at bank and in hand

Cash at bank and in hand comprises cash and short term highly liquid investments with a short maturity of three months or less.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2025

Note 3 FIXED ASSETS

(a) Tangible fixed assets	2025	2024
	£	£
Cost brought forward at 1 February 2024	97,079	96,664
Additions	480	415
At 31 January 2025	<u>97,559</u>	<u>97,079</u>
Depreciation brought forward at 1 February 2024	94,755	93,659
Charge for year	1,091	1,096
At 31 January 2025	<u>95,846</u>	<u>94,755</u>
Net book value at 31 January 2025	<u>1,713</u>	<u>2,324</u>
Net book value at 31 January 2024	<u>2,324</u>	<u>3,004</u>

(b) Investment in subsidiary

The Company has a wholly owned subsidiary TCA Enterprises Limited incorporated in England and Wales, registration number 05452271.

	2025	2024
	£	£
Fixed asset investment (One ordinary share of £1)	<u>1</u>	<u>1</u>

Note 4 DEBTORS

	2025	2024
	£	£
Trade debtors	-	-
VAT	-	-
Amount owed by subsidiary undertaking	-	-
Prepayments	2,142	3,109
	<u>2,142</u>	<u>3,109</u>

Note 5 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade Creditors	1,045	-
Amounts received in advance from customers	8,372	5,184
Oasis Youth Club	4,945	11,027
Other creditors	5,819	4,180
Accruals	6,138	4,814
Amount due from subsidiary undertaking	(3,138)	(2,678)
	<u>23,183</u>	<u>22,527</u>

Note 6 TOTAL FUNDS

	Total Funds
	£
Balance at 1 February 2024	99,863
Incoming resources	205,637
Outgoing resources	196,558
Balance at 31 January 2025	<u>108,943</u>

Analysis of Assets

	Total Funds
	£
Fixed assets	1,713
Fixed asset investment	1
Net current assets	<u>107,226</u>
	<u>108,940</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2025

Note 7 VOLUNTARY AND SERVICE INCOME

	2025	2024
	£	£
Donations from Tea Dances	5,146	4,713
Donation from Come Dancing	3,240	3,528
Art show	6,000	6,196
EOST Dancing FBC	-	3,000
Grant	-	- 453
HCC Donation	-	
Government Grant	-	3,475
Services	2,675	3,063
Sundries	1,714	968
	<u>18,775</u>	<u>25,396</u>

Note 8 INCOME FROM COMMERCIAL TRADING OPERATIONS

TCA Enterprises Limited operates the trading activities of the Company. A summary of its trading activities is shown below.

Profit and loss account	2025	2024
	£	£
Turnover	15,801	19,498
Cost of sales	(4,135)	(5,846)
Gross profit	<u>11,666</u>	<u>13,652</u>
Administrative expenses	(9,744)	(8,027)
Operating profit	<u>1,922</u>	<u>5,625</u>
Gift Aid Donation to Titchfield Community Association	2,449	4,501
Net profit before tax	<u>(527)</u>	<u>1,124</u>

Note 9 SUPPORT COSTS

	2025	2024
	£	£
Operation of the community centre	960	1,391
Independent examiners' fees	1,544	1,382
Peninsula Consultancy	13	26
Legal fees/Website	-	- 2,312
Salary cost	1,727	
Computer consumables, renewals and software	525	1,898
Coffee Machine	2,347	3,081
Miscellaneous	<u>7,116</u>	<u>10,090</u>

Note 10 EMPLOYEE COSTS

	2025	2024
	£	£
Salaries	82,561	78,662
Wages	30,181	29,332
Social Security	-	- 1,634
Pensions	1,731	
	<u>114,474</u>	<u>109,628</u>

No employee received emoluments of more than £50,000 per annum.

The average number of employees during the year is as follows:

	2025	2024
Management and Administration	12	12
Other	3	3
	<u>15</u>	<u>15</u>

No members of the Committee, nor any person connected with them, has received or is due to receive any remuneration or reimbursement of expenses for the year, either directly or indirectly from the Charity's funds.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2025

Note 11 OPERATING LEASES

At the end of the financial year the Company had future minimum lease payments under non-cancellable operating leases as follows:

	Land & Buildings	Other	Total
	£	£	£
Amounts expected in one year	4,800	-	4,800

The Community Centre is a leasehold property on a 30 year lease from Fareham Borough Council. The current lease was due for renewal on 1 April 2021 for a further term of 30 years. The annual rent is reviewed every 5 years. The lease is being renegotiated. In the event of the Company winding up, the rental commitment is limited to the extent of the Company's net assets at that time.

Note 12 RELATED PARTY TRANSACTIONS

At 31 January 2025, TCA Enterprises Limited paid Titchfield Community Association £2,449 by Gift Aid

Since TCA Enterprises Limited has no bank account, all the transactions of the subsidiary are recorded by the Company as agent for TCA Enterprises Limited.

Note 13 CONTINGENT LIABILITY

Under a VAT group registration arrangement, the Association is contingently responsible for the VAT liability of TCA Enterprises Limited in the event of non-payment. TCA Enterprises Limited is similarly liable for VAT payable by the Association.

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

REPORT TO THE MEMBERS OF TITCHFIELD COMMUNITY ASSOCIATION ON THE ACCOUNTS FOR THE YEAR ENDED 31 JANUARY 2025

I report to the Trustees on my examination of the accounts of Titchfield Community Association ('the Association') for the year ended 31 January 2025.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the Association 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 Association'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

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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Association as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

This report is made solely to the Charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity trustees as a body, for my work or this report.

Mr James Piper FMAAT ATT FIAB
Independent examiner
J Humphry Associates Ltd



13-Oct-25

Dated

11a The Green Stubbington
Hampshire PO14 2JG

APPENDIX 1

HIRED CHARGES FOR THE YEAR ENDED 31 JANUARY 2025

Standard Hire Rates

TITCHFIELD COMMUNITY ASSOCIATION									
STANDARD RATES 1 February 2024 to 31 January 2025									
ACCOMMODATION		MON to FRI		SAT		SUN			
	Min	9am - 6pm		Min	9am - 6pm				
	Hrs	£ per hr		Hrs	£ per hr		BAR £100 (3½ hrs)		
ANY SUITE	3	£	41.00	4	£	43.00	4	£	48.00
extra time for bar £25 per ½ hrs									
	MON to FRI								
	Min	9am-6pm	6pm-12pm						
	Hrs	£ per hr	£ per hr						
MAIN HALL & GARAGE*	2	£ 22.70	£ 27.90	* increase rate 25% 51-100 people					
HAVEN & BARLEYCORN LOUNGE				* increase rate 50% 101-150 people					
				* increase rate 75% 151-200 people					
MEON, MALT, SCOUT, CM, DELME	2	£ 16.00	£ 22.75	SUITE HIRE inc Bar 7.30-11 pm					
				6PM - MIDNIGHT £360.00					
DOREEN EVANS	2	£ 8.95	£ 11.35	Extra hours added at the hourly suite rate					
EXERCISE CLASS (1½ hrs before 5pm)*		£ 30.00							
DAMAGE DEPOSITS		£ 100.00		STAFF ASSISTANCE £35 PER HOUR					
DD Small functions & Children's Party		£ 50.00							
FULL DAY WEDDING & 18/21 B'DAYS		£ 150.00							
USE OF KITCHEN**		£ 50.00							
CORKAGE (per adult)		£ 3.00							

APPENDIX 2

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APPENDIX 2

C J DANCING

No in group	20 – 40	No. of meetings	Approx 90
Objectives	To teach Ballroom and Latin American dancing to children and adults in a friendly and social environment within the local community.		
Achievements	2025 has started well with a good number of existing and new dancers of all ages. We hope that they all continue with us through 2025.		
Plan for 2025	We hope 2025 continues as it has started and we increase the interest in dancing in the local area. We hope people see our dance classes as a way of learning a new skill and meeting new people.		

COME DANCING

No. in group	60-70	No. of meetings	13
Objectives	To raise money for the Community Centre and bring people together		
Achievements	We raised £3,240 in 2024		
Plan for 2025	Continue to hold one dance per month and one on New Years Eve.		

COTTON ON SEWING

No. in group	8	No. of meetings	39
Objectives	A sew your own project sewing group. Bring along your project and get help and advice completing and making friends along the way. An extremely supportive group where everyone is welcome.		
Achievements	We've managed to keep going! The cost of living, illness and family situations have proved very challenging but with support from the Community Centre we are still here.		
Plan for 2025	We are aiming to take part in a sewing retreat this year, hopefully a weekend sewing adventure.		

DEBUT DANCE ACADEMY

No. in group	44	No. of meetings	4 per week
Objectives	Provide fun and uplifting dance and drama classes for children aged 4-16.		
Achievements	• Doubled our number of weekly classes offered • Classes at full capacity for ages 7 – 12 • Successful summer show 'An Open Book' 2024 • Welcomed lots of new faces to DDA • Opened a new class for ages 4 – 7 • Opening another class week commencing 24.02.2025		
Plan for 2025	• Open a new class for ages 7 – 12 (Debut Dance Club)		

APPENDIX 2

- Expand DDA further and continue to offer new classes
- Expand our teaching team
- Redesign our website
- Put on a successful show 'Alice in Theatreland'

EXPRESS DANCE ACADEMY

No. in group	2 teachers 1 chaperone 52 Dancers	No. of meetings	3 a week
Objectives	We teach the following dance styles • Freestyle Disco • Street • Lyrical • Rock n Roll • Acro • Teams		
Achievements	We have won 200+ at local competitions. We received the Community Impact Award at the National Entertainment Awards.		
Plan for 2025	Keep Going. We will be performing at the O2 in October 2025 and in Las Vegas in 2026.		

FAREHAM AND GOSPORT HOME EDUCATION GROUP (FAREGOS)

No. in group	10-25 students in each session	No. of meetings	Over 2000 tutorial sessions Over 500 bookings
Objectives	To provide educational opportunities and support for children and young adults, and to support parents who are educating their children at home. The objectives are; 1. Encourage home-educated children to participate in a wide range of subjects. 2. Assist parents in the education of their children. 3. To enable many students to undertake examinations 4. Promote the welfare and safety of the students.		
Achievements	Titchfield Community Association has enabled us to continue supporting the education of a huge number of children and young adults through the provision of lessons and examinations. The number of subjects available to the students is huge and varied. GCSE subjects taught and exams are taken in, Mathematics, English Language and Literature, Biology, Physics, Chemistry, Business Studies, Classical Civilisation, Psychology, History, French, Travel and Tourism, Marine Science, Environmental Management. Other subjects and courses are also offered such as Art, Drama, Geography and Photography. As an Exam Centre, many achievements and qualifications are successfully gained.		

APPENDIX 2

Plan for 2025 We hope to continue providing lessons and examinations to our students, supporting them and their families with their education.

The support and co-operation of the Titchfield Community Association is hugely appreciated in continuing this vital community provision to the young people and families requiring educational support.

FAREHAM BEEKEEPERS' ASSOCIATION (FDBKA)

No. in group	22, plus 4 tutors	No. of meetings	6
Objectives	To offer to the public an 'Introduction to Bees and Beekeeping' course. The course is based on the British Beekeepers' Association (BBKA) Basic Assessment syllabus. The course comprises 10 sessions: 6 classroom evening sessions at Titchfield Community Centre and 4 practical daytime sessions at Manor Farm Country Park, where FDBKA have a training apiary.		
Achievements	These prove to be more interactive and rewarding for the student. Again, we have been oversubscribed which is a continuing sign that beekeeping remains a popular pursuit and we have an in demand course!		
Plan for 2025	Continue with the current classes which conclude in March before the start of the active beekeeping season. Already planning for the 2025 intake by booking the rooms for next year.		

FAREHAM FLOWER CLUB

No. in group	10	No. of meetings	10
Objectives	To encourage the art of flower arranging for both home and competition work. We also encourage sustainable use of mechanics used.		
Achievements	The learners have learned various techniques to enable them to fulfil their need to arrange flowers beautifully without the use of floral foams where at all possible. Encouraging the use of British flowers when available. We have competed in Club competitions and represented the Club at the New Forest Show and Romsey Show and also the Wessex Area Competition.		
Plan for 2025	We have various shows this year including the National Show at Gloucester Cathedral. Participating in the Salisbury Flower festival in May, alongside the Club, New Forest and Romsey shows. But we want to encourage more members of the public to join us and be part of a friendly class. We are not a formal institution but a group of people who like to learn from each other and have fun doing so.		

FLEXERCISE

No. in group	No. of meetings	Once a week x 37 approx.
Objectives	To provide a progressive and friendly fitness class that improves the mobility, confidence and wellbeing of local people	
Achievements		

APPENDIX 2

Plan for 2025	To continue developing routines that challenge and inspire members. To increase the number of people attending and benefitting from the classes
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GROOVI GROUP

No in group	5 – 6 people but can take more	No. of meetings: 12
Objectives	To meet up with like-minded crafters to be taught new skills and to make parchment cards	
Achievements	We have formed a really good group of friends who love to just get together over a coffee and create masterpieces on parchment, learning something new as we go along.	
Plan for 2025	More of the same really, hopefully recruiting more people to the group who have the same interests.	

JIVEASY / DANCE YOURSELF DIZZY (INSPIRED 2 DANCE LTD.)

No. in group	30-100	No. of meetings	'Dance Yourself Dizzy' Weeknight Jive classes every Tuesday 'Jiveasy' Freestyle evenings once a month on Friday evenings.
Objectives	Inspired 2 Dance Ltd. is a local dance company teaching Modern Jive (also known as Leroc) to adults - an easy to learn, fun, social dance. Classes are held every Tuesday on the fabulous dance floor in the Main Hall at Titchfield every Tuesday evening, and on Fridays once a month we hold social dances, which are very popular with both our pupils and travelling dancers from elsewhere. Our aim is to offer social partner dancing in a safe environment to familiar upbeat music from the last 40 years or so that you would regularly hear on the radio.		
Achievements	Many new dancers, and friendly fun dance evenings.		
Plan for 2025	To maintain & build numbers for our weekly class nights. To encourage more locals to take up dancing – a great way to socialise, keep fit and have fun! It's great for mental as well as physical health! www.jiveasy.com or www.danceyourselfdizzy.com for more info.		

LINDY CLUB / SUGARPUSH TEA DANCE

No. in group	Mondays – up to 50 Sugar Push – 80 Weekend events - 100	No. of meetings	2 – 4 x beginner workshops 5 x Sugar Push tea dances 3 x weekend events 2 - 3 additional workshops
Objectives	To give the Lindy Hop dancers lots of classes, events and social activities to attend for social, mental and physical wellbeing.		
Achievements	Continuing to introduce new dancers into our vibrant community		
Plan for 2025	More of the same!		

APPENDIX 2

OASIS YOUTH PROJECT

No. in group	62 registered	No. of meetings	100
Objectives	The provision of a junior and senior youth club in Titchfield. To provide a programme of activities that enables young people to: Explore their values, belief's, ideas and issues Enable them to develop their voice, influence and place in society Facilitate learning practical and life skills that will help them to realise their full potential.		
Achievements	Continuing to provide an open access your provision that meets the needs of young people in Titchfield		
Plan for 2025	To continue to provide an offer of youth work with a programme that meets the needs of local young people.		

SGN HOME AND WELL HUB

No. in Group	8 – 10	No. of meetings	12
Objectives	Debt support and advice to make sure you're receiving all the benefits you're entitled to. Priority services register – are you signed up to get support if there is a power cut or gas leak? Get help with your energy bills. Carers group with free lunch.		
Achievements	Support the community for our carers.		
Plan for 2025	Continue offering service to community.		

SING NOW CHOIR

No. in group	100	No. of meetings	44
Objectives	Since our launch in 2015 with the slogan "Singing is for everyone", we have remained committed to being an inclusive community for the people of Titchfield and Fareham. We believe that singing is for everyone, welcoming all individuals regardless of their musical background or experience, and we proudly continue to foster an environment where no auditions are required.		
Achievements	We hosted a wide variety of community performances and charity fundraising events throughout the year, creating opportunities for our members to come together and support important causes. In addition to these events, we also invited new members into our choir.		
Plan for 2025	To continue meeting for rehearsals, performing across the south and raising funds for charity.		

SOLENT STITCHERS

No. in group	53	No. of meetings	23
Objectives	To promote and encourage all forms of needlework, especially patchwork and quilting.		
Achievements	Members shared techniques and projects through workshops and demonstrations. We enjoyed a visit to Jane Austen's home to view her patchwork, heard from two professional quilters who came to talk about their work and produced dozens of quilts for charity.		
Plan for 2025	In our 31 st year we will be mounting an exhibition of Quilts, visiting the Whitchurch Silk Mill, enjoying more speakers and workshops, and continuing to support local and		

APPENDIX 2

national charities by producing quilts for children in hospital and heart cushions for breast cancer survivors.

SOLENT TAEKWON-DO

No. in group	45	No. of meetings	Twice a week
Objectives	The aim is to offer martial arts/self-defence classes and character development that will help children overcome anxiety, build confidence and improve social skills whilst also helping improve fitness.		
Achievements	The club has steadily grown over the year, with a happy membership base and very happy parents.		
Plan for 2025	The plan going forward will be to continue growing the club. The Titchfield Community Centre have helped us by accommodating us in a bigger hall every Saturday which is a big help to our growing club. This enables us to reach and help more of the community.		

SOLENT U3A COMMITTEE

No. in group	12	No. of meetings	8
Objectives	To organise the running of Solent U3A, which has a membership of over 300.		
Achievements	The successful organisation of twice monthly meetings with speakers, evening quizzes and wine tasting, a summer meal, picnic and Christmas meal. We have also been organizing a trip to Holland. We oversee the running of the many small groups that run with U3A,		
Plan for 2025	To continue the year's planning as above and consider new ideas and opportunities. We have a range of speakers and a fish and chip quiz night in the pipeline.		

STUBBINGTON GREEN RUNNERS

No. in group	440 members, 10 committee	No. of meetings	12 meetings, 1 per month
Objectives	To provide a benefit to the residents of Stubbington and the local area. To promote community participation in healthy recreation by providing facilities for runners to improve fitness & health, and to provide coaching, competition and other services to support these activities. To provide and assist in the provision of facilities for sport and recreation of such persons who have a need for such facilities by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances or the public at large in the interests of social welfare and with the objective of improving their conditions of life.		
Achievements	A very successful Stubbington 10k road race. Raising vital funds for local charities.		
Plan for 2025	To continue with the objectives above, ensuring all are treated equally.		

TAI CHI CHUAN

No. in group	10-15 per class	No. of meetings	Weekly
Objectives	To learn and develop a natural and beneficial way of moving through the art of Tai Chi Chuan. To enhance the inner awareness and to free up stagnant energy trapped in the muscles, joints and mind.		

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Achievements	Alleviated numerous conditions in the members. Loosening painful joints and reaching impressive levels in the practice. We also have done numerous performances across the country.
Plan for 2025	To continue to improve, furthering the knowledge and wisdom of this fascinating art. To continue our yearly retreats to Spain, Portugal and China. We also have various meals planned to celebrate different occasions. We have 3 x Tai Chi exchanges where all the local classes meet to demonstrate their skills.

TEA DANCE

No. in group	50 Tea Dance, 70 Come Dancing	No. of meetings	50 & 70
Objectives	To raise money for the Community Centre and give people the opportunity to meet up have a dance and chat over a cup of tea and biscuits.		
Achievements	We have raised £5,146 in 2024/5.		
Plan for 2025	To continue to do the same.		

THE ARTS SOCIETY (SOLENT)

No. in group	200	No. of meetings	11
Objectives	We are a local branch of The Arts Society, a leading arts education charity whose belief is that the arts have the potential to enrich people's lives. We aim to promote the enjoyment and appreciation of the arts by holding monthly lectures on a wide variety of topics related to the Arts. Our accredited Lecturers are specialists in their field and accomplished speakers. Day and overnight visits are organised to places of interest. We support art in local schools with funding for special projects. We volunteer in the conservation of historic books and in church recordings. Social events are held twice a year.		
Achievements	We held 11 lectures ranging across topics as varied as Percussion, Anglo-Saxon England, Saving Museums and Galleries and during the second World War, British Life in India, Portraits in Country Houses, Sicily and 150 years of Liberty of London amongst others. We had day visits to Watts Gallery and Artists Village and to Glyndebourne Opera – to watch 'La Traviata'. We had three social events: a meal out for 30 people at Fareham College training restaurant, Pimms and Strawberries after the summer AGM, and Mulled Wine and Mince Pies in December. We had several group outings to the cinema to watch live opera, ballet and theatre.		
Plan for 2025	11 lectures are booked. We have a day visit to Stratfield Saye House in April and another planned for the Autumn. We are having a short holiday visiting places of interest in the Peak District in June. We will continue our outings to the cinema to watch live opera and ballet from The Royal Ballet and Opera, Covent Garden and plays from the National Theatre.		

TITCHFIELD ABBEY WI

No. in group	52	No. of meetings	11
Objectives	To promote the aims of the WI, including nationally agreed resolutions on issues particularly affecting women.		
Achievements	We continue to support the Fareham Women's Refuge and local food banks with regular collections, while our patchwork group keeps producing clothes for children and babies in		

APPENDIX 2

Tanzania. Our annual outing was a visit to Beaulieu House and Museum.

Plan for 2025 Our Abbey Lunches will continue to support local pubs and restaurants with their monthly lunch dates. We will be providing refreshments for the village May Fayre again and will enjoy a craft & cake day in March, the Hampshire Federation Spring Council and the National WI AGM in June.

TITCHFIELD ART & CRAFT SHOW

No. in group	7	No. of meetings	6 Plus one 3-day event
Objectives	To raise funds for Titchfield Community Association and other local groups.		
Achievements	The 2024 Titchfield Art & Craft Show was a great success. We saw over 1,000 visitors during the course of the weekend (26th – 28th April) and we were able to make a donation of £6,000 to TCA from the profits, including fees paid by the artists and crafters, preview evening tickets, sales and entrance fees to the show. We also made donations to the following local groups: Titchfield Primary School Art Department, The Titchfield Yarnbombers, Oasis Youth Club, The Dementia Care Hub and West Hill Park School Art Department. We would like to thank everyone that came and supported us in 2024, and all those people who gave up their time to run the show.		
Plan for 2025	Titchfield Art & Craft Show returns for its 51st anniversary show on 25 th – 27 th April 2025 with a new committee and we're looking forward to welcoming a wide variety of artwork, photography and craft exhibits.		

TITCHFIELD AUCTIONS

No. in group	50-100	No. of meetings	50
Objectives	To run a successful auction.		
Achievements	To stay in business in these difficult times		
Plan for 2025	To continue to offer the best auction of its kind in the area.		

TITCHFIELD BOWLING CLUB (TBC)

No in group	40	No of meetings	24
Objectives	To maintain cohesion of the Bowling Club through the Winter season and perpetuate the art of short mat bowls in the village		
Achievements	Full attendance on every occasion		
Plan for 2025	To continue short mat bowls during the season with full attendance		

TITCHFIELD BRIDGE CLUB

No. in group	40	No. of meetings	97
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APPENDIX 2

Objectives Promoting game of Bridge for benefits of residents of Titchfield and surrounding areas. Provision of facilities for the learning, teaching and playing Bridge for residents of Titchfield.

Plan for 2025 To boost group numbers

TITCHFIELD HISTORY SOCIETY

No. in group 80 **No. of meetings** 9

Objectives To study and research the history of the original and existing parish of Titchfield.
To prepare and publish books and paper relating to the history of the parish.
At the discretion of the Committee, to study matters of wider historical interest.
In pursuit of these aims, to hold meetings, outings, exhibitions and other activities.

Achievements The Society held 9 regular meetings, attracting high attendances.
The Society produced 5 further pamphlets under the title "The Titchfield Papers".
The Society continued development of its Website.

Plan for 2025 To continue regular meetings, and to produce further publications.

TITCHFIELD LUNCH CLUB

No. in group 55 **No. of meetings** 49

Objectives To further the comfort of the elderly by association with each other and providing a substantial hot meal

Achievements We did it

Plan for 2025 To continue.

TITCHFIELD 1ST SEA SCOUTS

No. in group 5 Beavers (6-8 yrs) **No. of meetings** 3 per week in term time only
24 Cubs (8-10 yrs)
10 Scouts (10-14 yrs)
16 Adult Leaders
Total 55 members

Objectives We give our young people the opportunity to make new friends, have fun, play games, work in teams and take on new challenges. Through a varied programme of activities, we grow their personal development in core values of Integrity, Respect, Care, Belief and Cooperation. We give young people the skills they need for life.

Achievements Our young people have gained many new skills whilst working towards achieving the Bronze, Silver or Gold Chief Scout's Award, by completing the challenge awards in the following categories; Adventure, World, Creative, Expedition, Outdoor, Personal, Skills, Team Leader, Teamwork

Plan for 2025 To continue to provide a varied programme of activities to our young people, including adventurous outdoor activities, such as Kayaking, Sailing, Hiking, Climbing, Archery, Shooting and Campfires.
We are planning to support the community again with involvement in events such as the Village May Fayre, Remembrance Sunday Ceremony and the Eco-Titchfield campaign.

APPENDIX 2

WEDNESDAY MORNING BRIDGE

No. in group	This varies, Maximum 28	No. of meetings	50
Objectives	To play social Bridge using the standard Mitchell model		
Achievements	We played bridge		
Plan for 2025	To continue to develop our Bridge		

ZUMBA

No. in group	8 – 24 participants per class	No. of meetings	118
Objectives	To improve general health, balance and co-ordination skills. Also cognitive health improvement involved in learning dance steps to music. Mental health benefits in communication and connection are gained through fun and new friendships.		
Achievements	Gaining regular members giving positive feedback, and gradual increase in numbers. Lovely social connections.		
Plan for 2025	Continuing to give Zumba classes that are accessible and fun. Helping participants achieve improved physical health and mental confidence.		

83 PILATES

No. in group	90 in total, 15 max per class	No. of meetings	6 sessions per week except some weeks during school Holidays and Christmas
Objectives	These Pilates sessions are aimed at strengthening the body with emphasis on core strength to prevent injury and improve general fitness and well-being.		
Achievements	The class numbers have increased from 35 overall to 90, with the group now split into six classes over 3 days per week. We are a friendly group encouraging a welcoming atmosphere.		
Plan for 2025	Maintain the current numbers and atmosphere, potentially adding another evening session.		

Accounts

Titchfield Community Association

(Limited by Guarantee)

Company Registration 5372712

Charity Registration 1109062



Report of the Committee of Management And Financial Statements

For the Year Ended

31 January 2024

Titchfield Community Association

(Limited by Guarantee)

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Titchfield Community Association

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COMPANY INFORMATION

Registered Name	Titchfield Community Association
Legal Status	Charitable Company Limited by Guarantee
Charity Registration	1109062
Company Registration	5372712
Registered Office	Mill Street, Titchfield, Fareham, Hampshire, PO14 4AB
Telephone	01329 842933
Email	manager@titchfieldcommunitycentre.org.uk
Website	www.titchfieldcommunitycentre.org.uk

COMMITTEE OF MANAGEMENT / COMPANY MEMBERS

Role	Name (Sub-Committee Member)	Date Appointed
President (Hon)	Mr D J L Gibbs (3) (5)	[26/07/05]
Treasurer	Dr P F Mills (2) (3) (6) (7)	[03/09/07]
Chairman	Mr M Taylor (2)	[22/02/22]
Vice-Chairman	Mrs S Jones (1) (6) (7)	[17/08/12]

Other Elected Members [Date of Appointment as Director]:

Mr N P Girdler (5)	[31/07/17]	Mr M J Pearce	[04/07/14]
Mr K Moore (6)	[15/06/11]	Mrs P A Steel (1)	[26/07/05]
Ms E David (1)	[24/01/22]		

The Committee of Management and Officers are appointed, or re-appointed, annually at the Association's Annual General Meeting (AGM), held in March, by means of a vote of Members of the Association.

The Association's various sub-committees are elected annually at the first Management Committee meeting following the AGM. The Association also has a wholly owned subsidiary company, TCA Enterprises Ltd, of which it is one of the two Directors. Membership of the sub-committees, working party and of the TCA Enterprises Ltd Management Committee are indicated above as follows:

- | | |
|------------------------------------|---|
| (1) House Management Sub-Committee | (5) Health & Safety Sub-Committee |
| (2) Charges Sub-Committee | (6) Members of TCA Enterprises Ltd Management Committee |
| (3) Policy Sub-Committee | |
| (4) Insurance Review Sub-Committee | (7) Grants Working Party |

Titchfield Community Association

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EXTERNAL PROFESSIONAL BODIES

Holding Trustees	Official Custodian for Charities	
Bankers	The Co-Operative Bank 6 Olympic Court Salford M5 2QP	
Solicitors	Warner Goodman LLP Portland Chambers 66 West Street Fareham Hampshire PO16 0JR	
Independent Examiner	James Piper FMAAT ATT J Humphrey Associates Ltd 11a The Green Stubbington Fareham PO14 2JG	
Insurers	Brokers Club Insure Ltd Romera House 8 Airport West Lancaster Way Yeadon, Leeds LS19 7ZA	Insurers Ecclesiastical Insurance Group Beaufort House Brunswick Road Gloucester GL1 1JZ
Assisted By	Hampshire County Council Mottisfont Court High Street Winchester Hampshire SO23 8DZ	Fareham Borough Council Civic Offices Civic Way Fareham PO16 7AZ

Report of the Committee of Management Year Ended 31 January 2024

The Committee of Management has pleasure in submitting its report and the financial statements of Titchfield Community Association (TCA or the Company) for the year ended 31 January 2024.

SECTION 1 - CONSTITUTION AND GOVERNING DOCUMENT

TCA is incorporated as a company limited by guarantee, not having a share capital, and is a charity registered under the Charities Act 2011.

The Memorandum and Articles of Association require that TCA be managed by a Committee of Management (Management Committee) the members of which are directors and managing trustees respectively within the meaning of the Companies Act 2006 and the Charities Act 2011. TCA's registration details, Company Members, Committee Officers and members, Sub-Committee members and professional advisers are detailed on pages iii and v.

Committee Members are appointed or re-appointed each year at the Company's Annual General Meeting of TCA's patrons and members of Affiliated Groups. Patrons are individuals over 18 years of age who have paid the appropriate TCA subscription or have been awarded Life Membership for exceptional service to the Association. Each Affiliate Group has one representative and, as such, that person is eligible for Membership and to be elected to the Management Committee.

The Company is operated through a Board of Directors, the Officers (Chairman, Vice-Chairman and Treasurer) of which have regular contact with the Centre Manager who is a paid employee. The Board meets not less than quarterly. Minor and routine operating decisions are made by the Officers and reported on at the next Board meeting. Major operating decisions are made by a simple majority of a quorate Board. Fundamental operating and constitutional matters are decided by a simple majority of a quorate General Meeting.

SECTION 2 – ORGANISATION

The Management Committee comprises Honorary Officers and the following: representatives of Affiliated Groups; Trading Subsidiary Management Committee; Fareham Borough Council; and Patrons of the Association. While the Management Committee retains overall responsibility for the Association, it delegates certain aspects of its day-to-day management to six sub-committees and to paid employees. All sub-committees, working parties and the Centre Manager report to the Management Committee as shown in the following organisation chart. The Management Committee meets at least four times each year. All decisions are made by a simple majority at a quorate committee meeting.

The **House Management Sub-Committee** is responsible for exercising management control over the maintenance of buildings and contents and services relating to them.

The Association offers an occasional bar as part of its ancillary services. This facility is managed by the Association's wholly owned subsidiary company, TCA Enterprises Ltd, of which the Association is one of the two Directors. The **TCA Enterprises Ltd Management Committee** is staffed from Members of the Association.

The **Policy Sub-Committee** is responsible for reviewing Association policy and ensuring that it is adequately recorded, listed and regularly reviewed. All revisions/additions to Association policy require authorisation by the Management Committee.

Titchfield Community Association

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The **Charges Sub-Committee** is responsible for monitoring and evaluating the efficacy of the Association's charging policy. All revisions/additions to the Association's charging policy require authorisation by the Management Committee.

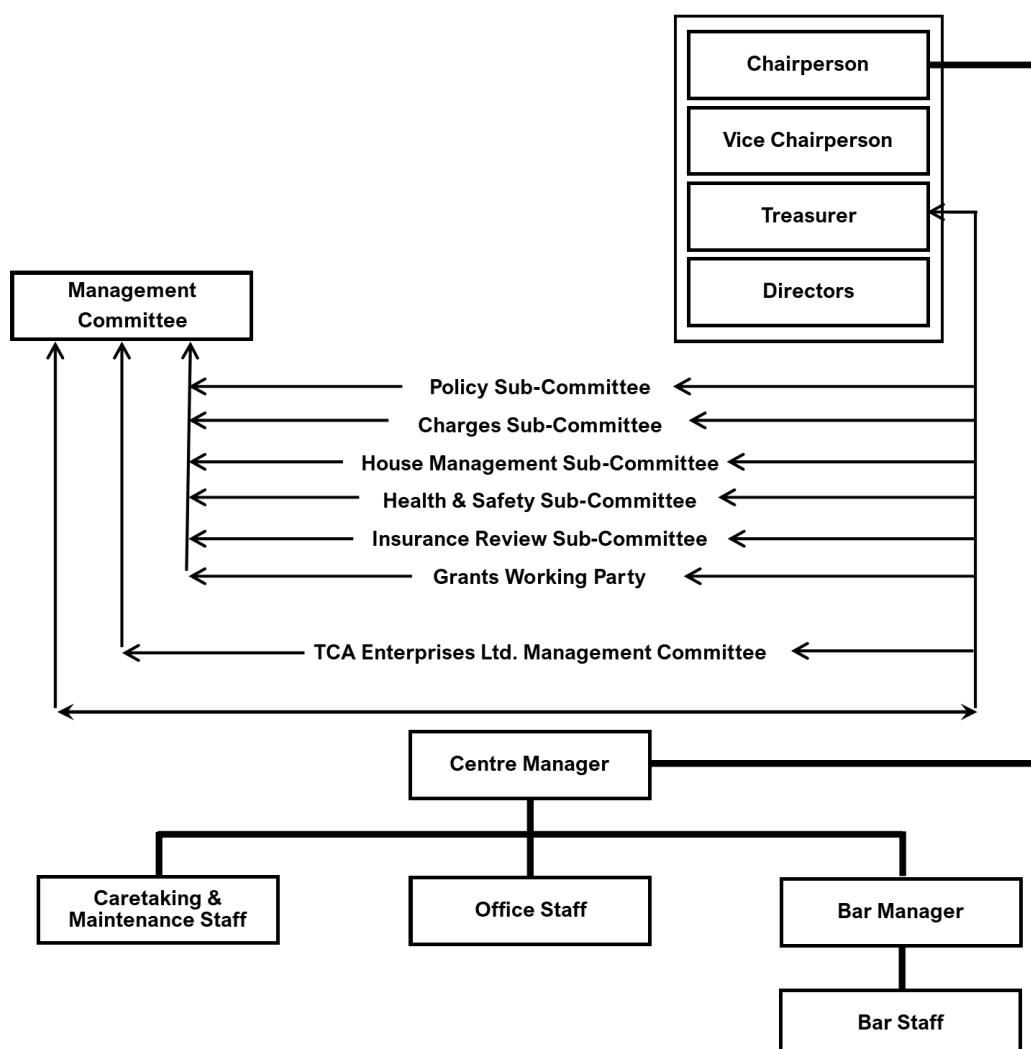
The **Insurance Review Sub-Committee** is responsible for ensuring the Association's employees, business, public liability and property are adequately protected by insurance.

The **Health & Safety Sub-Committee** is responsible for developing, reviewing, recording and implementing the Association's Health & Safety policy. It is also responsible for all aspects of risk assessment.

The **Grants Working Party** is responsible for overseeing, monitoring and evaluating all grant making activities. Identifying potential funding sources, disseminating information, collaborating with staff to discuss grant requirements and preparation, and preparing and submitting grant applications.

The Community Association benefits greatly from the efforts of the many **volunteers** whose services and support allow valuable funds to be used where most needed and hire rates to be set at levels affordable by all.

The Association employs one part-time Centre Manager, two part-time Administrative Officers, one part-time Administrative Assistant, one part-time Caretaker/Maintenance Supervisor, two part-time Caretakers, a part-time Bar Manager, and a number of casual bar staff. The Centre Manager is employed to manage the Community Centre and to act as liaison between the various sub-committees, working parties and the Management Committee. The Administrative Officers and Assistant, Maintenance Supervisor, Caretakers and bar staff report directly to the Centre Manager.



SECTION 3 – PRINCIPAL ACTIVITIES

The Company's principal activity is the maintenance and management of a Community Centre. It has a wholly owned trading subsidiary which principally assumes responsibility for the three function bars on the Company's premises.

SECTION 4 – THE COMMITTEE OF MANAGEMENT

Membership of the Management Committee is as listed on page 3. Any changes to the Management Committee during the period covered by this report were as listed below:

Mrs A Whyntie – 24 March 2023

Ms D McKenzie – 17th March 2023

SECTION 5 - RESPONSIBILITIES OF THE COMMITTEE OF MANAGEMENT

The Management Committee is responsible for preparing the Annual Report of the company and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Management Committee to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Management Committee is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Members of the Management Committee are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SECTION 6 – RELATED ORGANISATION

TCA Enterprises Ltd is the Company's wholly owned trading subsidiary (the Trading Company) that manages the activities of the 3 bars on TCA's premises.

TCA is the one shareholder and one of the two directors of the Trading Company. Charges for transactions between the two organisations are made at amounts that, in the opinion of the Management Committee,

Titchfield Community Association

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equate to a fair market value. The Trading Company donates its corporation tax adjusted profits under the Gift Aid arrangements each year to the Company.

SECTION 7 – OBJECTS, POWERS AND POLICIES

Objects

The objects for which the Charitable Company is established are:

To promote the benefit of the inhabitants of Titchfield and district and that part of the Borough of Fareham, West of the A32 and Newgate Lane, together with the Electoral District of Curbridge 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 objects of improving the conditions of life for the said inhabitants.

To establish or secure the establishment of a Community Centre and to maintain and manage the same, or to co-operate with any local statutory authority in the maintenance and management of such a Centre, for activities promoted by the Company in furtherance of the above objects.

To promote such other charitable purposes as may from time to time be determined and that in the attainment of the said objects the Company shall be non-party in politics and non-sectarian in religion.

Powers

TCA is permitted, by its Memorandum and Articles of Association, to engage in any lawful activity as shall further its charitable objects and may invest money not immediately required for its objects in such investments, securities or property as it thinks fit.

Policies For Furtherance Of Objects

It is the policy of the Company to provide inexpensive facilities for all, further education classes and social and leisure activities for the benefit of the inhabitants of its area of benefit. The extensive facilities also permit the hire of rooms for private meetings or functions at very competitive prices.

The various rooms and facilities of the Community Centre are available for hire by any individual or organisation, subject to the Association's conditions of hire and completion of its hire agreement. Hire rates are set in accordance with the Association's Charging Policy, which is reviewed annually. Hire rates are also reviewed annually to ensure that the income generated is sufficient to meet all expenses incurred in providing the Community Centre, and to maintain a financial reserve against future uncertainties. The hire rates adopted for the year are listed at Appendix 1.

The major aspects of the Company's activities and policies are overseen by the Association's sub-committees, as listed previously. Regular sub-committees are governed by standing orders. These are reviewed annually by the Centre Manager and Chairman and as required by each sub-committee. All revisions to standing orders require the approval of the Management Committee.

Short-term sub-committees or working parties, formed for specific purposes, are governed by Terms of Reference approved by the Management Committee.

The Association's documented policy statements comprise: Charging Policy; Complaints Policy & Procedure; Document Control/Retention Policy; Equal Opportunities; Financial Controls; Financial Reserves; Health & Safety; Hire Agreement & Conditions of Hire; Major Contracts Review Policy; Oasis Youth Centre Safeguarding Policy for Young People; Policy for Enforcing No-Smoking Legislation; Children and Vulnerable Adults Safeguarding Policy; Policy for the Supply of Alcohol; Policy Implementation ~ Spot Checking; Policy Review Schedule; Standing Orders; Storage Policy; Training Policy; CCTV Policy and Wages Review Policy.

Titchfield Community Association

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Reserves

The Management Committee is mindful of the need to demonstrate sound operational and financial management and ensure that its activities are in keeping with current strategic objectives. The Community Association also recognises the need to secure the viability of the Association beyond the immediate future. To provide a reliable service over the longer term, it must be able to absorb setbacks and take advantage of change and opportunity. To provide for this, the Association has established and maintains a financial reserve against future uncertainties. The Association's policy is to have as target a general reserve equal to at least six months running costs plus redundancy costs and any loans, funds held for user groups, or similar liability. This level of reserve is reviewed by the Association's Charges Sub-Committee. The most recent review set the reserve target at £95,000, net of loans etc, and this applies for the year beginning 1 February 2024.

Management Of Risk

The Community Association is aware of its responsibility to effectively mitigate the major risks to which the Charitable Company is exposed and to ensure that its aims and objectives are not under threat. A review process exists and is regularly used to ensure that all significant risks are identified. The review covers governance, operational, financial and external risks and compliance with law and regulation. The system of continuous review is dealt with by a number of sub-committees, meeting on a regular basis, reporting back to the Management Committee. Where risks are identified the Management Committee seeks to take appropriate action and establish systems to mitigate the risks where necessary.

SECTION 8 - REVIEW OF ACTIVITIES AND DEVELOPMENTS

It has been another exciting year for the Community Centre. We have continued to rebuild after the Covid pandemic and during the cost-of-living crisis. There are several areas that I would like to touch on, particularly in relation to valuable fund raising and other wider issues:

Pre-School, Jigsaw closed in February 2023, we have been working with HCC to identify a new provider in this key area for our village.

The bars not as busy as we would have liked, this has been driven primarily by the cost-of-living crisis and also because we had a strong year last year as people ventured out after the pandemic.

Director Elaine David laid the remembrance wreath at Titchfield Village Hall in November on behalf of the Association.

Earl of Southampton Trust – we received £3000 towards running of weekly Tea Dance and monthly Come Dancing for which we are grateful.

Unfortunately, we have lost the following regular groups -

- Creation Station – group closed due to lack of numbers
- Fareham Vannes Twinning – moved to another location
- Jigsaw Preschool – had 2 locations, closed ours but continue at other location
- Scan 'n' Cutter – moved to another location

We have welcomed the following new regular groups

- The Dementia Care Hub – their social group meets here every Wednesday afternoon and is proving popular.

Titchfield Community Association

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- The Solent Taekwondo Academy – Little Ninjas (4-6 years) and Juniors (7 to 11 years) meet here twice a week, numbers growing steadily

In May we said goodbye and thank you to former Chairman Ann Whyntie, I have been very grateful for her wise words and excellent handover.

TCAP's first Photo calendar competition raised £690 for the Centre; £279 from entries and £411 through calendar sales. Their bingo events have continued to be a success and raised £981, which was very welcome.

The Oasis Youth Club received £6,200 from The National Lottery Community Funding in July 2023, which has allowed them to reintroduce Thursday evening sessions for older teens. They also welcomed funding from Hampshire County Council, Fareham Borough Council and Earl of Southampton Trust

Titchfield Art & Craft Show was another huge success, and they donated £6,200 of their proceeds to the Centre. We look forward to welcoming them back for their 50th Anniversary Show in 26 to 28 April 2024.

Pauline's Tea Dances will be celebrating its 40th Anniversary on 2 July 2024. In this financial year her Tea Dances have raised £4,712.50 and her Come Dancing Saturday evening events have raised another remarkable £3,528 for TCA. Again, this is very welcome.

SECTION 9 – REVIEW OF FINANCIAL POSITION AND TRANSACTIONS

The Management Committee considers the financial position of TCA to be satisfactory. The Association's net assets of £99,863 recorded at 31 January 2024, are adequate to meet its obligations and support its aspirations.

TCA recorded a deficit of £8,925 in the year to 31 January 2024. This was a reasonable outcome, achieved against several years of Covid 19, lockdown, and high inflation.

Bar usage was at a substantial level, with TCA Enterprises Limited obtaining an operating profit of £5,625, of which it Gift Aided £4,501 to TCA.

SECTION 10 – PEOPLE

As Chairman, I would like to thank the entire staff for keeping our Community Centre a warm, welcoming, and well-run place. Headed up by our Manager, Mary-Kate Smith, the team has worked very hard despite the challenges of maintaining our ageing buildings and also in the middle of a difficult economy.

Mary-Kate has been ably supported by our administrative team, Helen Osborn, Sue Keenan, Claire Samways, Michelle Woodman, our caretakers, Sally Parrant, Rod Steel, and Steve Schomberg, and Bar Manager Siân Hewett.

The office team's duties are complex and varied. They include manning our front desk, managing user bookings, providing customer service, and overseeing our accounts. They also act as the first point of contact for Fareham Borough and Hampshire County Councils, including all the necessary licensing and regulatory administration.

Titchfield Community Association

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Our caretakers work tirelessly to keep the Centre clean and in good shape. As well as their valuable practical skills, they can add 'customer service' to the list, as they are often the sole point of contact for our guests.

I'd also like to thank our bar team for their dedication to managing our three bars so efficiently. They work hard in an often-demanding environment, delivering exceptional customer service and a valuable revenue stream.

Steve Schomberg has decided to retire in May 2024, and we are recruiting a new caretaker who will shadow Steve in the coming months. Helen Osborn has also decided to move on to allow her greater flexibility with her family so we will also be recruiting a new member to join the office team. Both have made valuable contributions to the centre and will be missed.

Another significant departure is our much-loved and inimitable Chairman, Ann Whyntie, who stood down in March 2023. I'm aware that Ann's are big shoes to fill, and I am committed to furthering her terrific legacy.

As Chairman, I am supported by Vice-Chair, Sandi Jones and Treasurer, Peter Mills, and together we constitute the Executive of the Association. We are grateful to Peter for continuing in the role of Treasurer, providing a valuable and sensible overview of the finances. As well as maintaining his role as Treasurer, he also plays a leading role in supervising the Oasis Youth Club, as well as the Bar Committee and his activities for other local organisations.

We are delighted that Julian Gibbs has remained President, acting as a key figurehead for the Association.

We are most grateful for the advice and support we have received from Fareham Borough and Hampshire County Councils, particularly from a number of the Borough Council's officers, including Cllr. Tiffany Harper.

Our wonderful Trustees continue to lend their support, time and expertise to the centre and we thank them sincerely. Our various sub-committees continue to ensure that the Association's business is managed smoothly.

Titchfield can rightly be proud of its Community Centre and Association and the people who run them—long may they continue!

SECTION 11 – PUBLIC BENEFIT

Having due regard for the Charity Commission's published guidance on Public Benefit, the Association's Management Committee considered the objects of the Association and assessed how well these were met in terms of Public Benefit. The Management Committee concluded that it fully met its responsibilities with regard to providing Public Benefit which could be demonstrated as follows.

One of the primary objectives of the Association is to establish and maintain a Community Centre for the benefit of the local community. To this end, the Association leases two large buildings from Fareham Borough Council. The buildings comprise 9-10 individual rooms and communal service areas all of which are maintained by the Community Association in good order. These rooms are available for use by any member of the public as individuals, or as groups. And while it is necessary to charge for these rooms in order to raise sufficient funds to maintain the Community Centre, the Association ensures that all rooms are available at the lowest possible hourly rates; rooms are available from £8.95 per hour and are therefore accessible to all, regardless of personal financial circumstances.

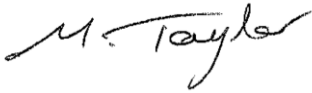
In certain instances, the Management Committee waives all fees. Some groups are granted discounts of up to 80%, where the Management Committee consider the objectives of the group are in accordance with those of the Association and where hire fees at the normal rate could leave the group disadvantaged. Examples of such groups are the Titchfield Lunch Club, who provide a weekly lunch for the elderly, the local Scout groups, and Oasis Youth Club.

Titchfield Community Association

(Limited by Guarantee)

The main objective of the Association is to promote the benefit of the local inhabitants, and to improve their conditions of life, by associating them with the local authorities and other organisations to advance education and provide facilities in the interest of social welfare for recreation and leisure-time occupation. It can be seen from Appendix 2 that the programme offered by the Association is comprehensive and varied and fully meets this objective.

Many of the groups have been meeting at the Community Centre for a great number of years demonstrating that there is an ongoing need for the services they provide. And although no reports are provided at Appendix 2, both the local authority, local training groups and the NHS regularly use the facilities for public consultations and other public services. It is estimated that over 2,500 people attend the Community Centre each week, including 34 regular groups.



M Taylor

Chairman

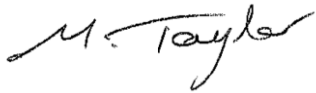
Date: 4 June 2024

Titchfield Community Association

(Limited by Guarantee)

FINANCES

The following financial statements show the current state of the Association's finances which the Committee of Management considers to be sound.



M Taylor
Chairman



P F Mills
Treasurer

Date: 4 June 2024
(Digital signatures)

Titchfield Community Association

(Limited by Guarantee)

Income & Expenditure for year ending 31st January 2024

		2024	2023
<u>Unrestricted Funds</u>			
	Notes	£	£
Income from:			
Donations and Services	7	25,396	22,548
Charitable activities			
Hiring of facilities		164,365	160,770
Members' subscriptions		292	332
Other trading activities			
Commercial trading operations:			
TCA Enterprises Limited	8		
Gift aid donation		4,501	11,119
Investments			
Bank interest		1,225	237
Total		<u>195,779</u>	<u>195,006</u>
Expenditure on:			
Charitable activities			
Operation of a community centre:			
Rent of premises		3,630	3,630
Electricity		15,976	13,204
Gas		4,200	5,122
Water		6,011	4,484
Refuse disposal		1,089	944
Insurances and security		3,860	3,886
Caretaking and cleaning		50,909	52,119
Staff salaries and pensions		80,296	64,896
Maintenance and refurbishment		17,005	32,370
Maintenance of flat		1,545	3,311
VAT non-recoverable		5,614	0
Depreciation		1,096	1,201
Stationery, printing and publicity		996	1,018
Telephone		1,111	1,218
Licences and subscriptions		1,157	884
Advertising		118	68
Support costs	9	10,090	22,929
Total		<u>204,703</u>	<u>211,284</u>
Net income/(expenditure) / Net movement in funds		(8,925)	-16,278
Reconciliation of funds:			
Total funds brought forward		108,787	125,065
Total funds carried forward		<u>99,863</u>	<u>108,787</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

Titchfield Community Association

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Balance Sheet as of 31st January 2024

	Notes	2024		2023	
		£	£	£	£
Fixed assets:					
Tangible fixed assets	3		2,324		3,004
Investment in subsidiary	3		<u>1</u>		<u>1</u>
			2,325		3,005
Current assets:					
Debtors	4	3,109		5,982	
Cash at bank					
- Deposit accounts		111,444		113,628	
- Current accounts		4,612		7,354	
Cash in hand		<u>900</u>		<u>1,350</u>	
		120,065		128,314	
Creditors: Amounts falling due within one year	5	<u>(22,527)</u>		<u>(22,532)</u>	
			97,538		105,782
Total net assets			<u>99,863</u>		<u>108,787</u>
The funds of the charity:					
Unrestricted funds	6		<u>99,863</u>		<u>108,787</u>

Titchfield Community Association

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Notes to the financial statements for the year ended 31 January 2024

STATEMENT OF COMPLIANCE

These financial statements have been prepared in compliance with FRS102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

Titchfield Community Association is a public benefit entity, and company limited by guarantee, incorporated and domiciled in the United Kingdom.

Note 1 LEGAL STATUS AND OBJECTIVES OF TITCHFIELD COMMUNITY ASSOCIATION

Titchfield Community Association (TCA) is a company limited by guarantee and not having a share capital. It is run by a Committee of Management (the Committee), the members of which are directors and charity trustees respectively within the meaning of the Companies Act 2006 and the Charities Act 2011. Its members are the members of the Committee who have consented to act as company directors and have not resigned or been retired by rotation.

The objects of TCA are to encourage and provide facilities for promoting social welfare and recreation for the inhabitants of Titchfield and its area of benefit principally through the maintenance and management of a community centre.

Individual users of the Centre's facilities are known as patrons. Patrons are required to pay an annual subscription and are entitled to attend and vote at general meetings.

Note 2 ACCOUNTING POLICIES

(a) Accounting policies and standards

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Titchfield Community Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

(b) Basis of financial statements

The comparative figures cover the period from 1 February 2022 to 31 January 2023.

The financial statements of Titchfield Community Association include the assets and liabilities under the control of the Committee.

The accounting records of Affiliated Groups renting rooms or facilities at the community centre are not included in the financial statements.

(c) Income

The turnover shown in the Income and Expenditure account represents amounts receivable for goods and services provided during the year in the normal course of business, net of trade discounts, VAT and other sales and related taxes. All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

(d) Financial instruments

The Association only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Titchfield Community Association

(Limited by Guarantee)

Note 2 ACCOUNTING POLICIES (cont.)

(e) Tangible fixed assets and depreciation

Individual fixed assets costing £1,000 or more are capitalised at cost. Tangible fixed assets, comprising fixtures, fittings and equipment, are depreciated over their useful economic lives to the Association using the following straight line rates:

Fittings	15% p.a.
Furniture, computers and equipment	25% p.a.
Minor electrical equipment	50% p.a.

(f) Value added tax

The Association is considered to be subject to the effect of VAT partial exemption and input tax is restricted as required.

(g) Taxation

TCA is a registered charity and, in the opinion of the Committee, is exempt from Corporation Tax on surpluses on financial activities in accordance with section 505 of the Income and Corporation Taxes Act 1988 and section 256 of the Taxation of Chargeable Gains Act 1992.

(h) Designated funds

Designated funds are created by internal decision of the Committee for setting aside the Association's unrestricted resources for particular purposes.

(i) Group accounts

In the opinion of the directors, the company and its subsidiary undertakings comprise a small group. The company has, therefore, taken advantage of the exemption provided by Section 398 of the Companies Act 2006 not to prepare group accounts.

(j) Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Depreciation and Residual Values

The Directors have reviewed the asset lives and associated residual values of all fixed asset classes and have concluded that asset lives and residual values are appropriate.

(k) Going concern

The Board have a reasonable expectation that the Association has adequate resources to continue in operational existence for the foreseeable future. For this reason the Board continues to adopt the going concern basis of accounting in preparing the annual financial statements.

(l) Investment income

Investment income is recognised on a receivable basis.

(m) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

(n) Support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These costs have been allocated to expenditure on charitable activities.

(o) Cash at bank and in hand

Cash at bank and in hand comprises cash and short term highly liquid investments with a short maturity of three months or less.

Titchfield Community Association

(Limited by Guarantee)

Note 3 FIXED ASSETS

(a) Tangible fixed assets	2024	2023
	£	£
Cost brought forward at 1 February 2023	96,664	96,280
Additions	415	384
At 31 January 2023	<u>97,079</u>	<u>96,664</u>
Depreciation brought forward at 1 February 2023	93,659	92,034
Charge for year	1,096	1,625
At 31 January 2024	<u>94,755</u>	<u>93,659</u>
Net book value at 31 January 2024	<u>2,324</u>	<u>3,004</u>
Net book value at 31 January 2023	<u>3,004</u>	<u>4,041</u>

(b) Investment in subsidiary

The Company has a wholly owned subsidiary TCA Enterprises Limited incorporated in England and Wales, registration number 05452271.

	2023	2022
	£	£
Fixed asset investment (One ordinary share of £1)	<u>1</u>	<u>1</u>

Note 4 DEBTORS

	2024	2023
	£	£
Trade debtors	-	-
VAT	-	2,849
Amount owed by subsidiary undertaking	-	-
Prepayments	3,109	3,133
	<u>3,109</u>	<u>5,982</u>

Note 5 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2023
	£	£
Amounts received in advance from customers	5,184	7,371
Oasis Youth Club	11,027	6,884
Other creditors	4,180	3,365
Accruals	4,814	9,710
Amount due from subsidiary undertaking	(2,678)	(4,798)
	<u>22,527</u>	<u>22,532</u>

Note 6 TOTAL FUNDS

	Total Funds
	£
Balance at 1 February 2023	108,787
Incoming resouces	197,081
Outgoing resouces	204,703
Balance at 31 January 2024	<u>101,165</u>

Analysis of Assets

	Total Funds
	£
Fixed assets	2,324
Fixed asset investment	1
Net current assets	98,840
	<u>101,165</u>

Titchfield Community Association

(Limited by Guarantee)

Note 7 VOLUNTARY AND SERVICE INCOME

	2024	2023
	£	£
Donations from Tea Dances	4,713	4,289
Donation from Come Dancing	3,528	3,250
Art show	6,196	6,500
EOST Dancing	3,000	
FBC Grant	-	3,845
HCC Donation	453	-
Government Grant	3,475	-
Services	3,063	3,464
Sundries	968	1,200
	<u>25,396</u>	<u>22,548</u>

Note 8 INCOME FROM COMMERCIAL TRADING OPERATIONS

TCA Enterprises Limited operates the trading activities of the Company. A summary of its trading activities is shown below.

Profit and loss account	2024	2023
	£	£
Turnover	19,498	33,274
Cost of sales	<u>(5,846)</u>	<u>(9,647)</u>
Gross profit	13,652	23,627
Administrative expenses	<u>(8,027)</u>	<u>(9,531)</u>
Operating profit	5,625	14,096
 Gift Aid Donation to Titchfield Community Association	 4,501	 11,119
 Net profit before tax	 <u>1,124</u>	 <u>2,977</u>

Note 9 SUPPORT COSTS

	2024	2023
	£	£
<i>Operation of the community centre</i>		
Independent examiners' fees	1,391	1,679
Peninsula Consultancy	1,382	1,381
Legal fees/Website	26	26
Salary cost	-	10,000
Computer consumables, renewals and software	2,312	2,451
Coffee Machine	1,898	1,734
Miscellaneous	<u>3,081</u>	<u>5,658</u>
	<u>10,090</u>	<u>22,929</u>

Note 10 EMPLOYEE COSTS

	2024	2023
	£	£
Salaries	78,662	73,567
Wages	29,332	30,369
Social Security	-	55
Pensions	<u>1,634</u>	<u>-</u>
	<u>109,628</u>	<u>103,991</u>

No employee received emoluments of more than £50,000 per annum.

The average number of employees during the year is as follows:

	2024	2023
Management and Administration	12	12
Other	<u>3</u>	<u>3</u>
	<u>15</u>	<u>15</u>

No members of the Committee, nor any person connected with them, has received or is due to receive any remuneration or reimbursement of expenses for the year, either directly or indirectly from the Charity's funds.

Titchfield Community Association

(Limited by Guarantee)

Note 11 OPERATING LEASES

At the end of the financial year the Company had future minimum lease payments under non-cancellable operating leases as follows:

	Land & Buildings	Other	Total
	£	£	£
Amounts expected in one year	4,800	-	4,800

The Community Centre is a leasehold property on a 30 year lease from Fareham Borough Council. The current lease was due for renewal on 1 April 1991 for a further term of 30 years. The annual rent is reviewed every 5 years. The lease is being renegotiated. In the event of the Company winding up, the rental commitment is limited to the extent of the Company's net assets at that time.

Note 12 RELATED PARTY TRANSACTIONS

At 31 January 2024, TCA Enterprises Limited paid Titchfield Community Association £4,501 by Gift Aid

Since TCA Enterprises Limited has no bank account, all the transactions of the subsidiary are recorded by the Company as agent for TCA Enterprises Limited.

Note 13 CONTINGENT LIABILITY

Under a VAT group registration arrangement, the Association is contingently responsible for the VAT liability of TCA Enterprises Limited in the event of non-payment. TCA Enterprises Limited is similarly liable for VAT payable by the Association.

Titchfield Community Association

(Limited by Guarantee)

Independent examiner's report on the accounts

REPORT TO THE MEMBERS OF TITCHFIELD COMMUNITY ASSOCIATION ON THE ACCOUNTS FOR THE YEAR ENDED 31 JANUARY 2024

I report to the Trustees on my examination of the accounts of Titchfield Community Association ('the Association') for the year ended 31 January 2024.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the Association 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 Association'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

INDEPENDENT EXAMINER'S STATEMENT

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

1. accounting records were not kept in respect of the Association as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

This report is made solely to the Charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity trustees as a body, for my work or



Mr James Piper FMAAT ATT AATQB
Independent examiner
J Humphry Associates Ltd

15-Mar-24

Dated

11a The Green
Stubbington
Hampshire PO14 2JG

APPENDIX 1

HIRE CHARGES FOR THE YEAR ENDED 31 JANUARY 2024

Standard Hire Rates

ACCOMMODATION			MON to FRI		SAT		SUN	
	Min	9am - 6pm	Min	9am - 6pm				
	Hrs	£ per hr	Hrs	£ per hr		BAR £100 (3½ hrs)		
ANY SUITE	3	£ 39.50	4	£ 41.00	4	£ 45.00	extra time for bar £25 per ½ hrs	
	MON to FRI							
	Min	9am-6pm	6pm-12pm					
	Hrs	£ per hr	£ per hr	* increase rate 25% 51-100 people				
MAIN HALL & GARAGE*	2	£ 21.05	£ 25.85	* increase rate 50% 101-150 people				
HAVEN & BARLEYCORN LOUNGE				* increase rate 75% 151-200 people				
MEON, MALT, SCOUT, CM, DELME	2	£ 14.85	£ 21.05	SUITE HIRE inc Bar 7.30-11 pm				
				6PM - MIDNIGHT		£350.00		
DOREEN	2	£ 8.30	£ 10.50	Extra hours added at the hourly suite rate				
				non-refundable deposit £100				
EXERCISE CLASS (1½ hrs before 5pm)		£ 30.00						
DAMAGE DEPOSITS		£ 100.00						
FULL DAY WEDDING & 18/21 B'DAYS		£ 150.00						
USE MAIN KITCHEN		£ 50.00						
CORKAGE (per adult)		£ 3.00	CARETAKER £35 PER HOUR					

Regular Hire Rates

ACCOMMODATION	MON to FRI			SAT		SUN		
	Min	£ per hr		Min	£ per hr		£ per hr	
ANY SUITE	3	33.00		6	£ 34.10	6	£ 35.20	BAR £100 (3½ hrs)

	MON to FRI			
	Min	9am - 6pm		6-12pm
	Hrs	£	per hr	£ per hr
MAIN HALL & GARAGE*	2	£	17.15	£ 21.90
HAVEN & BARLEYCORN LOUNGE				
MEON, MALT, SCOUT, CTTEE, DELME	2	£	12.25	£ 17.20
DOREEN	2	£	7.05	£ 8.40

* increase rate 25% 51 - 100 people
* increase rate 50% 101 - 150 people
* increase rate 75% 151 - 200 people

* If no caretaker is required deduct 0.50p per hour for a min 2 hours

APPENDIX 1

Affiliated Hire Rates

ACCOMMODATION	MON to FRI			SAT		SUN		
	Min	£ per hr		Min	£ per hr		£ per hr	
ANY SUITE	3	27.50		3	£ 28.60	30	£ 29.70	BAR £100 3½ hrs
	MON to FRI							
	Min	9am - 6pm	6-12pm		* increase rate 25% 51 - 100 people * increase rate 50% 101 - 150 people * increase rate 75% 151 - 200 people			
	Hrs	£ per hr	£ per hr					
HAVEN & BARLEYCORN	2	£ 13.40	£ 17.40					
GARAGE* & MAIN HALL *								
MEON, MALT, SCOUT, CTTEE, DELME	2	£ 9.70	£ 13.60					
DOREEN	2	£ 5.80	£ 7.15					
If no caretaker is required deduct 0.50p per hour for a min 2 hours								

APPENDIX 2

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APPENDIX 2

C J DANCING

No. in group	20-40	No. of meetings	80
Objectives	To teach Ballroom and Latin American dancing to children and adults in a friendly and social environment within the local community.		
Achievements	2024 has started well with a good number of existing and new dancers. We hope that they all continue with us through 2024.		
Plan for 2024	We hope 2024 continues as it has started and we increase the interest in dancing in the local area.		

COME DANCING

No. in group	60-70	No. of meetings	13
Objectives	To raise money for the community centre and bring people together		
Achievements	We raised £3,528		
Plan for 2024	Continue to hold one dance per month and one on New Years Eve.		

COTTON ON SEWING

No. in group	6-8	No. of meetings	1 per week, term time
Objectives	Bring along your sewing machine and receive guidance throughout and improve your sewing skills at the same time. Encouraging members to not only immerse themselves in the craft of sewing for their well-being but also make sustainable choices. Also trying to develop a community group by running some charity events to raise money for charities in the local area.		
Achievements	The group has kept going even through the cost-of-living crisis. We have moved to a smaller room for a while but our core group of members has stayed the same with some new members coming and going. We have looked after each other's well-being and have supported many members through difficult times which is why it is so important to keep it going.		
Plan for 2024	Hoping to continue at least as we are and run a charity event in aid of the Rowans Hospice. To support each other's well-being and to try and spread the word to others in the community and then develop the group further.		

DEBUT DANCE ACADEMY

No. in group	28	No. of meetings	2 per week, term time
Objectives	Provide fun and uplifting dance and drama classes for ages 4-12.		
Achievements	• Classes have grown in numbers • Gained more staff • Successful performance in Titchfield for the Royal Coronation		

APPENDIX 2

- Expanded classes into nurseries
- Successful Summer Show – ‘A night at the Movies’ 2023

Plan for 2024	• Grow classes to a max of 20 children in each • Put on a successful summer show ‘An Open Book’ 2024 • Run CPD training for staff such as Safeguarding and Fire Safety • Increase marketing – organise professional photoshoot
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DENEWULF DISTRICT SCOUTS

No. in group	26	No. of meetings	3
Objectives	To support local Scouting activities.		
Achievements	Increased membership by 10%. Provided presentations from external speakers to members. Supported local Scout Groups.		
Plan for 2024	As a result of a national Scouts Transformation package, this Active Support Group will be dissolved, and members placed within other Scouting Groups within Denewulf and Fareham West Districts.		

EXPRESS DANCE ACADEMY

No. in group	2 teachers 1 chaperone 47 Dancers	No. of meetings	Every week in term time Tuesday 5-6.30 – 20 dancers Wednesday 5-8 30 dancers Thursday 5-8 30 dancers
Objectives	We teach lyrical solos and duets and acro solo and duets on Tuesdays for festivals across the southern area. On a Wednesday we teach our elite dancers who compete in freestyle dance in huge competitions On Thursday we teach children and have an adult class in street dance		
Achievements	We attended the National Dance Awards and received a golden buzzer for our performance giving us a spot to perform at the O2 in London in November 2024. We got 2 first places, 4 seconds and 5 top 3's in our very first lyrical and acro solo competition. We have achieved many trophy places at freestyle competitions across various competitions a total of 189 places, 60 of them being top 3. Our street team attended the UK finals our u12 team received 3rd place in the UK and our o16 team received 4th place in the UK.		
Plan for 2024	We will continue competing up and down the south coast, and are starting to raise as much money as we can to go towards the funds for the children to attend the O2, as it is the most expensive thing we are ever going to do.		

APPENDIX 2

FAREHAM AND GOSPORT HOME EDUCATION GROUP (FAREGOS)

No. in group	10-25 students in each session (see below)	No. of meetings	Number of tutorial sessions undertaken are 2160 (540 bookings)
Objectives	Our aim is to provide educational opportunities and support for children and young adults, and to support parents of families who are educating their children at home. The objectives of the group are: 1. To encourage home educated children and young people to participate in a wide range of subjects appropriate to their age and ability. 2. To assist parents in the education of children and young people 3. To promote the welfare and safety of young people at all times. 4. To enable many students to undertake examinations.		
Achievements	TCA has enabled us to continue in the support and education of an increasing number of students through lessons and examinations. Over the past year there has been an ever increasing demand for this type of provision, of educational facilities and a place to sit exams. During this time period (1st Feb to 31 Jan 24) 416 students have participated in 61 exams and the total number of exam entries are 904. TCA have been incredibly supportive of our group and continued to support us to provide this increasing need of an education and exam facility.		
Plan for 2024	We hope to continue providing lessons and exams to our students, supporting them and their families with their education. During 2024 we are expecting and planning for a 15% increase in exam entries. The support and co-operation of the TCA is appreciated so that this vital community provision, which is in huge demand, can continue.		

FAREHAM BEEKEEPERS' ASSOCIATION

No. in group	20, plus 4 tutors	No. of meetings	6
Objectives	To offer to the public an 'Introduction to Bees and Beekeeping' course. The course is based on the British Beekeepers' Association (BBKA) Basic Assessment syllabus. The course comprises 10 sessions: 6 classroom evening sessions at Titchfield Community Centre and 4 practical daytime sessions at Manor Farm Country Park, where FDBKA have a training apiary.		
Achievements	In class theory of beekeeping leading to practical sessions at the training apiary. Again, we have been over-subscribed which is a continuing sign that beekeeping remains a popular pursuit and we have an in demand course!		
Plan for 2024	Continue with the current classes which conclude in March before the start of the active beekeeping season. Already planning for the 2025 intake by booking the rooms for next year.		

FAREHAM FLOWER CLUB

No. in group	10	No. of meetings	10
Objectives	To teach learners the art of flower arranging		

APPENDIX 2

Achievements Introduced the learners to the benefits of learning technique required to arrange flowers in the various classifications in competitive flower arranging. We have entered the National competition in Gloucester Cathedral with some success, entered various learners into the Area Show at the New Forest show. Entered the floral competition at Romsey flower show.

Plan for 2024 Club competition to be entered by most of our learners new and old. To compete at Romsey show in September, to Enter the Area show in November. To run workshops throughout the year.

FLEXERCISE

No. in group 30 approx **No. of meetings** Once a week x 37 approx.

Objectives To provide a progressive and friendly fitness class that improves the mobility, confidence and wellbeing of local people

Achievements

Plan for 2024 To continue developing routines that challenge and inspire members.
To increase the number of people attending and benefitting from the classes

HATHA YOGA

No. in group 8-12 **No. of meetings** 40

Objectives Instruct Hatha yoga and wellbeing to all ability classes
Improve clients' health and wellbeing

Achievements Resumed class after a period of travel and health issues.
Maintained class of 8 + clients

Plan for 2024 Increase class sizes
Arrange some workshops at TCC, dates to be confirmed

JIVEASY / DANCE YOURSELF DIZZY (INSPIRED 2 DANCE LTD.)

No. in group 30-100 **No. of meetings** 'Dance Yourself Dizzy' Weeknight
Jive classes Every Tuesday
'Jiveasy' Freestyle evenings once a month on Friday evenings

Objectives Inspired 2 Dance Ltd. is a local dance company teaching Modern Jive (also known as Leroc) to adults - an easy to learn, fun, social dance. Classes are held every on the fabulous dance floor in the Main Hall at Titchfield every Tuesday evening, and on Fridays once a month we hold social dances which are very popular with both our pupils and travelling dancers from elsewhere. Our aim is to offer social partner dancing in a safe environment to familiar upbeat music from the last 40 years or so that you would regularly hear on the radio.

Achievements Many new dancers, and friendly fun dance evenings.

APPENDIX 2

Plan for 2024	To maintain & build numbers for our weekly class nights. To encourage more locals to take up dancing – a great way to socialise, keep fit and have fun! It's great for mental as well as physical health! www.jiveasy.com or www.danceyourselfdizzy.com for more info.
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LINDY CLUB / SUGARPUSH TEA DANCE

No. in group	Mondays – up to 40 Sugar Push – c. 70 Weekend events - c.100	No. of meetings	Every Monday 4 x beginner workshops 5 x Sugar Push tea dances 3 x weekend events 2 x additional workshops
Objectives	To give the Lindy Hop dancers lots of classes, events and social activities to attend for social, mental and physical wellbeing.		
Achievements	Continuing to rebuild numbers following the pandemic.		
Plan for 2024	More of the same! With a focus on bringing new members into the scene.		

OASIS YOUTH PROJECT

No. in group	15 per week on average (62 registered)	No. of meetings	100
Objectives	The provision of a junior and senior youth club in Titchfield. To provide a programme of activities that enables young people to: Explore their values, beliefs, ideas and issues Enable them to develop their voice, influence and place in society Facilitate learning practical and life skills that will help them to realise their full potential		
Achievements	Innovation – including the delivery of a young person run library Funding obtained to deliver the senior group session thanks to the generosity of The National Lottery Community Fund. Oasis would not exist without funding from FBC, Earl of Southampton Trust and HCC		
Plan for 2024	To continue to provide an offer of youth work with a programme that meets the needs of local young people.		

SING NOW CHOIR

No. in group	100	No. of meetings	44
Objectives	We launched back in 2015 with the slogan 'Singing is for everyone' and we're proud to say it still remains to this day. We are truly inclusive and welcome everyone without auditioning and regardless of their singing history		
Achievements	Lots of community performances and charity fund raising events.		
Plan for 2024	To continue to offer weekly rehearsals and perform in the community.		

APPENDIX 2

SOLENT STITCHERS

No. in group	50	No. of meetings	22
Objectives	To promote and encourage all forms of needlework, especially patchwork and quilting.		
Achievements	Members shared techniques and projects through demonstrations and workshops, producing dozens of quilts for the Linus Project charity, which gives children in hospital quilts to brighten their surroundings and to take home with them. The group also raised funds for the Village Hall modernisation.		
Plan for 2024	We will celebrate our 30 th anniversary in 2024 with a series of challenges for our members, with speakers, workshops and participation in the Quilters' Guild Regional challenge of making a quilt to be shown at the annual Festival of Quilts at the NEC, Birmingham.		

SOLENT TAEKWON-DO

No. in group	24	No. of meetings	2 per week
Objectives	The aim is to offer martial arts/self-defence classes that will help children overcome anxiety, build confidence and improve social skills. Whilst also helping improve fitness.		
Achievements	The club has steadily grown over the year, with a happy membership base and very happy parents.		
Plan for 2024	The plan going forward will be to continue growing the club, probably looking at a larger hall in future to accommodate the increase in numbers that way we can reach and help more of the community.		

SOLENT U3A COMMITTEE

No. in group	12-14	No. of meetings	8
Objectives	To organise the running of Solent U3A, which has a membership of over 300.		
Achievements	The successful organisation of twice monthly meetings with speakers, outings to Brighton and Bath, evening quizzes and wine tasting, Summer meal, picnic and Christmas meal.		
Plan for 2024	To continue the year's planning as above and consider new ideas and opportunities.		

STUBBINGTON GREEN RUNNERS

No. in group	450 members, 100 committee members	No. of meetings	12 committee meetings, Annual Awards Night plus additional ad-hoc meetings/social events/training sessions
Objectives	The objects of the Club are for general public benefit but with particular reference to the inhabitants of Stubbington and its surrounding areas To promote community participation in healthy recreation by providing (a) facilities for runners capable of improving fitness and health and (b) coaching, competition and other services to support these activities		

APPENDIX 2

- To provide and assist in the provision of facilities for sport, recreation and other leisure time occupation of such persons who have need for such facilities by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving their conditions of life

Plan for 2024 To continue with the objectives noted above, ensuring that everyone is treated equally, regardless of their age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status

TAI CHI CHUAN

No. in group	10-15 per class	No. of meetings	Weekly
Objectives	To learn and develop a natural and beneficial way of moving through the art of Tai Chi Chuan. To enhance the inner awareness and to free up stagnant energy trapped in the muscles, joints and mind.		
Achievements	Alleviated numerous conditions in the members. Loosening painful joints and reaching impressive levels in the practice. We also have done numerous performances across the country.		
Plan for 2024	To continue to improve, furthering the knowledge and wisdom of this fascinating art.		

TEA DANCE

No. in group	40	No. of meetings	50
Objectives	To raise money for the Community Centre and give people the opportunity to meet up, have a dance and chat over a cup of tea and biscuits.		
Achievements	We raised £4,712.50. The Christmas and New Year dances brought in a lot of money and everyone had a good time.		
Plan for 2024	Continue to do the same.		

THE ARTS SOCIETY (SOLENT)

No. in group	202	No. of meetings	11
Objectives	We are a local branch of The Arts Society, a leading arts education charity whose belief is that the arts have the potential to enrich peoples' lives. We aim to promote the enjoyment and appreciation of the arts by holding monthly lectures on a wide variety of topics related to the Arts. Our accredited Lecturers are specialists in their field and accomplished speakers. Day and overnight visits are organised to places of interest. We support art in local schools with funding for special projects. We volunteer in the conservation of historic books and in church recording. Social events are held twice a year.		
Achievements	We held 11 lectures, including one by Mark Hill from 'The Antiques Roadshow', the majority reviewed as excellent. We had day visits to Compton Acres + Poole Harbour, and Salisbury Cathedral + Arundells with personal guided tours. Our social occasions included a summer lunch to celebrate the society's 40 th Anniversary, New Members Drinks reception, Pimms and strawberries after our AGM and Mince Pies and Mulled Wine after the Christmas lecture.		

APPENDIX 2

Plan for 2024	We have a day visit to Royal Holloway College in April and another planned for the Autumn. We have arranged a holiday to Portugal exploring Lisbon, Porto and the Douro Valley. We have started social outings to the cinema to see performances live streamed from the Royal Opera House. We plan to add more visits to local cultural events eg theatre, opera, art exhibitions.
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THE DEMENTIA CARE HUB

No. in group	35	No. of meetings	19
Objectives	To reduce isolation and loneliness for care partners, families and people living with dementia.		
Achievements	The group was launched in August and has a total of 26 members, 8 local volunteers and employs 3 Fareham residents		
Plan for 2024	To grow the group to 50 members.		

TITCHFIELD ABBEY WI

No. in group	55	No. of meetings	11
Objectives	To promote the ideals of the WI, including nationally agreed resolutions on issues affecting women in particular. We hear from a variety of speakers on local and national issues like the environment and wildlife, the prison service, local history and science. But there is also much fun to be had with quizzes, craft groups, walking groups and book groups.		
Achievements	We continue to support the Fareham Women's Refuge with three collections a year of food, clothing and toiletries, and at Christmas, toys for children. Our patchwork group has been busy sewing dresses for children in Tanzania, and four members attended the 2023 conference in Kuala Lumpur for the Associated Countrywomen of the World. Our annual outing in July was a visit to the D Day Museum in Southsea to view the Overload Embroidery and we all enjoyed a garden party to mark the Coronation of King Charles.		
Plan for 2024	We will be supporting the village events team at the May bank holiday celebration on Barry's Meadow and providing tea and cake in the Village Hall on Sunday May 5th.		

TITCHFIELD ART & CRAFT SHOW

No. in group	7	No. of meetings	6 plus one 3-day event
Objectives	To raise funds for Titchfield Community Association and other local groups.		
Achievements	The 2023 Titchfield Art & Craft Show was a great success. We saw over 1,000 visitors during the course of the weekend (22nd – 23rd April) and we were able to make a donation of £6,200 to TCA from the profits, including fees paid by the artists and crafters, preview evening tickets, sales and entrance fees to the show. We also made donations to the following local groups: Titchfield Primary School Art Department, The Titchfield Yarnbombers. We would like to thank everyone that came and supported us in 2023, and all those people who gave up their time to run the show.		

APPENDIX 2

Plan for 2024 Titchfield Art & Craft Show returns for its 50th anniversary show on 26th – 28th April 2024 and we're looking forward to welcoming a wide variety of artwork, photography and craft exhibits.

TITCHFIELD AUCTIONS

No. in group 70-100 **No. of meetings** 50

Objectives To run a successful auction.

Achievements To stay in business.

Plan for 2024 To continue to offer the best auction of its kind in the area.

TITCHFIELD BOWLING CLUB (TBC)

No. in group 38 **No. of meetings** 24

Objectives To maintain cohesion of the bowling Club through the winter season and perpetuate the art of Short Mat Bowls in the village.

Achievements Full attendance on every occasion.

Plan for 2024 To continue Short Mat Bowls during the winter season and to achieve full attendance.

TITCHFIELD BRIDGE CLUB

No. in group 40 **No. of meetings** 97

Objectives Promoting game of Bridge for benefits of residents of Titchfield and surrounding areas. Provision of facilities for the learning, teaching and playing Bridge for residents of Titchfield.

Achievements

Plan for 2024

TITCHFIELD HISTORY SOCIETY

No. in group 80 **No. of meetings** 9

Objectives To study and research the history of the original and existing parish of Titchfield.
To prepare and publish books and paper relating to the history of the parish.
At the discretion of the Committee, to study matters of wider historical interest.
In pursuit of these aims, to hold meetings, outings, exhibitions and other activities.

Achievements The Society held 9 regular meetings, attracting high attendances.
The Society produced 5 further pamphlets under the title "The Titchfield Papers".
The Society continued development of its Website.

Plan for 2024 To continue regular meetings, and to produce further publications.

APPENDIX 2

TITCHFIELD LUNCH CLUB

No. in group	55 (30 helpers)	No. of meetings	50
Objectives	To provide comfort and company to the elderly every Wednesday lunchtime and provide a two-course hot meal.		
Achievements	A social connection has been achieved by several groups who now meet each other on other occasions.		
Plan for 2024	To maintain our welcome and standards.		

TITCHFIELD 1ST SEA SCOUTS

No. in group	9 Beavers, 19 Cubs, 16 Scouts = 44 young people	No. of meetings	3 per week in term time
Objectives	We follow the Scout Association's National Programme, equipping young people with "skills for life" through outdoor activities		
Achievements	Our young people have been awarded many badges for their participation in scouting activities, staged level badges, and challenge badges. Some have achieved the level of either Bronze, Silver or Gold Chief Scouts Award.		
Plan for 2024	To undertake our usual kayaking and canoeing in the summer months, plus many other adventurous activities. To enable the young people to achieve the highest awards possible for their section. To offer the opportunity for residential nights away experiences at camps etc.		

WEDNESDAY MORNING BRIDGE

No. in group	30 members, 24 regular attendees	No. of meetings	Weekly apart from Christmas week
Objectives	To provide a forum for people to play Bridge in a friendly and non-threatening environment.		
Achievements	At least 24 members returning to play Bridge each week		
Plan for 2024	To continue as before		

ZUMBA

No. in group	20-25	No. of meetings	Twice per week
Objectives	Improving fitness and coordination to a mixed ability group. Social fun and interaction.		
Achievements	A good number of regular participants with positive feedback.		
Plan for 2024	Continue to gather regular members. Advertising to reach more people locally and further.		

83 PILATES

No. in group	35 in total, 15 max per class	No. of meetings	3 per week except summer holidays
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APPENDIX 2

Objectives	These Pilates sessions are aimed at strengthening the body with emphasis on core strength to prevent injury and improve general fitness and well-being.
Achievements	The class numbers have increased from 20 overall to 35, with the group now split into three sessions. We are a friendly group encouraging a welcoming atmosphere.
Plan for 2024	Maintain the current numbers and atmosphere, potentially adding a class if there is sufficient interest.

Accounts

Titchfield Community Association

(Limited by Guarantee)

Company Registration 5372712

Charity Registration 1109062



Report of the Committee of Management And Financial Statements

For the Year Ended

31 January 2023

Titchfield Community Association

(Limited by Guarantee)

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Titchfield Community Association

(Limited by Guarantee)

COMPANY INFORMATION

Registered Name	Titchfield Community Association
Legal Status	Charitable Company Limited by Guarantee
Charity Registration	1109062
Company Registration	5372712
Registered Office	Mill Street, Titchfield, Fareham, Hampshire, PO14 4AB
Telephone	01329 842933
Email	manager@titchfieldcommunitycentre.org.uk
Website	www.titchfieldcommunitycentre.org.uk

COMMITTEE OF MANAGEMENT / COMPANY MEMBERS

Role	Name (Sub-Committee Member)	Date Appointed
President (Hon)	Mr D J L Gibbs (3) (5)	[26/07/05]
Treasurer	Dr P F Mills (2) (3) (6) (7)	[03/09/07]
Chairman	Mrs A D Whyntie (1) (2) (3) (4) (7)	[31/03/14]
Vice-Chairman	Mrs S Jones (1) (6) (7)	[17/08/12]

Other Elected Members [Date of Appointment as Director]:

Mr N P Girdler (5)	[31/07/17]	Mr M J Pearce	[04/07/14]
Mr K Moore (6)	[15/06/11]	Mrs P A Steel (1)	[26/07/05]
Ms E David (1)	[24/01/22]	Ms D MacKenzie (5)	[24/01/22]
Mr M Taylor (2) (7)	[22/02/22]		

The Committee of Management and Officers are appointed, or re-appointed, annually at the Association's Annual General Meeting (AGM), held in March, by means of a vote of Members of the Association.

The Association's various sub-committees are elected annually at the first Management Committee meeting following the AGM. The Association also has a wholly owned subsidiary company, TCA Enterprises Ltd, of which it is one of the two Directors. Membership of the sub-committees, working party and of the TCA Enterprises Ltd Management Committee are indicated above as follows:

(1) House Management Sub-Committee	(5) Health & Safety Sub-Committee
(2) Charges Sub-Committee	(6) Members of TCA Enterprises Ltd Management Committee
(3) Policy Sub-Committee	
(4) Insurance Review Sub-Committee	(7) Grants Working Party

Titchfield Community Association
(Limited by Guarantee)

EXTERNAL PROFESSIONAL BODIES

Holding Trustees	Official Custodian for Charities	
Bankers	The Co-Operative Bank 6 Olympic Court Salford M5 2QP	
Solicitors	Warner Goodman LLP Portland Chambers 66 West Street Fareham Hampshire PO16 0JR	
Independent Examiner	Janice Matthews FCA Menzies LLP Centrum House 36 Station Road Egham TW20 9LF	
Insurers	Brokers Club Insure Ltd Romera House 8 Airport West Lancaster Way Yeadon, Leeds LS19 7ZA	Insurers Ecclesiastical Insurance Group Beaufort House Brunswick Road Gloucester GL1 1JZ
Assisted By	Hampshire County Council Mottisfont Court High Street Winchester Hampshire SO23 8DZ	Fareham Borough Council Civic Offices Civic Way Fareham PO16 7AZ

Titchfield Community Association

(Limited by Guarantee)

Report of the Committee of Management Year Ended 31 January 2023

The Committee of Management has pleasure in submitting its report and the financial statements of Titchfield Community Association (TCA or the Company) for the year ended 31 January 2023.

SECTION 1 - CONSTITUTION AND GOVERNING DOCUMENT

TCA is incorporated as a company limited by guarantee, not having a share capital, and is a charity registered under the Charities Act 2011.

The Memorandum and Articles of Association require that TCA be managed by a Committee of Management (Management Committee) the members of which are directors and managing trustees respectively within the meaning of the Companies Act 2006 and the Charities Act 2011. TCA's registration details, Company Members, Committee Officers and members, Sub-Committee members and professional advisers are detailed on pages iii and v.

Committee Members are appointed or re-appointed each year at the Company's Annual General Meeting of TCA's patrons and members of Affiliated Groups. Patrons are individuals over 18 years of age who have paid the appropriate TCA subscription or have been awarded Life Membership for exceptional service to the Association. Each Affiliate Group has one representative and, as such, that person is eligible for Membership and to be elected to the Management Committee.

The Company is operated through a Board of Directors, the Officers (Chairman, Vice-Chairman and Treasurer) of which have regular contact with the Centre Manager who is a paid employee. The Board meets not less than quarterly. Minor and routine operating decisions are made by the Officers and reported on at the next Board meeting. Major operating decisions are made by a simple majority of a quorate Board. Fundamental operating and constitutional matters are decided by a simple majority of a quorate General Meeting.

SECTION 2 – ORGANISATION

The Management Committee comprises Honorary Officers and the following: representatives of Affiliated Groups; Trading Subsidiary Management Committee; Fareham Borough Council; and Patrons of the Association. While the Management Committee retains overall responsibility for the Association, it delegates certain aspects of its day-to-day management to six sub-committees and to paid employees. All sub-committees, working parties and the Centre Manager report to the Management Committee as shown in the following organisation chart. The Management Committee meets at least four times each year. All decisions are made by a simple majority at a quorate committee meeting.

The **House Management Sub-Committee** is responsible for exercising management control over the maintenance of buildings and contents and services relating to them.

The Association offers an occasional bar as part of its ancillary services. This facility is managed by the Association's wholly owned subsidiary company, TCA Enterprises Ltd, of which the Association is one of the two Directors. The **TCA Enterprises Ltd Management Committee** is staffed from Members of the Association.

The **Policy Sub-Committee** is responsible for reviewing Association policy and ensuring that it is adequately recorded, listed and regularly reviewed. All revisions/additions to Association policy require authorisation by the Management Committee.

Titchfield Community Association

(Limited by Guarantee)

The **Charges Sub-Committee** is responsible for monitoring and evaluating the efficacy of the Association's charging policy. All revisions/additions to the Association's charging policy require authorisation by the Management Committee.

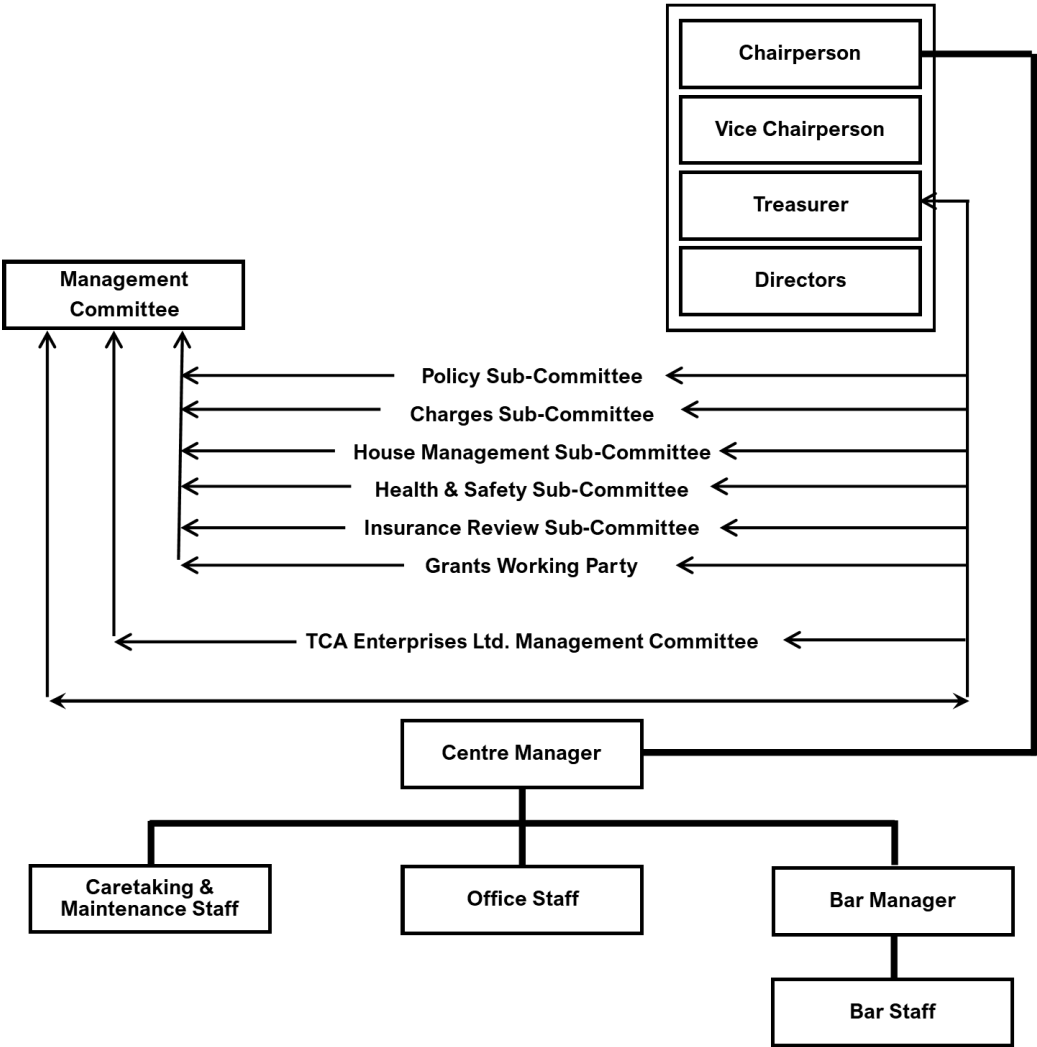
The **Insurance Review Sub-Committee** is responsible for ensuring the Association's employees, business, public liability and property are adequately protected by insurance.

The **Health & Safety Sub-Committee** is responsible for developing, reviewing, recording and implementing the Association's Health & Safety policy. It is also responsible for all aspects of risk assessment.

The **Grants Working Party** is responsible for overseeing, monitoring and evaluating all grant making activities. Identifying potential funding sources, disseminating information, collaborating with staff to discuss grant requirements and preparation, and preparing and submitting grant applications.

The Community Association benefits greatly from the efforts of the many **volunteers** whose services and support allow valuable funds to be used where most needed and hire rates to be set at levels affordable by all.

The Association employs one part-time Centre Manager, two part-time Administrative Officers, one part time Administrative Assistant, one part-time Maintenance Supervisor, 2 part-time Caretakers, a part-time Bar Manager, and a number of casual bar staff. The Centre Manager is employed to manage the Community Centre and to act as liaison between the various sub-committees, working parties and the Management Committee. The Administrative Officers and Assistant, Maintenance Supervisor, Caretakers and bar staff, report directly to the Centre Manager.



Titchfield Community Association

(Limited by Guarantee)

SECTION 3 – PRINCIPAL ACTIVITIES

The Company's principal activity is the maintenance and management of a Community Centre. It has a wholly owned trading subsidiary which principally assumes responsibility for the three function bars on the Company's premises.

SECTION 4 – THE COMMITTEE OF MANAGEMENT

Membership of the Management Committee is as listed at page iii. Any changes to the Management Committee during the period covered by this report were as listed below:

Mrs S J Knight resigned on 22 May 2022

RESPONSIBILITIES OF THE COMMITTEE OF MANAGEMENT

The Management Committee is responsible for preparing the Annual Report of the company and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Management Committee to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Management Committee is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Members of the Management Committee are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SECTION 6 – RELATED ORGANISATION

TCA Enterprises Ltd is the Company's wholly owned trading subsidiary (the Trading Company) that manages the activities of the 3 bars on TCA's premises.

TCA is one of 2 shareholders and one of the two directors of the Trading Company. Charges for transactions between the two organisations are made at amounts that, in the opinion of the Management Committee, equate to a fair market value. The Trading Company donates its corporation tax adjusted profits under the Gift Aid arrangements each year to the Company.

Titchfield Community Association

(Limited by Guarantee)

SECTION 7 – OBJECTS, POWERS AND POLICIES

OBJECTS

The objects for which the Charitable Company is established are:

To promote the benefit of the inhabitants of Titchfield and district and that part of the Borough of Fareham, West of the A32 and Newgate Lane, together with the Electoral District of Curbridge 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 objects of improving the conditions of life for the said inhabitants.

To establish or secure the establishment of a Community Centre and to maintain and manage the same, or to co-operate with any local statutory authority in the maintenance and management of such a Centre, for activities promoted by the Company in furtherance of the above objects.

To promote such other charitable purposes as may from time to time be determined and that in the attainment of the said objects the Company shall be non-party in politics and non-sectarian in religion.

POWERS

TCA is permitted, by its Memorandum and Articles of Association, to engage in any lawful activity as shall further its charitable objects and may invest money not immediately required for its objects in such investments, securities or property as it thinks fit.

POLICIES FOR FURTHERANCE OF OBJECTS

It is the policy of the Company to provide inexpensive facilities for all, further education classes and social and leisure activities for the benefit of the inhabitants of its area of benefit. The extensive facilities also permit the hire of rooms for private meetings or functions at very competitive prices.

The various rooms and facilities of the Community Centre are available for hire by any individual or organisation, subject to the Association's conditions of hire and completion of its hire agreement. Hire rates are set in accordance with the Association's Charging Policy, which is reviewed annually. Hire rates are also reviewed annually to ensure that the income generated is sufficient to meet all expenses incurred in providing the Community Centre, and to maintain a financial reserve against future uncertainties. The hire rates adopted for the year are listed at Appendix 1.

The major aspects of the Company's activities and policies are overseen by the Association's sub-committees, as listed previously. Regular sub-committees are governed by standing orders. These are reviewed annually by the Centre Manager and Chairman and as required by each sub-committee. All revisions to standing orders require the approval of the Management Committee.

Short-term sub-committees or working parties, formed for specific purposes, are governed by Terms of Reference approved by the Management Committee.

The Association's documented policy statements comprise: Charging Policy; Complaints Policy & Procedure; Document Control/Retention Policy; Equal Opportunities; Financial Controls; Financial Reserves; Health & Safety; Hire Agreement & Conditions of Hire; Major Contracts Review Policy; Oasis Youth Centre Safeguarding Policy for Young People; Policy for Enforcing No-Smoking Legislation; Children and Vulnerable Adults Safeguarding Policy; Policy for the Supply of Alcohol; Policy Implementation ~ Spot Checking; Policy Review Schedule; Standing Orders; Storage Policy; Training Policy; CCTV Policy and Wages Review Policy.

Titchfield Community Association

(Limited by Guarantee)

RESERVES

The Management Committee is mindful of the need to demonstrate sound operational and financial management and ensure that its activities are in keeping with current strategic objectives. The Community Association also recognises the need to secure the viability of the Association beyond the immediate future. To provide a reliable service over the longer term, it must be able to absorb setbacks and take advantage of change and opportunity. To provide for this, the Association has established and maintains a financial reserve against future uncertainties. The Association's policy is to have as its target a reserve equal to at least six months running costs, together with the costs of redundancy, loans, funds held for user groups, and any similar liability. In accordance with the above criteria, the Management Committee has set the reserve target at £95,000, net of loans, etcetera, for the year beginning 1 February 2023.

MANAGEMENT OF RISK

The Community Association is aware of its responsibility to effectively mitigate the major risks to which the Charitable Company is exposed and to ensure that its aims and objectives are not under threat. A review process exists and is regularly used to ensure that all significant risks are identified. The review covers governance, operational, financial and external risks and compliance with law and regulation. The system of continuous review is dealt with by a number of sub-committees, meeting on a regular basis, reporting back to the Management Committee. Where risks are identified the Management Committee seeks to take appropriate action and establish systems to mitigate the risks where necessary.

SECTION 8 - REVIEW OF ACTIVITIES AND DEVELOPMENTS

The Committee is pleased to report a good year, with groups and individual hirers continuing to use the Association's facilities. Hirings have continued well, despite some losses as reported last year due to the pandemic, and we have seen a huge demand for occasional hirings for celebrations, parties etc. with the bars doing extremely well. The massive rise in energy prices have, of course, taken their toll.

As we describe in Section 2, the Association's activities are managed by a number of sub-committees under the Management Committee. These, with support and guidance from the staff in the office, provide the powerhouse of the Association but particularly are the reason why this truly is a Community Association. The representation and contribution from a wide cross-section of Community Centre users demonstrate that we support a diverse range of activities in delivering a service sensitive to our users' needs. However, we do rely on participation and feedback from user groups to maintain this, and we are striving to encourage a greater participation in this to provide better management oversight of our operations.

We pay credit to our User Groups who continue to serve their members and, in particular, their own committees which keep them going.

TCA Promotions working party, under 'new management' have begun again to develop awareness of the Centre in the village of Titchfield and beyond with a new series of 'Bingo Afternoons'. These have proved very popular. We continue to attend and support the Remembrance Service, with our caretaker, Steve Schomberg laying the wreath on behalf of the Association this year. Many other village activities as mentioned in previous reports have still not recovered/restarted due to the pandemic.

The annual Titchfield Art & Craft Show in April was, again, a huge success and the Committee were again able to donate the tremendous sum of £6,500 to the Association, as well as other sums to local organisations. Our thanks go to the Committee and to our staff who helped make the event go so smoothly. Pauline Steel's Tea Dances continue to flourish, and as a result they raised £4,289 for the Association, and her Come Dancing monthly events raised £3,250.

We were able to install a new boiler for the Haven side of the building with help from Cllr Sara Pankhurst's Hampshire County Council Grant. We replaced the Scouts' and Garage kitchens with help from a bequest from Sepha Wood and a grant from Fareham Borough Council respectively.

The Hire Charges have been increased by 10% in line with inflation.

Titchfield Community Association

(Limited by Guarantee)

The Centre still suffers with the problem of being an old building with regard to electrical, plumbing and defects, but this is being ably managed by our Manager and Caretakers.

SECTION 9 – REVIEW OF FINANCIAL POSITION AND TRANSACTIONS

The Management Committee considers the financial position of TCA to be satisfactory. The Association's net assets of £108,787 recorded at 31 January 2023, are adequate to meet its obligations and support its aspirations. TCA recorded a deficit of £16,278 in the year to 31 January 2023. This was a sound and generally expected outcome, covering as it did a high level of planned refurbishment and maintenance.

The performance of TCA Enterprises Limited was outstandingly good, with a surplus of £14,096 generated in the year.

SECTION 10 – PEOPLE

Our Manager, Mary-Kate Smith, has continued to work extremely hard to do all the things we require from her! She has obtained several new bookings, whilst keeping the Centre running smoothly, managing the Staff and continuing to deal with a number of building and logistical challenges. She has been tremendously supported by our Administrative Officers, Sue Keenan, and Claire McGrath, Administrative Assistants Helen Osborn and Michelle Woodman and our caretakers Sally Parrant, who is also Maintenance Supervisor, Rod Steel and Steve Schomberg.

The Centre office activities vary considerably during the year and, as well as managing our front desk, user bookings and paying the bills, the office staff also act as first point of contact for Fareham Borough and Hampshire County Councils and, accordingly, all the necessary licensing and regulatory administration which appears to grow year on year.

My thanks go to the entire team.

The Chairman is supported by Vice-Chair, Sandi Jones and Treasurer, Peter Mills, and together we constitute the Executive of the Association. The Chairman wishes to record her thanks to Sandi and Peter for their support to her.

Peter Mills has continued in the role of Treasurer, providing valuable and sustained overview of the finances. As well as maintaining his role as Treasurer, he also plays a leading role in supervising the Oasis Youth Club, as well as the Bar Committee and his activities for other organisations. We are particularly fortunate in having Peter's steady and sensible financial overview which enable us to operate with confidence in these challenging economic times. Peter has also been our principal contact with Peninsula and has provided strong and sensible guidance in establishing and implementing ways forward.

Julian Gibbs remains as President of the Association.

We are most grateful for the support received from Fareham Borough and Hampshire County Councils and particularly to a number of the Borough Council's officers who have always been ready to provide immediate advice and help on request. These are often thanked in Management Meetings through Cllr. Tiffany Harper, our Borough Councillor representative, but an additional mention in the Annual Report is entirely appropriate.

Our Trustees continue to give their support, time and attention to the management and running of the Centre and sincere thanks are due to them. Our various sub-committees continue to ensure that the Association's business is smoothly managed. We proudly report that Ken Moore, Trustee and Lunch Club organiser was awarded the BEM in the recent Honours List.

Titchfield can rightly be proud of its Community Centre and Association but it is the people who make it what it is and long may it continue.

Titchfield Community Association

(Limited by Guarantee)

SECTION 11 – PUBLIC BENEFIT

Having due regard for the Charity Commission's published guidance on Public Benefit, the Association's Management Committee considered the objects of the Association and assessed how well these were met in terms of Public Benefit. The Management Committee concluded that it fully met its responsibilities with regard to providing Public Benefit which could be demonstrated as follows.

One of the primary objectives of the Association is to establish and maintain a Community Centre for the benefit of the local community. To this end, the Association leases two large buildings from Fareham Borough Council. The buildings comprise 11 individual rooms and communal service areas all of which are maintained by the Community Association in good order. These rooms are available for use by any member of the public as individuals, or as groups. And while it is necessary to charge for these rooms in order to raise sufficient funds to maintain the Community Centre, the Association ensures that all rooms are available at the lowest possible hourly rates; rooms are available from £5.25 per hour and are therefore accessible to all, regardless of personal financial circumstances. In certain instances, the Management Committee waives all fees. Some groups are granted discounts of up to 80%, where the Management Committee consider the objectives of the group are in accordance with those of the Association and where hire fees at the normal rate could leave the group disadvantaged. Examples of such groups are the Titchfield Lunch Club, who provide a weekly lunch for the elderly, the local Scout groups, the Pre-School and the Oasis Youth Club established as a result of local action groups working with the police to help give local young people a focus.

The main objective of the Association is to promote the benefit of the local inhabitants, and to improve their conditions of life, by associating them with the local authorities and other organisations to advance education and provide facilities in the interest of social welfare for recreation and leisure-time occupation. It can be seen from Appendix 2 that the programme offered by the Association is comprehensive and varied and fully meets this objective. Many of the groups have been meeting at the Community Centre for a great number of years demonstrating that there is an ongoing need for the services they provide. And although no reports are provided at Appendix 2, both the local authority, local training groups and the NHS regularly use the facilities for public consultations and other public services. It is estimated that over 3,000 people attend the Community Centre each week, including 48 regular groups.



A D Whyntie

Chairman

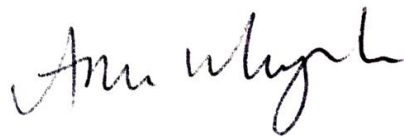
23 June 2023

ACCOUNTS

For the Year to 31 January 2023

FINANCES

The following financial statements show the current state of the Association's finances which the Committee of Management considers to be sound.



A D Whyntie
Chairman



P F Mills
Treasurer

Date: 23 June 2023
(Digital signatures)

**INCOME AND EXPENDITURE ACCOUNT
INCORPORATING A STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JANUARY 2023**

		2023	2022
<u>Unrestricted Funds</u>			
	Notes	£	£
Income from:			
Donations and Services	7	22,548	84,320
Charitable activities			
Hiring of facilities		160,770	101,485
Members' subscriptions		332	0
Other trading activities			
Commercial trading operations:			
TCA Enterprises Limited			
Gift aid donation	8	11,119	0
Investments			
Bank interest		237	87
Total		195,006	185,892
Expenditure on:			
Charitable activities			
Operation of a community centre:			
Rent of premises		3,630	3,630
Electricity		13,204	6,575
Gas		5,122	3,652
Water		4,484	4,089
Refuse disposal		944	425
Insurances and security		3,886	3,962
Caretaking and cleaning		52,119	42,871
Staff salaries and pensions		64,896	51,467
Maintenance and refurbishment		32,370	24,665
Maintenance of flat		3,311	1,669
VAT non-recoverable		0	5,930
Depreciation		1,625	1,716
Stationery, printing and publicity		1,018	752
Telephone		1,218	1,130
Licences and subscriptions		884	804
Advertising		68	568
Support costs	9	22,505	18,611
Total		211,284	172,516
Net (expenditure) / income		(16,278)	13,376
Reconciliation of funds:			
Total funds brought forward		125,065	111,689
Total funds carried forward		108,787	125,065

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

BALANCE SHEET AS AT 31 JANUARY 2023

		2023		2022	
	Notes	£	£	£	£
Fixed assets:					
Tangible fixed assets	3		3,004		4,246
Investment in subsidiary	3		<u>1</u>		<u>1</u>
			3,005		4,247
Current assets:					
Debtors	4	10,780		9,522	
Cash at bank					
- Deposit accounts		113,628		121,568	
- Current accounts		7,354		9,149	
Cash in hand		<u>1,350</u>		<u>1,350</u>	
		133,112		141,589	
Creditors: Amounts falling due within one year	5	<u>(27,330)</u>		<u>(20,771)</u>	
			105,782		120,818
Total net assets			<u>108,787</u>		<u>125,065</u>
The funds of the charity:					
Unrestricted funds	6		<u>108,787</u>		<u>125,065</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ('the Act') and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the members of the committee on and signed on their behalf by



Mrs A D Whyntie

Chairman

Company Registration Number 5372712

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2023

STATEMENT OF COMPLIANCE

These financial statements have been prepared in compliance with FRS102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

Titchfield Community Association is a public benefit entity, and company limited by guarantee, incorporated and domiciled in the United Kingdom.

Note 1 LEGAL STATUS AND OBJECTIVES OF TITCHFIELD COMMUNITY ASSOCIATION

Titchfield Community Association (TCA) is a company limited by guarantee and not having a share capital. It is run by a Committee of Management (the Committee), the members of which are directors and charity trustees respectively within the meaning of the Companies Act 2006 and the Charities Act 2011. Its members are the members of the Committee who have consented to act as company directors and have not resigned or been retired by rotation.

The objects of TCA are to encourage and provide facilities for promoting social welfare and recreation for the inhabitants of Titchfield and its area of benefit principally through the maintenance and management of a community centre.

Individual users of the Centre's facilities are known as patrons. Patrons are required to pay an annual subscription and are entitled to attend and vote at general meetings.

Note 2 ACCOUNTING POLICIES

(a) Accounting policies and standards

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Titchfield Community Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

(b) Basis of financial statements

The comparative figures cover the period from 1 February 2021 to 31 January 2022.

The financial statements of Titchfield Community Association include the assets and liabilities under the control of the Committee.

The accounting records of Affiliated Groups renting rooms or facilities at the community centre are not included in the financial statements.

(c) Income

The turnover shown in the Income and Expenditure account represents amounts receivable for goods and services provided during the year in the normal course of business, net of trade discounts, VAT and other sales and related taxes. All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

(d) Financial instruments

The Association only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2023

Note 2 ACCOUNTING POLICIES (cont.)

(e) Tangible fixed assets and depreciation

Individual fixed assets costing £1,000 or more are capitalised at cost. Tangible fixed assets, comprising fixtures, fittings and equipment, are depreciated over their useful economic lives to the Association using the following straight line rates:

Fittings	15% p.a.
Furniture, computers and equipment	25% p.a.
Minor electrical equipment	50% p.a.

(f) Value added tax

The Association is considered to be subject to the effect of VAT partial exemption and input tax is restricted as required.

(g) Taxation

TCA is a registered charity and, in the opinion of the Committee, is exempt from Corporation Tax on surpluses on financial activities in accordance with section 505 of the Income and Corporation Taxes Act 1988 and section 256 of the Taxation of Chargeable Gains Act 1992.

(h) Designated funds

Designated funds are created by internal decision of the Committee for setting aside the Association's unrestricted resources for particular purposes.

(i) Group accounts

In the opinion of the directors, the company and its subsidiary undertakings comprise a small group. The company has, therefore, taken advantage of the exemption provided by Section 398 of the Companies Act 2006 not to prepare group accounts.

(j) Going concern

The Board have a reasonable expectation that the Association has adequate resources to continue in operational existence for the foreseeable future. For this reason the Board continues to adopt the going concern basis of accounting in preparing the annual financial statements.

(k) Investment income

Investment income is recognised on a receivable basis.

(l) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

(m) Support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These costs have been allocated to expenditure on charitable activities.

(n) Cash at bank and in hand

Cash at bank and in hand comprises cash and short term highly liquid investments with a short maturity of three months or less.

(o) Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Depreciation and Residual Values

The Directors have reviewed the asset lives and associated residual values of all fixed asset classes and have concluded that asset lives and residual values are appropriate.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2023

Note 3 FIXED ASSETS

(a) Tangible fixed assets	2023	2022
	£	£
Cost brought forward at 1 February 2022	96,280	94,349
Additions	384	1,931
At 31 January 2023	<u>96,664</u>	<u>96,280</u>
Depreciation brought forward at 1 February 2022	92,034	90,318
Charge for year	1,625	1,716
At 31 January 2023	<u>93,659</u>	<u>92,034</u>
Net book value at 31 January 2023	<u>3,004</u>	<u>4,246</u>
Net book value at 31 January 2022	<u>4,246</u>	<u>4,041</u>

(b) Investment in subsidiary

The Company has a wholly owned subsidiary TCA Enterprises Limited incorporated in England and Wales, registration number 05452271.

	2023	2022
	£	£
Fixed asset investment (One ordinary share of £1)	<u>1</u>	<u>1</u>

Note 4 DEBTORS

	2023	2022
	£	£
Trade debtors	-	987
VAT	2,849	-
Amount owed by subsidiary undertaking	4,798	6,079
Prepayments	<u>3,133</u>	<u>2,456</u>
	<u>10,780</u>	<u>9,522</u>

Note 5 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Amounts received in advance from customers	7,371	8,134
Oasis Youth Club	6,884	4,431
Other creditors	3,365	4,962
Accruals	<u>9,710</u>	<u>3,244</u>
	<u>27,330</u>	<u>20,771</u>

Note 6 UNRESTRICTED FUNDS

	General Funds	Designated Funds	Total Funds
	£	£	£
Balance at 1 February 2022	123,277	1,787	125,064
Incoming resources	195,006	-	195,006
Outgoing resources	<u>(209,496)</u>	<u>(1,787)</u>	<u>(211,283)</u>
Balance at 31 January 2023	<u>108,787</u>	<u>-</u>	<u>108,787</u>

Analysis of net assets between funds:

	General Funds	Designated Funds	Total Funds
	£	£	£
Fixed assets	3,004	-	3,004
Fixed asset investment	1	-	1
Net current assets	<u>105,782</u>	<u>-</u>	<u>105,782</u>
	<u>108,787</u>	<u>-</u>	<u>108,787</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2023

Note 7 VOLUNTARY AND SERVICE INCOME

	2023	2022
	£	£
Donations from Tea Dances	4,289	1,882
Donation from Come Dancing	3,250	1,280
Art show	6,500	5,995
Veolia Grant	-	11,000
Legacy from Sepha Wood	-	5,000
Furlough Grants	-	23,686
Government Grants	-	33,611
FBC Grant	3,845	-
Donations from Hirers	-	320
Services	3,464	1,005
Sundries	1,200	541
	<u>22,548</u>	<u>84,320</u>

Note 8 INCOME FROM COMMERCIAL TRADING OPERATIONS

TCA Enterprises Limited operates the trading activities of the Company. A summary of its trading activities is shown below.

Profit and loss account	2023	2022
	£	£
Turnover	33,273	6,475
Cost of sales	<u>(9,647)</u>	<u>(2,670)</u>
Gross profit	23,626	3,805
Administrative expenses	<u>(9,530)</u>	<u>(4,787)</u>
Operating profit	14,096	(982)
Gift Aid Donation to Titchfield Community Association	11,119	-
Net profit before tax	<u>2,977</u>	<u>(982)</u>

Note 9 SUPPORT COSTS

	2023	2022
	£	£
<i>Operation of the community centre</i>		
Independent examiners' fees	1,679	1,684
Peninsula Consultancy	1,381	1,467
Legal fees/Website	26	26
Salary cost	10,000	10,000
Computer consumables, renewals and software	2,451	1,526
Coffee Machine	1,734	1,852
Miscellaneous	<u>5,234</u>	<u>2,056</u>
	<u>22,505</u>	<u>18,611</u>

Note 10 EMPLOYEE COSTS

	2023	2022
	£	£
Salaries	73,567	60,558
Wages	30,369	25,082
Social security	<u>55</u>	<u>111</u>
	<u>103,991</u>	<u>85,751</u>

No employee received emoluments of more than £50,000 per annum.

The average number of employees during the year is as follows:

	2023	2022
Management and Administration	12	11
Other	<u>3</u>	<u>2</u>
	<u>15</u>	<u>13</u>

No members of the Committee, nor any person connected with them, has received or is due to receive any remuneration or reimbursement of expenses for the year, either directly or indirectly from the Charity's funds.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2023**

Note 11 OPERATING LEASES

At the end of the financial year the Company had future minimum lease payments under non-cancellable operating leases as follows:

	Land & Buildings	Other	Total
	£	£	£
Amounts due within one year	4,800	-	4,800

The Community Centre is a leasehold property on a 30 year lease from Fareham Borough Council. The current lease was renewed on 1 April 1991 for a further term of 30 years. The annual rent is reviewed every 5 years. The lease is being renegotiated. In the event of the Company winding up, the rental commitment is limited to the extent of the Company's net assets at that time.

Note 12 RELATED PARTY TRANSACTIONS

At 31 January 2023, TCA Enterprises Limited paid Titchfield Community Association £11,119 by Gift Aid.

At 31 January 2023, TCA Enterprises Limited owed Titchfield Community Association £4,798 (2022 - £6,079).

Since TCA Enterprises Limited has no bank account, all the transactions of the subsidiary are recorded by the Company as agent for TCA Enterprises Limited.

Note 13 CONTINGENT LIABILITY

Under a VAT group registration arrangement, the Association is contingently responsible for the VAT liability of TCA Enterprises Limited in the event of non-payment. TCA Enterprises Limited is similarly liable for VAT payable by the Association.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF TITCHFIELD COMMUNITY ASSOCIATION

I report to the charity Trustees on my examination of the accounts of Titchfield Community Association ('the Association') for the year ended 31 January 2023.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the Association (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 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 giving me cause to believe:

1. accounting records were not kept in respect of the Association as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.

This report is made solely to the Charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity trustees as a body, for my work or this report.

DocuSigned by:

634F24DE92A4471...
Janice Matthews FCA
Independent examiner
MENZIES LLP
Chartered Accountants
23-Jun-2023
Dated

Centrum House
36 Station Road
Egham
TW20 9LF

APPENDIX 2

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APPENDIX 2

C J DANCING

No. in group	20	No. of meetings	80
Objectives	To teach Ballroom and Latin American dancing to children & adults in a friendly and social environment within the local community		
Achievements	The group have held 2 medal tests with a 100% pass rate. The group have also held a number of social dances, and have run 3 major dance competitions across the UK		
Plan for 2023	To keep increasing the interest and numbers of people in Ballroom dancing		

COME DANCING

No. in group	60-70	No. of meetings	13
Objectives	To raise money for the Community Centre and give people a good Saturday night with live music. Linked with weekly Tea Dance group.		
Achievements	Our numbers could be better, so we are increasing our advertising but I'm delighted to say we raised £3250 this year for TCA		
Plan for 2023	To continue holding our normal Saturday evening dances, and have fun doing so		

COTTON ON SEWING

No. in group	6	No. of meetings	39
Objectives	Bring along your sewing machine and receive guidance throughout and improve your sewing skills at the same time. Encouraging members to not only sew all the projects but to further develop their skills and make sustainable choices. Also trying to develop a community group and to do more charity work to benefit the local area and further afield.		
Achievements	This year the group has managed to meet without interruption. Some new members joined and some left and for the first part of the year there was a full class. The group has been affected by the cost of living crisis and the knock-on effect of this is that there has been a reduction in numbers. With this in mind, I have radically reduced the contribution towards the group. For me it's more important to keep the group going because it's so good for our mental health.		
Plan for 2023	To carry on as we are. It would be great if we had more members but for time being we are happy to be attending and supporting each other during these difficult times.		

CREATION STATION

No. in group	5-10	No. of meetings	36
Objectives	To help children develop their creativity skills by using their imagination and a wide range of art resources		
Achievements	2022 was a very up and down year in terms of numbers – our Little Explorer sessions have averaged around 5 – ideally this would be a little higher. We launched a new Baby Discover session in June 2022, which was really popular initially but the numbers really dropped by Christmas so we ended up cancelling these sessions		
Plan for 2023	This year we are going to continue focusing on increasing the regular numbers within our class, aiming to have 10 children regularly each week		

APPENDIX 2

DEBUT DANCE ACADEMY

No. in group	30-40	No. of meetings	40
Objectives	To teach dance and drama to children within the community		
Achievements	• Growing as an academy and branching into local schools • Putting on our very first Summer Show • Performing in local fetes and school fayres • Nominated for 'Best Children's Activity Club' in the Little Ankle Biter Awards • Grew our team of staff from 2 to 4		
Plan for 2023	• Continue to grow in numbers across the school • Introduce after-school clubs in more schools • Establish Debut Dance Parties • Put on another successful Summer Show • To hold 3 Holiday Clubs per school year and host teachers from the West End stage		

DENEWULF DISTRICT SCOUTS

No. in group	50	No. of meetings	8
Objectives	We are a Scout District offering membership of The Scout Association (TSA) in the UK. Our young people are aged 4 to 25 years. As TSA members we follow their National Programme for Young People, enabling them to learn "skills for life" through adventurous activities and badge work		
Achievements	Our numbers of volunteers and young people has markedly increased since the easing of lockdowns due to Coronavirus		
Plan for 2023	To continue to grow our membership, and have more young people complete the highest level awards		

EXPRESS DANCE ACADEMY

No. in group	55-70	No. of meetings	280
Objectives	To teach dance and acro to all ages in a variety of styles including lyrical, freestyle and street dance		
Achievements	• Nominated for best dance show in South East Entertainment AWARDS • Over 250 placements at Southern competitions • Performances for Christmas fetes and light switch on events		
Plan for 2023	• We have already qualified for Nationals • Competing at championships at Sparkle, Disco Kid Folkstone • To compete in Spain in May		

APPENDIX 2

FAREHAM AND GOSPORT HOME EDUCATION GROUP (FAREGOS)

No. in group	100 (plus exam candidates)	No. of meetings	170 (plus exam sessions)
Objectives	Our aim is to provide educational opportunities and support for children and young adults, and to support parents of families who are educating their children at home. The objectives of the group are • To encourage home educated children and young people to participate in a wide range of educational activities appropriate to their age and ability • To assist parents in the education of children and young people • To promote the welfare and safety of young people at all times		
Achievements	Titchfield Community Association (TCA) has enabled us through 2022 to continue the support and education of many students through lessons and examinations. TCA have been incredibly supportive of our group, and appreciate fully the huge importance of this work in enabling so many students to learn and to take their exams. We hope to continue providing lessons and exams to our students, supporting them and their families with their education with the continued support and cooperation of TCA.		
Plan for 2023	We hope to continue providing lessons and exams to our students, supporting them and their families with their education with the continued support and cooperation of TCA.		

FAREHAM BEEKEEPERS ASSOCIATION

No. in group	22	No. of meetings	6
Objectives	To offer the public an 'Introduction to Bees and Beekeeping' course. The course is based on the British Beekeepers' Association (BBKA) Basic Assessment syllabus. The course comprises 10 sessions: 6 classroom evening sessions at Titchfield Community Centre and 4 practical daytime sessions at Manor Farm Country Park where FDBKA have a training apiary.		
Achievements	Last year's intake and this current year have moved back into the classroom rather than Zoom sessions. These prove to be more interactive and rewarding for the student. Again we have been over-subscribed which is a continuing sign that beekeeping remains a popular pursuit and we have an in-demand course.		
Plan for 2023	Plan for year: Continue with the current classes which conclude in March before the start of the active beekeeping season. Already planning for the 2024 intake by booking rooms for next year.		

FAREHAM FLOWER CLUB

No. in group	10-12	No. of meetings	10
Objectives	To teach the art of flower arranging to a mixed ability group with the aim of giving them confidence from just using basic techniques to proceeding their skills to the competition bench if required. Encourage them to join a National Flower Arranging Society Club and join in the various activities planned. Also to participate in community led projects.		
Achievements	Some of our past students have entered the following events with some success • The New Forest Show • Romsey Show		

APPENDIX 2

- Fareham Flower Club annual competitions
- Titchfield Gardeners competition
- Titchfield Flower Festival in St Peter's Church

Some students have now left us to go onto other crafts, but some have stayed to improve their skills for a further term

Plan for 2023 To continue in basically the same vein but this year we have a national competition that we have entered but to date we have not heard if our application has been successful. We have further competitions planned. Various activities are planned in the community. We will be covering new ground and hopefully have many more people join us. If we get too many members we will split the group again and have 2 evenings a month at the Community Centre.

FAREHAM VANNES TWINNING ASSOCIATION FRENCH CONVERSATION

No. in group	15	No. of meetings	22
Objectives	To facilitate confidence in speaking French, foster an interest in France and encourage participation in Twinning Association visits with Vannes		
Achievements	Members of the group continued to enjoy discussions in French on a wide variety of topics, and hosted visitors from Vannes during their Twinning Visit in June		
Plan for 2023	The group will continue to meet twice a month at the Community Centre. Members of the group hope to participate in the proposed Twinning visit to Vannes in June 2023		

HATHA YOGA

No. in group	14	No. of meetings	2 per week
Objectives	To improve client's health and wellbeing through the practice of traditional Hatha yoga. Providing structured classes incorporating asana postures and flow, breath work and meditation.		
Achievements	Provided progressive, structured, and fun classes enabling clients to improve their health and wellbeing. Increased class sizes Incorporated aspects of Pilates and primal movement		
Plan for 2023	<i>Post submission note: instructor leaves the UK in February to explore the globe. Actively seeking a replacement class/instructor</i>		

JIGSAW PRESCHOOL

No. in group	26	No. of meetings	5 days per week 39 weeks per year (term time)
Objectives	• To provide the local community with a childcare service in a friendly environment that is safe, secure, welcoming, caring, stimulating and affordable • To enhance the development and education of children through play, whilst promoting self-confidence and self-esteem • To treat every child and parent/carer as an individual and provide a service that ensures equality, diversity, and a sense of value • To work in partnership with parents/carers and offer a flexibility which offers each family's individual needs to be met		

APPENDIX 2

Achievements	We maintain a safe, secure, nurturing environment for the children.
Plan for 2023	Our plan for the year is to continue registering new children to the preschool whilst offering safe childcare and education. <i>Post submission note: at the time of writing this Annual Report the pre-school is closed and its future is uncertain</i>

JIVEASY / DANCE YOURSELF DIZZY

No. in group	30-100	No. of meetings	48
Objectives	Jiveasy is a local dance company teaching Modern Jive (also known as Leroc) to adults – an easy to learn, fun, social dance. We use the fabulous dance floor in the Main Hall at the Centre every Tuesday evening, and Fridays once a month or so for social dances which are very popular with both our pupils and travelling dancers from elsewhere. Our aim is to offer social partner dancing in a safe environment to familiar upbeat music from the last 40 years or so that you would regularly hear on the radio.		
Achievements	We introduced a new teacher, Danny Foyle from Dance Yourself Dizzy in April 2022. Danny has brought new life to our evenings. We've also had a good influx of beginners this January 2023		
Plan for 2023	To maintain and build numbers for our weekly class nights To encourage more locals to take up dancing – a great way to socialise, keep fit and have fun! It's great for mental as well as physical health! Please see our website www.jiveasy.com for more information		

LINDY CLUB / SUGARPUSH TEA DANCE

No. in group	15-30 in classes 20-40 in workshops 80-100 at dances 100-150 at events	No. of meetings	Weekly classes 3 full weekend workshops 5 SugarPush dances Approx 5 day workshops
Objectives	To provide high standard Lindy Hop classes and social dances for the local Lindy Hop scene and to keep increasing the community. We provide a social environment for people to meet and learn a new skill, whilst keeping everyone physically and mentally active too.		
Achievements	We have revived the local Lindy Hop community again, both locally and for dancers travelling to us from further afield, by facilitating as many classes, dances and workshops we possibly can		
Plan for 2023	To keep welcoming more newcomers to the dance to keep growing the local scene. We also strive to keep the existing dancers inspired by running high level workshops and lots of social dances.		

OASIS YOUTH CLUB

No. in group	24	No. of meetings	100
Objectives	To provide a safe and supportive environment for young people aged 10 to 18 years, promoting opportunities for learning and development.		

APPENDIX 2

Achievements	With the Covid constraints lifted, Oasis was able to run for two evenings a week throughout the year. The older group (Thursdays) was small in number, but the Youth Leaders were able to give valuable support to these young people in their early years after leaving school. The much larger younger group (Tuesdays) took full advantage of a wide range of creative and sporting activities, using the facilities of both the Oasis room and the Scout Hall.
Plan for 2023	Unfortunately, financial constraints may limit Oasis to opening on one evening a week instead of two for at least part of the year. It is intended to pursue additional funding opportunities, in the hope of overcoming this limitation.

SCAN N CUTTER CRAFT GROUP

No. in group	12-18	No. of meetings	6-8
Objectives	To enable regular crafting get togethers for like-minded people who enjoy crafting together, encouraging others and sharing their knowledge & skills particularly in the use of electric cutting machines		
Achievements	Although unfortunately the group is not as busy as pre-Covid times, it continues to meet regularly. We have some new members and everyone looks forward to the meetings and continues to share their work and their skills with each other		
Plan for 2023	We plan to grow the group by continuing to encourage new members to join us		

TAI CHI

No. in group	15	No. of meetings	Weekly
Objectives	To offer glow gentle exercise through Tai Chi to enhance general health and well-being. The system offers fascinating insights into human mobility and mental focus. These observations and mode of movement usually remain completely unexplored through one's entire life. We use slow mindful meditative movements to educate the body and mind.....a worthwhile challenge		
Achievements	This year has seen an influx of new members wishing to learn and improve general condition. Significant progression has been seen in all classes. Many are surprised at the focus required to move simply, but are now enjoying the benefits. Many practitioners have noticed great improvements, including alleviated back pain, greatly improved posture, and overall improvement in mobility. We held a huge Tai Chi event bringing together practitioners from all over the region, as well as demonstrating at the Royal Maritime Museum in Greenwich		
Plan for 2023	The plan is to continue educating the body and mind through this proven system. To learn more of the art, and to progress each week. New weekend workshops have already started, as well as plans for more regional Tai Chi gatherings in the near future		

TEA DANCE

No. in group	40	No. of meetings	50
Objectives	To provide the local Community with an opportunity to dance whilst raising money for the Community Centre. To give as many people as possible a lot of enjoyment, the chance to have a chat over a cup of tea and, of course, to dance. Linked to the Come Dancing monthly group.		
Achievements	I am pleased to report that the weekly Tuesday afternoon Tea Dances are going very well, raising almost £4300 this year		

APPENDIX 2

Plan for 2023 I plan to keep going, and raising funds for the Centre

THE ART SOCIETY (SOLENT)

No. in group 220 **No. of meetings** 11

Objectives We are a local branch of the Arts Society, a leading arts education charity whose belief is that the arts have the potential to enrich peoples' lives. We aim to promote the enjoyment and appreciation of the arts by holding monthly lectures on a wide variety of topics related to the arts. Our accredited Lecturers are specialists in their field and accomplished speakers. Day and overnight visits are organised to places of interest. We support art in local schools with funding for special projects. We volunteer in the conservation of historic books and in church recording. Social events are held twice a year.

Achievements Our membership numbers are increasing again, having dipped after covid. Currently approximately 120 people attend our monthly lectures in the main hall. We have had 2 excellent trips recently to Sandhurst and to Blenheim Palace with personal guided tours.

Plan for 2023 We have another visited planned in May to Compton Acres Gardens followed by a cruise around Poole harbour in a vintage motor yacht. This is the 40th year since our group was founded and we plan to hold a celebration lunch in the summer.

TITCHFIELD ABBEY WI

No. in group 63 **No. of meetings** 11

Objectives To uphold the objectives of the WI to inspire women in gaining knowledge, experience and skills

Achievements We met on the second Tuesday of each month at Titchfield Community Centre in the Main Hall. Most months we had a speaker invited to the meeting which covered a variety of topics. We also had activities such as book club, garden club, craft and patchwork as well as outings and theatre trips. Visitors and new members were welcomed

Plan for 2023 We aim to continue to inform, educate and entertain our members with monthly speakers. Also to entertain our members with monthly speakers and the activities of groups within Titchfield Abbey WI. We will continue to support the international aims of the Associated Countrywomen of the World, and we also support the Fareham Women's Refuge.

TITCHFIELD ART & CRAFT SHOW

No. in group 8 **No. of meetings** 6
Plus one 3-day event

Objectives Same
To put on a regular community event

Achievements The annual show was held from 22-24 April 2022 and attracted around 1,000 visitors. We kicked off with the Preview Evening which was well attended with many sales taking place during the course of the evening. Over the weekend we had artists demonstrating their craft and Titchfield Country Market provided refreshments. The Mill Suite was home to many local crafters, who put on a wonderful display and enjoyed many sales. Following the event, we were delighted to make a donation of £6,500 to the community centre and a number of smaller donations to other local charities.

APPENDIX 2

Plan for 2023 The next show is planned for the 22-23 April 2023.

TITCHFIELD AUCTIONS

No. in group	100	No. of meetings	50
Objectives	We run a weekly auction selling all sorts of antiques and household effects. Open for buying and selling to the general public.		
Achievements	Made it through the Covid pandemic and now trying to navigate through the financial difficulties.		
Plan for 2023	Hopefully to continue trading and provide a good service		

TITCHFIELD BOWLING CLUB (TBC)

No. in group	56	No. of meetings	24
Objectives	• To play indoor short-mat bowls • To maintain companionship and continuity of association between the members of TBC over the winter months when outdoor bowling cannot be played • The general objectives of the Club are to unite its members in a common bond of friendship, sportsmanship and mutual help • To enter friendly competition with fellow members • To provide a social setting for members to forge friendships and to gain companionship • Fully acknowledging the 'third age' demographic of its members, part of the Club's focus is to preserve an interest in the general well-being of its members • To maintain a welcoming and friendly environment • To be an asset to the Titchfield Village community and its environment		
Achievements	• The club has sustained its viability in 2022 and has attracted several new members, albeit that this counterbalances the loss of members who have sadly passed away during the year • The TBC continues to enjoy a good reputation within Titchfield Village for the amenity that it offers		
Plan for 2023	• TBC will complete its indoor season at the end of March 2023 • TBC will return indoors to the Community Centre to play short-mat bowls over the winter months commencing September 2023 • TBC will begin the summer season of outdoor bowling at their site in Bridge Street, Titchfield from 1st April until September 2023 • TBC will continue to try and attract new members throughout the year. TBC will be celebrating its 100th anniversary in 2023		

APPENDIX 2

TITCHFIELD BRIDGE CLUB

No. in group	60	No. of meetings	95
Objectives	Provide duplicate bridge games for locals and visitors		
Achievements	Played twice a week all year		
Plan for 2023	We plan to play twice a week throughout the year		

TITCHFIELD HISTORY SOCIETY

No. in group	80	No. of meetings	9
Objectives	- To study and research the history of the original and existing parish of Titchfield - To prepare and publish books and papers relating to the history of the parish - At the discretion of the Committee, to study matters of wider historical interest - In pursuit of these aims, to hold meetings, outings, exhibitions and other activities		
Achievements	The Society held 9 regular meetings attracting high attendances. The Society produced its first 9 pamphlets under the title "The Titchfield Papers". Our new website has been introduced and its development continues		
Plan for 2023	The society will continue with its regular meetings and will produce further pamphlets under the title "The Titchfield Papers"		

TITCHFIELD LUNCH CLUB

No. in group	35	No. of meetings	50
Objectives	Lunch clubs are aimed at older people, providing a regular meeting place to enjoy a good quality meal at a very reasonable cost. We aim to provide companionship and a vital social hub for the over 60s in the community.		
Achievements	2022 has been a year that has given all our members joy and comfort in each other's company. Our membership has blossomed, and we now have a waiting list. All our volunteer helpers are as giving as ever. With the support of Titchfield Community Association's office team and our friends at Zurich Life, we have experienced a trouble free year. 2023 started with a bang - Kenneth Moore was awarded a BEM in the New Year's Honours List 2023 for services to the communities in Titchfield and Warsash		
Plan for 2023	To continue to provide joy, companionship and weekly lunches for the community		

TITCHFIELD 1ST SEA SCOUTS

No. in group	59	No. of meetings	3 per week in term time
Objectives	We follow the national programme of the Scout Association, equipping young people with "skills for life" through outdoor activities.		
Achievements	Several of our young people have achieved RYA certificates for sailing. Our young people are also working towards some of the Scout Associations top awards.		
Plan for 2023	To hold a summer camp and continue with the work mentioned above. Also to undertake our usual kayaking and canoeing in the summer months.		

APPENDIX 2

SING NOW CHOIR

No. in group	100	No. of meetings	48
Objectives	We launched back in 2015 with the slogan “Singing is for everyone” and we’re proud to say, it still remains to this day. We are truly inclusive and welcome everyone, without auditioning and regardless of their singing history		
Achievements	Reached capacity of 100 members in our Fareham choir, we are now operating a waiting list		
Plan for 2023	To continue to offer weekly rehearsals and perform in the community		

SOLENT STITCHERS

No. in group	55	No. of meetings	22
Objectives	To promote patchwork, quilting and all kinds of sewing and textile work.		
Achievements	At our fortnightly meetings in the Village Hall we share skills and techniques. During the last year, members produced dozens of patchwork quilts for charity. We also held a Quilt Show to help raise funds for the re-roofing of the Village Hall.		
Plan for 2023	To extend our skills via workshops and demonstrations from members and work towards a larger Quilt Show, hopefully at the Community Centre in 2024.		

STUBBINGTON GREEN RUNNERS

No. in group	450 members, 100 committee members	No. of meetings	12 committee meetings plus an annual awards night and any additional ad-hoc meetings/training sessions/social events
Objectives	The objects of the Club are for the public benefit general but with particular reference to the inhabitants of Stubbington and its surrounding areas - to promote community participation in healthy recreation by providing (a) facilities for runners capable of improving fitness and health and (b) coaching, competition and other services to support these activities - to provide and assist in the provision of facilities for sport, recreation and other leisure time occupation of such persons who have need for such facilities by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving their conditions of life		
Achievements	N/A		
Plan for 2023	To continue with the objectives noted above, ensuring that everyone is treated equally, regardless of their age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status		

U3A COMMITTEE

No. in group	12	No. of meetings	8
Objectives	To meet as the Committee of Solent U3A in order to facilitate the smooth running of our U3A group		

APPENDIX 2

Achievements As a charity organisation providing social and educational opportunities for the older age group, we met as a Committee to organise events for our U3A group, review policies and investigate innovations that might be of use to Solent U3A. We continued to oversee the day-to-day running of the group

Plan for 2023 We plan to continue meeting at Titchfield Community Centre for the reasons listed above in 2023/24

WEDNESDAY MORNING BRIDGE

No. in group 32 **No. of meetings** 51

Objectives To play duplicate Bridge in a friendly atmosphere

Achievements Growth in number of players and maintaining a happy vibe

Plan for 2023 More biscuits!

ZUMBA

No. in group 10+ **No. of meetings** Twice per week

Objectives Fitness and fun

Achievements Good health, friendship and good balance

Plan for 2023 Keep improving number of people attending

83 PILATES

No. in group 15 **No. of meetings** 2 per week in term time

Objectives These Pilates sessions are aimed at strengthening the body with emphasis on core strength to prevent injury and improve general fitness and wellbeing

Achievements The class numbers have increased from 11 overall to 20 overall with the group now split into 2 sessions. We are a friendly group encouraging a welcoming atmosphere.

Plan for 2023 Maintain the current numbers and atmosphere.

Accounts

Titchfield Community Association

(Limited by Guarantee)

Company Registration 5372712

Charity Registration 1109062



Report of the Committee of Management and Financial Statements

For the Year Ended

31 January 2022

Titchfield Community Association
(Limited by Guarantee)

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Titchfield Community Association

(Limited by Guarantee)

COMPANY INFORMATION

Registered Name	Titchfield Community Association
Legal Status	Charitable Company Limited by Guarantee
Charity Registration	1109062
Company Registration	5372712
Registered Office	Mill Street, Titchfield, Fareham, Hampshire, PO14 4AB
Telephone	01329 842 933
Email	manager@titchfieldcommunitycentre.org.uk
Website	www.titchfieldcommunitycentre.org.uk

COMMITTEE OF MANAGEMENT / COMPANY MEMBERS

Role	Name (Sub-Committee Member)	Date Appointed
President (Hon)	Mr D J L Gibbs (3) (5)	[26/07/05]
Treasurer	Dr P F Mills (2) (3) (6)	[03/09/07]
Chairman	Mrs A D Whyntie (1) (2) (3) (4)	[31/03/14]
Vice-Chairman	Ms S Jones (1) (6)	[17/08/12]

Other Elected Members [Date of Appointment as Director] :

Mr N P Girdler (4)	[31/07/17]	Mr M J Pearce	[04/07/14]
Mrs S J Knight (6)	[09/02/10]	Mrs T A Short	[26/07/05]
Mr K Moore (6)	[15/06/11]	Mrs P A Steel (1)	[26/07/05]

The Committee of Management and Officers are appointed, or re-appointed, annually at the Association's Annual General Meeting (AGM), held in March, by means of a vote of Members of the Association.

The Association's various sub-committees are elected annually at the first Management Committee meeting following the AGM. The Association also has a wholly-owned subsidiary company, TCA Enterprises Ltd, of which it is one of the two Directors. Membership of the sub-committees and of the TCA Enterprises Ltd Management Committee are indicated above as follows:

- | | |
|------------------------------------|---|
| (1) House Management Sub-Committee | (4) Insurance Review Sub-Committee |
| (2) Charges Sub-Committee | (5) Health & Safety Sub-Committee |
| (3) Policy Sub-Committee | (6) Members of TCA Enterprises Ltd Management Committee |

Titchfield Community Association

(Limited by Guarantee)

EXTERNAL PROFESSIONAL BODIES

Holding Trustees	Official Custodian for Charities	
Bankers	The Co-operative Bank Olympic House 6 Olympic Court Salford M5 2QP	
Solicitors	Warner Goodman LLP Portland Chambers 66 West Street FAREHAM Hampshire PO16 OJR	
Independent Examiner	JANICE MATTHEWS LLP Menzies LLP Centrum House 36 Station Road Egham TW20 9LF	
Insurers	Brokers Club Insure Ltd Romero House 8 Airport West Lancaster Way Yeadon, Leeds LS19 7ZA	Insurers Ecclesiastical Insurance Group Beaufort House Brunswick Road Gloucester GL1 1JZ
Assisted By	Hampshire County Council Mottisfont Court High Street Winchester Hampshire SO23 8DZ	Fareham Borough Council Civic Offices Civic Way Fareham PO16 7AZ

Report of the Committee of Management

Year Ended 31 January 2022

The Committee of Management has pleasure in submitting its report and the financial statements of Titchfield Community Association (TCA or the Company) for the year ended 31st January 2022.

SECTION 1 - CONSTITUTION AND GOVERNING DOCUMENT

TCA is incorporated as a company limited by guarantee, not having a share capital, and is a charity registered under the Charities Act 2011.

The Memorandum and Articles of Association require that TCA be managed by a Committee of Management (Management Committee) the members of which are directors and managing trustees respectively within the meaning of the Companies Act 2006 and the Charities Act 2011. TCA's registration details, Company Members, Committee Officers and members, Sub-Committee members and professional advisers are detailed on pages iii and iv.

Committee Members are appointed or re-appointed each year at the Company's Annual General Meeting by ballot of TCA's patrons and members of Affiliated Groups. Patrons are individuals over 18 years of age who have paid the appropriate TCA subscription or have been awarded Life Membership for exceptional service to the Association. Each Affiliate Group has one representative and, as such, that person is eligible for Membership and to be elected to the Management Committee.

The Company is operated through a Board of Directors, the Officers (Chairman, Vice-Chairman and Treasurer) of which have regular contact with the Centre Manager who is a paid employee. The Board meets not less than quarterly. Minor and routine operating decisions are made by the Officers and reported on at the next Board meeting. Major operating decisions are made by a simple majority of a quorate Board. Fundamental operating and constitutional matters are decided by a simple majority of a quorate General Meeting.

SECTION 2 – ORGANISATION

The Management Committee comprises Honorary Officers and the following: representatives of Affiliated Groups; Trading Subsidiary Management Committee; Fareham Borough Council; and Patrons of the Association. While the Management Committee retains overall responsibility for the Association, it delegates certain aspects of its day-to-day management to five sub-committees and to paid employees. All sub-committees and the Centre Manager report to the Management Committee as shown in the following organisation chart. The Management Committee meets at least four times each year. All decisions are made by a simple majority at a quorate committee meeting.

The **House Management Sub-Committee** is responsible for exercising management control over the maintenance of buildings and contents and services relating to them.

The Association offers an occasional bar as part of its ancillary services. This facility is managed by the Association's wholly-owned subsidiary company, TCA Enterprises Ltd, of which the Association is one of the two Directors. The **TCA Enterprises Ltd Management Committee** is staffed from Members of the Association.

The **Policy Sub-Committee** is responsible for reviewing Association policy and ensuring that it is adequately recorded, listed and regularly reviewed. All revisions/additions to Association policy require authorisation by the Management Committee.

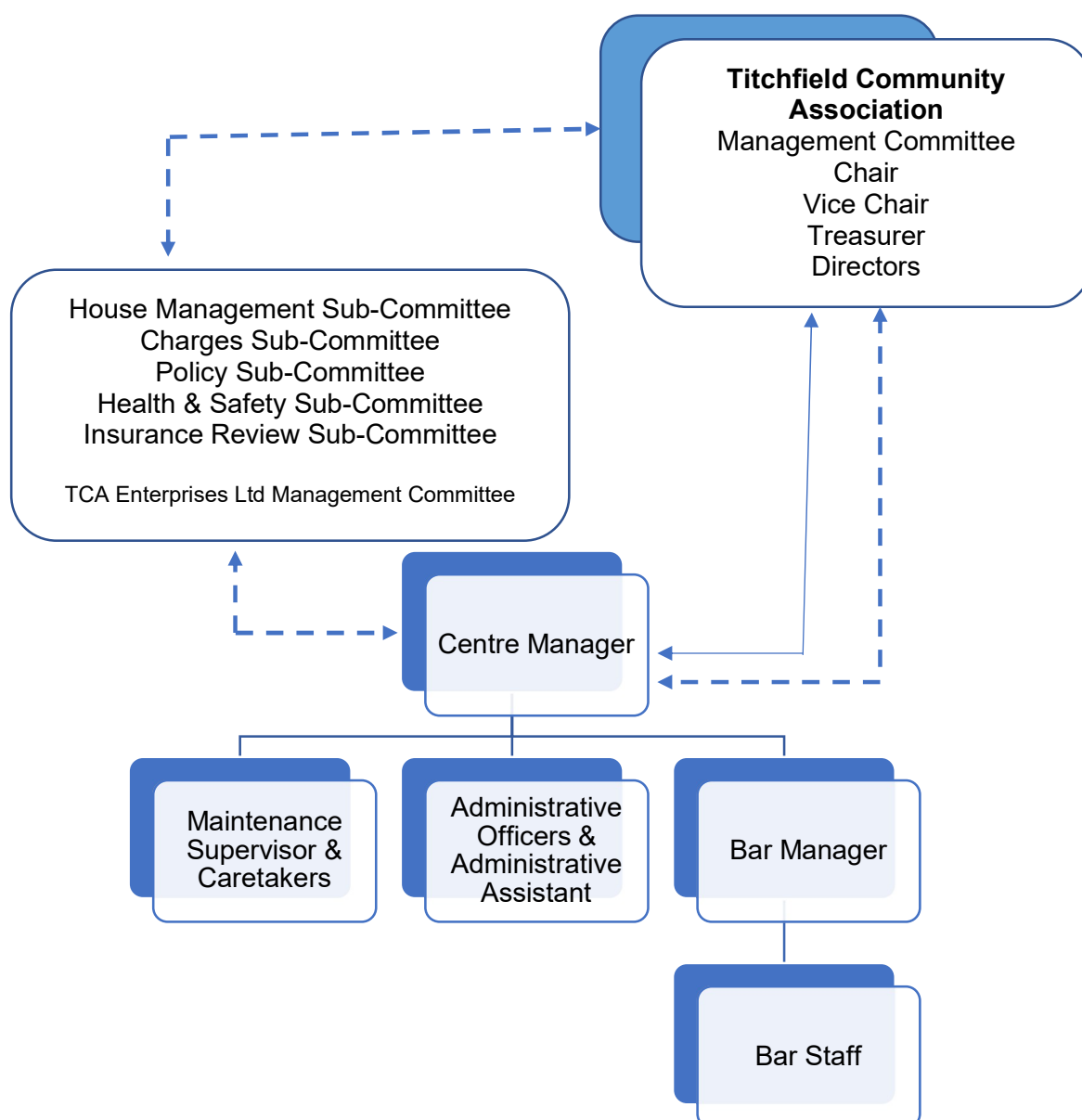
The **Charges Sub-Committee** is responsible for monitoring and evaluating the efficacy of the Association's charging policy. All revisions/additions to the Association's charging policy require authorisation by the Management Committee.

The **Insurance Review Sub-Committee** is responsible for ensuring the Association's employees, business, public liability and property are adequately protected by insurance.

The **Health & Safety Sub-Committee** is responsible for developing, reviewing, recording and implementing the Association's Health & Safety policy. It is also responsible for all aspects of risk assessment.

The Community Association benefits greatly from the efforts of the many **volunteers** whose services and support allow valuable funds to be used where most needed and hire rates to be set at levels affordable by all.

The Association employs one part-time Centre Manager, 2 part-time Administrative Officers, a part time Administrative Assistant, 2 part-time Caretakers, a Caretaker/Maintenance Supervisor, a part-time Bar Manager and a number of casual bar staff. The Centre Manager is employed to manage the Community Centre and to act as liaison between the various committees and the Management Committee. The Administrative Officers and Assistant, Caretakers and bar staff, report directly to the Centre Manager.



SECTION 3 – PRINCIPAL ACTIVITIES

The Company's principal activity is the maintenance and management of a Community Centre. It has a wholly-owned trading subsidiary which principally assumes responsibility for the 3 function bars on the Company's premises.

SECTION 4 – THE COMMITTEE OF MANAGEMENT

Membership of the Management Committee is as listed at page iii. Any changes to the Management Committee during the period covered by this report were as listed below:

Mrs T A Short resigned as a Director on 29 September 2021.

SECTION 5 – RESPONSIBILITIES OF THE COMMITTEE OF MANAGEMENT

The Management Committee is responsible for preparing the Annual Report of the company and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Management Committee to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Management Committee is required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charity SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The Members of the Management Committee are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SECTION 6 – RELATED ORGANISATION

TCA Enterprises Ltd is the Company's wholly owned trading subsidiary (the Trading Company) that manages the bars activities on TCA's premises.

TCA is one of 2 shareholders and one of the two directors of the Trading Company. Charges for transactions between the two organisations are made at amounts that, in the opinion of the Management

Committee, equate to a fair market value. The Trading Company donates its corporation tax adjusted profits under the Gift Aid arrangements each year to the Company.

SECTION 7 – OBJECTS, POWERS AND POLICIES

OBJECTS

The objects for which the Charitable Company is established are:

- To promote the benefit of the inhabitants of Titchfield and district and that part of the Borough of Fareham, West of the A32 and Newgate Lane, together with the Electoral District of Curbridge 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 objects of improving the conditions of life for the said inhabitants.
- To establish or secure the establishment of a Community Centre and to maintain and manage the same, or to co-operate with any local statutory authority in the maintenance and management of such a Centre, for activities promoted by the Company in furtherance of the above objects.
- To promote such other charitable purposes as may from time to time be determined and that in the attainment of the said objects the Company shall be non-party in politics and non-sectarian in religion.

POWERS

TCA is permitted, by its Memorandum and Articles of Association, to engage in any lawful activity as shall further its charitable objects and may invest money not immediately required for its objects in such investments, securities or property as it thinks fit.

POLICIES FOR FURTHERANCE OF OBJECTS

It is the policy of the Company to provide inexpensive facilities for all, further education classes and social and leisure activities for the benefit of the inhabitants of its area of benefit. The extensive facilities also permit the hire of rooms for private meetings or functions at very competitive prices.

The various rooms and facilities of the Community Centre are available for hire by any individual or organisation, subject to the Association's conditions of hire and completion of its hire agreement. Hire rates are set in accordance with the Association's Charging Policy, which is reviewed annually. Hire rates are also reviewed annually to ensure that the income generated is sufficient to meet all expenses incurred in providing the Community Centre, and to maintain a financial reserve against future uncertainties. The hire rates adopted for the year are listed at Appendix 1.

The major aspects of the Company's activities and policies are overseen by the Association's sub-committees, as listed previously. Regular sub-committees are governed by standing orders. These are reviewed annually by the Centre Manager and Chairman and as required by each sub-committee. All revisions to standing orders require the approval of the Management Committee.

Short-term sub-committees or working parties, formed for specific purposes, are governed by Terms of Reference approved by the Management Committee.

The Association's documented policy statements comprise: Charging Policy; Complaints Policy & Procedure; Document Control/Retention Policy; Equal Opportunities; Financial Controls; Financial Reserves; Health & Safety; Hire Agreement & Conditions of Hire; Major Contracts Review Policy; Oasis Youth Centre Safeguarding Policy for Young People; Policy for Enforcing No-Smoking Legislation; Children and Vulnerable Adults Safeguarding Policy; Policy for the Supply of Alcohol; Policy Implementation ~ Spot Checking; Policy Review Schedule; Standing Orders; Storage Policy; Training Policy; CCTV Policy and Wages Review Policy.

RESERVES

The Management Committee is mindful of the need to demonstrate sound operational and financial management and ensure that its activities are in keeping with current strategic objectives. The Community Association also recognises the need to secure the viability of the Association beyond the immediate future. To provide a reliable service over the longer term, it must be able to absorb setbacks and take advantage of change and opportunity. To provide for this, the Association has established and maintains a financial reserve against future uncertainties. The Association's policy is to have as target a reserve equal to at least six months running costs, together with the costs of redundancy, loans, funds held for user groups, and any similar liability. The Management Committee has set the reserve target at £95,000, net of loans, etcetera, for the year beginning 1 February 2022.

MANAGEMENT OF RISK

The Community Association is aware of its responsibility to effectively mitigate the major risks to which the Charitable Company is exposed and to ensure that its aims and objectives are not under threat. A review process exists and is regularly used to ensure that all significant risks are identified. The review covers governance, operational, financial and external risks and compliance with law and regulation. The system of continuous review is dealt with by a number of sub-committees, meeting on a regular basis, reporting back to the Management Committee. Where risks are identified the Management Committee seeks to take appropriate action and establish systems to mitigate the risks where necessary.

SECTION 8 - REVIEW OF ACTIVITIES AND DEVELOPMENTS

As we describe in Section 2, the Association's activities are managed by a number of sub-committees under the Management Committee. These, with support and guidance from the staff in the office, provide the powerhouse of the Association but particularly are the reason why this truly is a Community Association. The representation and contribution from a wide cross-section of Community Centre users demonstrate that we support a diverse range of activities in delivering a service sensitive to our users' needs. However, we do rely on participation and feedback from user groups to maintain this, and we are striving to encourage a greater participation in this to provide better management oversight of our operations.

The Committee is pleased to report that the Association has survived well from the pandemic, albeit the country was in and out of lockdown until 16 July 2021, which coincided with less activity at the Centre due to the summer holidays. Further restrictions were brought in in December 2021 following the spread of the Omicron variant of coronavirus.

Quite a period of adjustment has been required for some groups as their organisers and members have dropped off the radar, not least because they are getting older, or are squeezed for finances. Oaklands announced their closure as the main organisers can no longer 'cope' due to age and illness. Numbers for the longstanding evening Titchfield Bridge Club have dropped dramatically. TCA Promotions and TACT have not been able to hold events or their annual show respectively due to illness and restrictions. However, in better news, the Lunch Club celebrated 50 years in existence with a tea party for members and helpers on 25 August. Credit to Ken Moore for keeping it all together and to his many volunteers. Although some groups have folded, new ones have emerged to take their place and the Barleycorn, Main Hall and Garage are now very popular for family celebrations. The annual Art Show made a comeback in November 2021 and was a huge success and the Committee were again able to donate the tremendous sum of £6000 to the Association. Our thanks go to the Committee and to our staff who helped make the event go so smoothly.

Pauline Steel's Dances restarted and are flourishing, and as a result they raised £3161 for the Association.

The Hire Charges have been increased by 5% in line with inflation. The Centre still suffers with the problem of being an old building in regard to electrical, plumbing and defects, but this is being ably managed by our Manager and Maintenance/Caretaking team. The Barleycorn was renovated in Summer 2020 using grants of £9000 and local tradesmen and a new main boiler was installed using a grant of £10,000 from Veolia.

Further redecoration and room improvement projects are planned with a 3 year Project Plan and Business Plan in place. Overall, despite the many setbacks of the pandemic, the future still looks very bright for the Community Centre, its members and visitors. We look forward to increased usage, activities and members, and participation by the village.

SECTION 9 – REVIEW OF FINANCIAL POSITION AND TRANSACTIONS

The Management Committee considers the financial position of TCA to be satisfactory. The Association's net assets of £125,065, recorded at 31 January 2022, are adequate to meet its obligations and support its aspirations. TCA recorded a surplus of £13,376 in the year to 31 January 2022. This was a very good outcome, given the exceptional circumstances arising from the pandemic and the continuation of the refurbishment programme. The bars were closed for much of the year, with TCA Enterprises Limited recording a small loss of £982.

SECTION 10 – PEOPLE

Despite 2 bouts of Covid, our Manager, **Mary-Kate Smith**, has continued to work extremely hard to do all the things we require from her! She has been tremendously supported by our Administrative Officers, **Sue Keenan** and **Claire McGrath**, and our caretakers **Steve 'Soapy' Watson**, who is also Maintenance Supervisor, and **Rod Steel** and **Steve Schomberg**. Our Administrative Assistant, **Michelle Woodman**, has been absent with a major illness, but we are pleased to report that she is recovering well and will be back on reduced hours very soon. We are pleased to welcome **Helen Osborn** as our new Administrative and Bookings Assistant. We said goodbye to Caretakers **Rob Kay** and **Graham Eland** and we thank them for all their hard work and dedication. Rob leaves behind several legacies of artwork, including the mural in the Main Hall.

The Centre office activities vary considerably during the year and, as well as managing our front desk, user bookings and paying the bills. The office staff also act as first point of contact for Fareham Borough and Hampshire County Councils and, accordingly, all the necessary licensing and regulatory administration which appears to grow year on year. They have also had to cope with the additional duties imposed by the coronavirus restrictions, as have all the staff. My thanks go to the entire team.

The Chairman is supported by **Vice-Chair, Sandi Jones** and **Treasurer, Peter Mills**, and together we constitute the Executive of the Association. The Chairman wishes to record her thanks to Sandi and Peter for their support to her. **Sandi** and **The Chairman** chair the Promotions and House Management committees respectively, and my thanks go to **Julian Gibbs** for his work and guidance in the role as **President of the Association**.

We are most grateful for the support received from Fareham Borough and Hampshire County Councils and particularly to a number of the Borough Council's officers who have always been ready to provide immediate advice and help on request. These are often thanked in Management Meetings through **Cllr. Tiffany Harper**, our Borough Councillor representative, but an additional mention in the Annual Report is entirely appropriate.

Our Trustees continue to give their support, time and attention to the management and running of the Centre and sincere thanks are due to them. Our various sub-committees continue to ensure that the Association's business is smoothly managed.

Titchfield can rightly be proud of its Community Centre and Association, but it is the people who make it what it is and long may it continue.

SECTION 11 – PUBLIC BENEFIT

Having due regard for the Charity Commission's published guidance on Public Benefit, the Association's Management Committee considered the objects of the Association and assessed how well these were met in terms of Public Benefit. The Management Committee concluded that it fully met its responsibilities with regard to providing Public Benefit which could be demonstrated as follows.

One of the primary objectives of the Association is to establish and maintain a Community Centre for the benefit of the local community. To this end, the Association leases two large buildings from Fareham Borough Council. The buildings comprise 11 individual rooms and communal service areas all of which are maintained by the Community Association in good order. These rooms are available for use by any member of the public as individuals, or as groups. And while it is necessary to charge for these rooms in order to raise sufficient funds to maintain the Community Centre, the Association ensures that all rooms are available at the lowest possible hourly rates; rooms are available from £5.30 per hour and are therefore accessible to all, regardless of personal financial circumstances. In certain instances, the Management Committee waives all fees. Some groups are granted discounts of up to 80%, where the Management Committee consider the objectives of the group are in accordance with those of the Association and where hire fees at the normal rate could leave the group disadvantaged. Examples of such groups are the Titchfield Lunch Club, who provide a weekly lunch for the elderly, the Friends of Oaklands, who provide a weekly club for those suffering with enduring mental illness, the local Scout groups and the Oasis youth group established as a result of local action groups working with the police to help give local young people a focus.

The main objective of the Association is to promote the benefit of the local inhabitants, and to improve their conditions of life, by associating them with the local authorities and other organisations to advance education and provide facilities in the interest of social welfare for recreation and leisure-time occupation. It can be seen from Appendix 2 that the programme offered by the Association is comprehensive and varied and fully meets this objective. Many of the groups have been meeting at the Community Centre for a great number of years demonstrating that there is an ongoing need for the services they provide. And although no reports are provided at Appendix 2, both the local authority, local training groups and the NHS regularly use the facilities for public consultations and other public services. It is estimated that over 3,000 people attend the Community Centre each week, including 48 regular groups.



A D Whyntie

Chairman

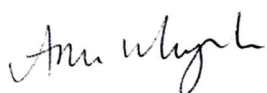
22 March 2022

ACCOUNTS

For the Year to 31 January 2022

FINANCES

The following financial statements show the current state of the Association's finances which the Committee of Management considers to be sound.



A D Whyntie

Chairman

Date: 22 March 2022



P F Mills

Treasurer

Date: 22 March 2022

TITCHFIELD COMMUNITY CENTRE (Limited by Guarantee)

INCOME AND EXPENDITURE ACCOUNT INCORPORATING A STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JANUARY 2022

		2022	2021
<u>Unrestricted Funds</u>			
	Notes	£	£
Income from:			
Donations and Services	7	84,320	91,677
Charitable activities			
Hiring of facilities		101,485	64,005
Members' subscriptions		-	417
Other trading activities			
Commercial trading operations:			
TCA Enterprises Limited	8		
Gift aid donation		-	-
Investments			
Bank interest		87	245
Total		185,892	156,344
Expenditure on:			
Charitable activities			
Operation of a community centre:			
Rent of premises		3,630	3,630
Electricity		6,575	5,702
Gas		3,652	2,747
Water		4,089	2,310
Refuse disposal		425	524
Insurances and security		3,962	3,113
Caretaking and cleaning		42,871	38,321
Staff salaries and pensions		51,467	54,101
Maintenance and refurbishment		24,665	22,869
Maintenance of flat		1,669	1,926
VAT non-recoverable		5,930	3,949
Depreciation		1,716	981
Stationery, printing and publicity		752	907
Telephone		1,130	993
Licences and subscriptions		804	54
Advertising		568	110
Support costs	9	18,611	18,735
Total		172,516	160,972
Net income/(expenditure) / Net movement in funds		13,376	(4,628)
Reconciliation of funds:			
Total funds brought forward		111,689	116,317
Total funds carried forward		125,065	111,689

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

TITCHFIELD COMMUNITY CENTRE (Limited by Guarantee)

BALANCE SHEET AS AT 31 JANUARY 2022

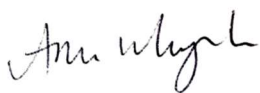
	Notes	2022 £	2021 £
Fixed assets:			
Tangible fixed assets	3	4,246	4,041
Investment in subsidiary	3	<u>1</u>	<u>1</u>
		4,247	4,042
Current assets:			
Debtors	4	9,522	8,071
Cash at bank			
- Deposit accounts		121,568	118,666
- Current accounts		9,149	3,514
Cash in hand		<u>1,350</u>	<u>1,350</u>
		141,589	131,601
Creditors: Amounts falling due within one year	5	<u>(20,771)</u>	<u>(23,954)</u>
		120,818	107,647
Total net assets		<u>125,065</u>	<u>111,689</u>
The funds of the charity:			
Unrestricted funds	6	<u>125,065</u>	<u>111,689</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ('the Act') and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

These financial statements were approved and authorised by the members of the committee and were signed on its behalf by:



Mrs A D Whyntie

Chairman

Company Registration Number 5372712

Date: 22 March 2022

TITCHFIELD COMMUNITY CENTRE (Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2022

STATEMENT OF COMPLIANCE

These financial statements have been prepared in compliance with FRS102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

Titchfield Community Association is a public benefit entity, and company limited by guarantee, incorporated and domiciled in the United Kingdom.

Note 1 LEGAL STATUS AND OBJECTIVES OF TITCHFIELD COMMUNITY ASSOCIATION

Titchfield Community Association (TCA) is a company limited by guarantee and not having a share capital. It is run by a Committee of Management (the Committee), the members of which are directors and charity trustees respectively within the meaning of the Companies Act 2006 and the Charities Act 2011. Its members are the members of the Committee who have consented to act as company directors and have not resigned or been retired by rotation.

The objects of TCA are to encourage and provide facilities for promoting social welfare and recreation for the inhabitants of Titchfield and its area of benefit principally through the maintenance and management of a community centre.

Individual users of the Centre's facilities are known as patrons. Patrons are required to pay an annual subscription and are entitled to attend and vote at general meetings.

Note 2 ACCOUNTING POLICIES

(a) Accounting policies and standards

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), the Companies Act 2006 and the Charities Act 2011.

Titchfield Community Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

(b) Basis of financial statements

The comparative figures cover the period from 1 February 2020 to 31 January 2021.

The financial statements of Titchfield Community Association include the assets and liabilities under the control of the Committee.

The accounting records of Affiliated Groups renting rooms or facilities at the community centre are not included in the financial statements.

(c) Income

The turnover shown in the Income and Expenditure account represents amounts receivable for goods and services provided during the year in the normal course of business, net of trade discounts, VAT and other sales and related taxes. All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

(d) Financial instruments

The Association only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2022

Note 2 ACCOUNTING POLICIES (cont.)

(e) Tangible fixed assets and depreciation

Individual fixed assets costing £1,000 or more are capitalised at cost. Tangible fixed assets, comprising fixtures, fittings and equipment, are depreciated over their useful economic lives to the Association using the following straight line rates:

Fittings	15% p.a.
Furniture, computers and equipment	25% p.a.
Minor electrical equipment	50% p.a.

(f) Value added tax

The Association is considered to be subject to the effect of VAT partial exemption and input tax is restricted as required.

(g) Taxation

TCA is a registered charity and, in the opinion of the Committee, is exempt from Corporation Tax on surpluses on financial activities in accordance with section 505 of the Income and Corporation Taxes Act 1988 and section 256 of the Taxation of Chargeable Gains Act 1992.

(h) Designated funds

Designated funds are created by internal decision of the Committee for setting aside the Association's unrestricted resources for particular purposes.

(i) Group accounts

In the opinion of the directors, the company and its subsidiary undertakings comprise a small group. The company has, therefore, taken advantage of the exemption provided by Section 398 of the Companies Act 2006 not to prepare group accounts.

(j) Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Depreciation and Residual Values

The Directors have reviewed the asset lives and associated residual values of all fixed asset classes and have concluded that asset lives and residual values are appropriate.

(k) Going concern

The Government's response to the Covid-19 global pandemic for the business environment has been rapid and wide ranging. Despite this, the Trustees still consider there to be sufficient resources for the Association to continue to as a going concern for at least 12 months from the date these accounts are authorised for approval. For this reason, the Trustees continue to adopt the going concern basis of accounting in preparing these annual financial statements.

At 31 January 2022, the reserves of the Charity amounted to £125,065. The Trustees will continue to review their position regarding the level of reserves in the forthcoming year, and it is an on-going part of their strategic plan to ensure that there is a high level of reserves in case of unforeseen circumstances relating to the

(l) Investment income

Investment income is recognised on a receivable basis.

(m) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

(n) Support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These costs have been allocated to expenditure on charitable activities.

(o) Cash at bank and in hand

Cash at bank and in hand comprises cash and short term highly liquid investments with a short maturity of three months or less.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2022

Note 3 FIXED ASSETS

(a) Tangible fixed assets	2022	2021
	£	£
Cost brought forward at 1 February 2021	94,349	92,696
Additions	1,931	1,653
At 31 January 2022	<u>96,280</u>	<u>94,349</u>
Depreciation brought forward at 1 February 2021	90,318	89,337
Charge for year	1,716	981
At 31 January 2022	<u>92,034</u>	<u>90,318</u>
Net book value at 31 January 2022	<u>4,246</u>	<u>4,041</u>
Net book value at 31 January 2021	<u>4,041</u>	<u>3,359</u>

(b) Investment in subsidiary

The Company has a wholly owned subsidiary TCA Enterprises Limited incorporated in England and Wales, registration number 05452271.

	2022	2021
	£	£
Fixed asset investment (One ordinary share of £1)	<u>1</u>	<u>1</u>

Note 4 DEBTORS

	2022	2021
	£	£
Trade debtors	987	10
Amount owed by subsidiary undertaking	6,079	5,614
Prepayments	<u>2,456</u>	<u>2,447</u>
	<u>9,522</u>	<u>8,071</u>

Note 5 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Amounts received in advance from customers	8,134	6,560
Oasis Youth Club	4,431	10,808
Other creditors	4,962	3,288
Accruals	<u>3,244</u>	<u>3,298</u>
	<u>20,771</u>	<u>23,954</u>

Note 6 UNRESTRICTED FUNDS

	General Funds	Designated Funds	Total Funds
	£	£	£
Balance at 1 February 2021	109,902	1,787	111,689
Incoming resources	185,892	-	185,892
Outgoing resources	(172,516)	-	(172,516)
Balance at 31 January 2022	<u>123,278</u>	<u>1,787</u>	<u>125,065</u>

Analysis of net assets between funds:

	General Funds	Designated Funds	Total Funds
	£	£	£
Fixed assets	4,246	-	4,246
Fixed asset investment	1	-	1
Net current assets	<u>119,031</u>	<u>1,787</u>	<u>120,818</u>
	<u>123,278</u>	<u>1,787</u>	<u>125,065</u>

A designated fund has been established for refurbishment works at the Centre.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2022**

Note 7 VOLUNTARY AND SERVICE INCOME

	2022	2021
	£	£
Donations from Tea Dances	1,882	836
Donation from Come Dancing	1,280	-
Art show	5,995	264
TACT	-	2,478
Veolia Grant	11,000	-
Legacy from Sepha Wood	5,000	-
Furlough Grants	23,686	22,157
Government Grants	33,611	54,526
FBC & HCC Grants	-	8,953
Donations from Hirers	320	908
Services	1,005	1,114
Sundries	541	441
	84,320	91,677

Note 8 INCOME FROM COMMERCIAL TRADING OPERATIONS

TCA Enterprises Limited operates the trading activities of the Company. A summary of its trading activities is shown below.

Profit and loss account	2022	2021
	£	£
Turnover	6,475	2,686
Cost of sales	(2,670)	(1,301)
Gross profit	3,805	1,385
Administrative expenses	(4,787)	(3,380)
Operating profit	(982)	(1,995)
Gift Aid Donation to Titchfield Community Association	-	-
Net profit before tax	(982)	(1,995)

Note 9 SUPPORT COSTS

	2022	2021
	£	£
<i>Operation of the community centre</i>		
Independent examiners' fees	1,684	1,848
Peninsula Consultancy	1,467	1,381
Legal fees/Website	26	13
Salary cost	10,000	9,500
Computer consumables, renewals and software	1,526	1,433
Coffee Machine	1,852	897
Miscellaneous	2,056	3,663
	18,611	18,735

Note 10 EMPLOYEE COSTS

	2022	2021
	£	£
Salaries	60,558	62,884
Wages	25,082	26,000
Social security	111	798
	85,751	89,682

No employee received emoluments of more than £50,000 per annum.

The average number of employees during the year is as follows:

	2022	2021
Management and Administration	11	11
Other	2	1
	13	12

No members of the Committee, nor any person connected with them, has received or is due to receive any remuneration or reimbursement of expenses for the year, either directly or indirectly from the Charity's funds.

TITCHFIELD COMMUNITY CENTRE (Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2022

Note 11 OPERATING LEASES

At the end of the financial year the Company had future minimum lease payments under non-cancellable operating leases as follows:

	Land & Buildings	Other	Total
	£	£	£
Amounts due within one year	<u>4,800</u>	<u>-</u>	<u>4,800</u>

The Community Centre is a leasehold property on a 30 year lease from Fareham Borough Council. The current lease was renewed on 1 April 1991 for a further term of 30 years. The annual rent is reviewed every 5 years. The lease is being renegotiated. In the event of the Company winding up, the rental commitment is limited to the extent of the Company's net assets at that time.

Note 12 RELATED PARTY TRANSACTIONS

At 31 January 2022, TCA Enterprises Limited owed Titchfield Community Association £6,079 (2021 - £5,614).

Since TCA Enterprises Limited has no bank account, all the transactions of the subsidiary are recorded by the Company as agent for TCA Enterprises Limited.

Note 13 CONTINGENT LIABILITY

Under a VAT group registration arrangement, the Association is contingently responsible for the VAT liability of TCA Enterprises Limited in the event of non-payment. TCA Enterprises Limited is similarly liable for VAT payable by the Association.

TITCHFIELD COMMUNITY CENTRE (Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

REPORT TO THE MEMBERS OF TITCHFIELD COMMUNITY ASSOCIATION ON THE ACCOUNTS FOR THE YEAR ENDED 31 JANUARY 2022

I report to the Trustees on my examination of the accounts of Titchfield Community Association ('the Association') for the year ended 31 January 2022.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the Association 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 Association'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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Association as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

This report is made solely to the Charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity trustees as a body, for my work or this report.

Janice Matthews FCA

Independent examiner

MENZIES LLP

Chartered Accountants

11-Apr-2022

Dated

DocuSigned by:

Janice Matthews

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Centrum House
36 Station Road
Egham
TW20 9LF

APPENDIX 1

HIRE CHARGES FOR THE YEAR ENDED 31 JANUARY 2022

Standard Hire Rates

ACCOMMODATION		MON to FRI		SAT		SUN		
		Min	£ per hr	Min	£ per hr		£ per hr	
HALL SUITE		3	£35.00	6	£ 35.50	6	£ 36.50	
MILL or GARAGE SUITE		3	£29.00	6	£ 29.50	6	£ 31.50	BAR £60 (4 hrs)
		MON to FRI		SAT		SUN		
		Min	9am - 6pm	6-12pm	Min	Fm 1pm	Min	
		Hrs	£ per hr	£ per hr	Hrs	£ per hr	Hrs	
HAVEN & BARLEYCORN	- 50	2	£18.25	£22.40	3*	£22.50	3*	£26.00
GARAGE & MAIN HALL	51 - 100	2	£20.30	£27.50	3*	£28.00	3*	£30.00
	101 - 150	2	£24.35	£32.10				
	151 plus	2	£28.90	£38.25				
								Weekend single room hire till 6 pm
								Christening - £25.50 per hour
								Wake - £20 per hour
								Bar + £60
DOREEN & OASIS		2	£7.55	£9.55	Hire rates did not increase this year due to Covid-19 pandemic			
MEON, MALT, SCOUT, CM, DELME		2	£12.85	£18.25				

Regular Hire Rates

ACCOMMODATION		MON to FRI		SAT		SUN		
		Min	£ per hr	Min	£ per hr		£ per hr	
HALL SUITE		3	29.50	6	£ 30.50	6	£ 31.50	
MILL or GARAGE SUITE		3	24.50	6	£ 25.50	6	£ 26.50	BAR £60 (4 hrs)
		MON to FRI		SAT		SUN		
		Min	9am - 6pm	6-12pm	Min	Fm 1pm	Min	
		Hrs	£ per hr	£ per hr	Hrs	£ per hr	Hrs	
HAVEN & BARLEYCORN	-50	2	£ 14.85	£ 19.00	3	£ 22.50	3	£ 26.00
GARAGE & MAIN HALL	51 - 100	2	£ 16.90	£ 23.15	3	£ 28.00	3	£ 30.00
	101 - 150	2	£ 19.95	£ 26.70				
	151 plus	2	£ 24.00	£ 31.30				
								Weekend single room hire till 6 pm
DOREEN & OASIS		2	£ 6.40	£ 7.65				Corkage Per Adult £1
MEON, MALT, SCOUT, CTTEE, DELME		2	£ 10.60	£ 14.95				

Affiliated Hire Rates

ACCOMMODATION		MON to FRI		SAT		SUN		
		Min	£ per hr	Min	£ per hr		£ per hr	
ANY SUITE		3	24.50	3	£ 25.50	3	£ 26.50	
								BAR £60 (4 hrs)
		MON to FRI		SAT		SUN		
		Min	9am - 6pm	6-12pm	Min	Fm 1pm	Min	
		Hrs	£ per hr	£ per hr	Hrs	£ per hr	Hrs	
HAVEN & BARLEYCORN	- 50	2	£ 11.60	£ 15.10	3*	£ 22.50	3	£ 26.00
GARAGE & MAIN HALL	51 - 100	2	£ 13.75	£ 18.05	3*	£ 28.00	3	£ 30.00
	101 - 150	2	£ 15.90	£ 21.10				
	151 plus	2	£ 18.95	£ 25.20				
								Weekend single room hire till 6 pm
								Corkage Per Adult £1
DOREEN & OASIS		2	£ 5.30	£ 6.50				
MEON, MALT, SCOUT, CTTEE, DELME		2	£ 8.45	£ 11.75				

APPENDIX 2

GROUP REPORTS

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1ST TITCHFIELD SEA SCOUTS

No. in group	51	No. of meetings (in a normal year)	40
Objectives	We are a group offering membership of The Scout Association in the UK. Our members are aged 6 to 10 years. As members of the TSA we follow their National Programme to Young People enabling them to learn “skills for life”, through adventurous activities and badge work.		
Review of 2021	One of our Beavers recently achieved their Bronze Chief Scouts Award which is only awarded to those young people who have completed quite extensive badge work including achieving something which they find personally difficult to do. This is called “The Personal Challenge Badge”. As a group I am proud of the fact that we managed to keep running throughout the pandemic.		
Plan for 2022	To continue to grow our membership and have more young people complete the highest level awards. Also to continue to participate in our outdoor programme which includes: sailing, camping, climbing, canoeing and kayaking.		

83 PILATES

No. in group	5 to 12	No. of meetings (in a normal year)	Weekly (excl summer holidays and Christmas)
Objectives	These Pilates sessions are aimed at strengthening the body with emphasis on core strength to improve general fitness and wellbeing. It can help increase overall flexibility, strength and balance and increase range of motion through the joints.		
Review of 2021	The class numbers have increased from 7 overall to 11 overall. We are a friendly group encouraging a welcoming atmosphere.		
Plan for 2022	We aim to increase our membership to a 20 people each week.		

BRITISH OKINAWAN KARATE BUGEIKAI (BOKB)

This group has discontinued

CJ DANCING

No. in group	20-40	No. of meetings (in a normal year)	Approx. 80
Objectives	To teach Ballroom and Latin American dancing to children and adults in a friendly and social environment within the local community.		
Review of 2021	The group have held two Medal Tests with a 100% pass rate and 85% of the group results being graded with Honours. The group have also held several Social Dances this year and 3 major dance competitions across the UK.		
Plan for 2022	To keep increasing the interest and numbers of people in Ballroom Dancing.		

COME DANCING

No. in group	50-70	No. of meetings (in a normal year)	13
Objectives	To raise money for the Community Centre and give people a good Saturday night with live music. Linked with Tea Dance group		
Review of 2021	Once the restrictions were lifted, we were delighted to be able to meet up again at the Community Centre.		
Plan for 2022	To continue holding our normal Saturday evening dances and have fun doing so.		

COTTON ON SEWING WORKSHOPS

No. in group	12	No. of meetings (in a normal year)	1 per week for 48 weeks of the year
Objectives	Bring along your sewing projects and sewing machine and receive guidance throughout and improve your sewing skills at the same time. Encouraging members to not just sew all the projects but to go further develop their skills and make sustainable choices. Also trying to develop a community group and to start to do some charity work to benefit the local area and further afield.		
Review of 2021	Due to coronavirus, the group wasn't able to meet again face to face until middle of May (although we kept in touch on the Facebook group). The group then returned pretty much a normal (albeit with strict guidelines in place) and my regular members continued to attend and some new ones joined.		
Plan for 2022	To carry on with the group as we are. We have all had many ups and downs and we all look forward to a Wednesday evenings where we can learn new sewing skills but also catch up with friends which in itself has been brilliant for our mental health. Fingers crossed we can live with the virus without it causing more restrictions. Maybe the sustainability event will be able to be organised too. I can feel a Mending Workshop coming on!		

CREATION STATION

No. in group	Up to 10 children with at least one adult	No. of meetings (in a normal year)	Approx 36
Objectives	To help children to develop their creativity skills by using their imagination and a wide range of art resources.		
Review of 2021	2021 started with a lockdown so we were unable to launch the class in January as planned. However, we did then launch after Easter and the class has been well received building up to approximately 10 children in each session, with most of these as ongoing bookings.		
Plan for 2022	During 2022 I would like to consistently have 10 children in the class each week and look into whether this could be expanded further once social distancing is no longer a consideration.		

CROCHET CLUB

This group has discontinued

DEBUT DANCE ACADEMY

No. in group	25 to 50	No. of meetings (in a normal year)	Approx 80 per year
Objectives	To teach dance and drama to children within the local community.		
Review of 2021	Since September 2021 we have launched Debut Dance Academy and welcomed many children into our classes. Our school continues to grow weekly and we have been able to add more classes to our weekly timetable.		
Plan for 2022	We hope to continue to grow as a school, offer West End Workshops during school holidays and perform our first Summer Showcase!		

DETERMINED TO SUCCEED

This group has discontinued

EXPRESS DANCE SCHOOL

No. in group	65 children 3 teachers	No. of meetings (in a normal year)	150 (3 evenings a week)
Objectives	• Teach dance classes for all abilities in different styles • Fun sport		
Review of 2021	• Performances including Fareham Light Switch On • Lots of 1st places at competitions around the South Coast, including individual and teams		
Plan for 2022	• Continue to attend competitions • More performances planned for 2022		

FAREHAM AND DISTRICT BEEKEEPERS ASSOCIATION BEGINNERS COURSE

No. in group	24 plus 4 tutors	No. of meetings (in a normal year)	6
Objectives	To offer to the public an 'Introduction to Bees and Beekeeping' course. The course is based on the British Beekeepers' Association (BBKA) Basic Assessment syllabus. The course comprises 10 sessions: 6 classroom evening sessions at Titchfield Community Centre and 4 practical daytime sessions at Manor Farm Country Park, where FDBKA have a training apiary.		
Review of 2021	Last year we moved to Zoom sessions rather than in class sessions with half the group (12) postponing to 2022. Those who did participate most followed through to the practicals held at the training Apiary which by the very nature is outside so meetings could be held.		

This year the course has been significantly over subscribed due to a resurgence in people looking to help bees and the lack of courses from 2021.

Plan for 2022 Return to normal practices and beekeeping. Follow the course in class for the six sessions then move onto the outdoor meetings in spring.

FAREHAM FLOWER CLUB

IMPROVERS

No. in group	8	No. of meetings (in a normal year)	1
Objectives	To improve the skills of flower arranging and complete in competitions and festivals		
Review of 2021	Due to Covid 19 we were unable to participate in competitions as they were all cancelled. But some of the members did participate at the Winchester Flower Festival in September.		
Plan for 2022	The plan is to improve all the skills in new methods of flower arranging using better environmentally sustainable mechanics and locally grown flowers.		

BEGINNERS

No. in group	10	No. of meetings (in a normal year)	6 due to Covid-19
Objectives	to teach environmentally friendly basic flower arranging to a new group of students. It is hoped that they become members of Fareham Flower Club and go on to an improvers class.		
Review of 2021	Classes continued as much as possible allowing for Covid-19 restrictions.		
Plan for 2022	It is hoped that another group will be able to start later in the year.		

FAREHAM AND GOSPORT HOME EDUCATION GROUP

No. in group	100 regular plus exam candidates	No. of meetings (in a normal year)	Regular 170 per year, plus exams
Objectives	The aim of the Group is to provide educational opportunities and support for children and young adults, and to support parents of families who are educating their children at home. The objectives of the Group are: • To encourage home educated children and young people to participate in a wide range of activities appropriate to their age and stage of development • To assist parents in the education of children and young people To promote the welfare and safety of young people at all times.		
Review of 2021	Working together to ensure that strict government safety rules were observed, under the Department of Education's guidance that education was allowed to continue at such venues TCA enabled us to begin operating in person, both classes and exams from April 2021. This has enabled us to continue supporting students learning and taking of exams.		

TCA are incredibly supportive of our group and appreciate fully the importance of the work we do enabling youngsters to learn and to take their exams.

Plan for 2022 We hope to continue to provide lessons and exams to our students, supporting them in their education with the continued support and co-operation of the TCA.

FAREHAM VANNES TWINNING ASSOCIATION - FRENCH CONVERSATION

No. in group	15	No. of meetings (in a normal year)	22
Objectives	To facilitate confidence in speaking French, foster an interest in France and encourage participation in Twinning visits with Vannes.		
Review of 2021	During 2021 the Group met twice a month via Zoom, whilst the Community Centre was closed due to Covid restrictions. In September we finally met again face to face, in members' gardens. Our meetings resumed at the Centre in October 2021, with the option for members to participate by Zoom. Throughout the year the Group have enjoyed discussions in French on a wide variety of topics, helping us to sustain our enthusiasm for France and the Twinning with Vannes in such challenging times.		
Plan for 2022	The Group plans to continue meeting twice a month at the Community Centre, in tandem with a Zoom meeting. We have a programme of topics for discussion up to August, to fuel our enthusiasm for France, in particular Vannes, and to help us improve our knowledge and enjoyment of the French language.		

FLEXERCISE

No. in group	18-20	No. of meetings (in a normal year)	
Objectives	To provide a friendly and progressive fitness class that improves the mobility, confidence and wellbeing of local people.		
Review of 2021	Successfully returned to face-to-face classes and welcome new members. In January 2022 the hire was expanded from 1½ to 2 hours to offer an extended session for participants ready to progress. This has been well attended and is a very positive addition.		
Plan for 2022	To continue developing routines that challenge and inspire members, and to increase the number of people attending and benefiting from the classes.		

HATHA YOGA

This group has discontinued

INSPIRING INKIN' STAMP & CHAT

No. in group	15-20	No. of meetings (in a normal year)	12
Objectives	To have a fun morning making 3 stylish all occasion greetings cards and learn a stamping technique using Stampin' Up! products. We craft, share, laugh and learn from one another. We meet on the first Friday morning of every month between 10am and noon. No previous experience is necessary. All materials are provided, except glue. Booking is essential.		
Review of 2021	We have been crafting online throughout the lockdowns and have kept in touch.		
Plan for 2022	The group didn't restart until September 2021 and numbers so far have been low. With the Spring coming and relaxing of restrictions hopefully the group will blossom once again. We hope to welcome new and old members to the group where we can once again Stamp & Chat with a cuppa!		

JIGSAW PRE-SCHOOL

No. in group	5 staff 26 registered children	No. of meetings (in a normal year)	Monday – Friday, term time only, 9am – 3pm
Objectives	To provide the local community with a childcare service in a friendly environment that is safe, secure, welcoming, caring, stimulating and affordable. • To enhance the development and education of children through play, whilst promoting self-confidence and self-esteem. • To treat every child and parent/carer as an individual and provide a service that ensures equality, diversity, and a sense of value. To work in partnership with parents/carers and offer a flexibility which offers each family's individual needs to be met.		
Review of 2021	We are still working successfully through the pandemic and have maintained a safe, secure, nurturing environment for the children.		
Plan for 2022	Our plan for the year is to continue registering new children to the preschool whilst offering safe childcare and education.		

JIVEASY

No. in group	40 to 120	No. of meetings (in a normal year)	50 + 11
Objectives	Jiveasy is a dance company teaching Modern Jive (also known as Leroc) - an easy to learn, fun, social dance. We use the fabulous Main Hall at Titchfield every Tuesday evening, and Fridays once a month for social dances which are very popular with both our pupils and travelling dancers from elsewhere. Our aim is to offer social partner dancing in a safe environment to familiar upbeat music from the last 40 years or so that you would regularly hear on the radio.		
Review of 2021	We managed to reopen our Friday evening Dances from August 2021 with strict NHS Covid Pass requirements and lateral flow tests taken on the day, to try to keep our dancers as safe as possible. We now run weekly Class nights every Tuesday in the main hall teaching beginner and intermediate classes followed by social dancing, in addition to our monthly dances.		

Plan for 2022 To build numbers for our weekly class nights and encourage more locals to take up dancing – a great way to socialise, keep fit and have fun! www.jiveeasy.com for more info.

LADIES BADMINTON

No. in group 11 **No. of meetings (in a normal year)** 48

Objectives Keep active and socialise. Coffee and a chat, and a bit of exercise, and of course fun.

Review of 2021 After a lock down start, until 17th May we managed to keep going all through the summer and stopped just before Christmas. This was helped by a meet up with the majority of us at the same time each week, during the lock down. Each vaccination was celebrated. One of our group did not return, which was sad, but thanks to Facebook we managed to recruit two lovely new ladies, who have all made us think a bit more about our game!

Plan for 2022 To keep going, improve our game and keep having fun. New members always welcome.

LEAGUE OF FRIENDS OF OAKLANDS

This group has discontinued

OASIS YOUTH CENTRE

No. in group 40 **No. of meetings (in a normal year)** 100 (2 meeting per week excepting Christmas and the New Year)

Objectives To provide a safe and supportive environment for young people aged 10 to 18 years, promoting opportunities for learning and development.

Review of 2021 After more than a year of closure due to Covid, Oasis at last reopened in April 2021. Some Covid constraints remained in place for several months, but the Club is now back to full operation, offering a range of creative activities for its young people. The Oasis room has been reorganised and completely redecorated during the year, with members actively involved both in the planning and the implementation. (Six young people have earned an AQA in introduction to painting and decorating.) Oasis members are actively participating (leading) in the Titchfield Greening Project.

Plan for 2022 Oasis plans to increase its membership during the year, taking advantage of the reorganised accommodation. It will aim to continue its full range of activities, and in particular to expand its support for young people at School leaving age, as they move into work, training or College education.

PERFORM

This group no longer meet at Titchfield Community Centre

PHOENIX POETRY

This group have discontinued

SING NOW CHOIR

No. in group	89	No. of meetings (in a normal year)	45
Objectives	Say goodbye to old-fashioned musical terminology, stuffy choir directors and intimidating sheet music. Sing Now Choir is a contemporary, fresh and uplifting community where members grow and most importantly, feel at home.		
Review of 2021	Restarting indoor rehearsals after the pandemic and welcoming new people each week.		
Plan for 2022	To keep growing and welcome more new members. We are also looking to perform more in the community as pandemic restrictions ease.		

SLIMMING WORLD

This group no longer meet at Titchfield Community Centre

SOLENT U3A BRIDGE CLUB

This group no longer meet at Titchfield Community Centre

SOLENT U3A TRUST

No. in group	12	No. of meetings (in a normal year)	8
Objectives	Use of room at Community Centre for committee meetings.		
Review of 2021	We adapted to Covid restrictions as best we could.		
Plan for 2022	Our intention is to continue to book a room for our meetings, as in previous years.		

SOLENT STITCHERS

No. in group	55	No. of meetings (in a normal year)	A Quilt Show every 2 or 3 years
Objectives	To promote patchwork, quilting and all kinds of sewing and textile work		
Review of 2021	At our fortnightly meetings in the Parish room (which restarted following the lifting of Covid restrictions) we share skills and techniques. During lockdown members produced dozens of patchwork quilts for charity.		
Plan for 2022	To extend our skills via workshops and demonstrations from members and mount a smaller Quilt Show to help raise funds for the re-roofing of the Parish Room.		

STUBBINGTON GREEN RUNNERS

No. in group	10 committee members (510 club members)	No. of meetings (in a normal year)	12 plus ad-hoc events
Objectives	Use of room at Community Centre for committee meetings. Use of room for ad-hoc events such as first aid training and our annual awards night.		
Review of 2021	Not applicable		
Plan for 2022	To continue to use the room for our committee monthly committee meetings and any other ad-hoc events (including the Club's annual awards night).		

TACT (TITCHFIELD ARTS AND COMMUNITY THEATRE)

No. in group	No. of meetings (in a normal year)
Objectives	At the time of producing this report, the future of TACT was under review.
Review of 2021	
Plan for 2022	

TAI CHI

No. in group	15	No. of meetings (in a normal year)	50
Objectives	To offer slow gentle exercise through the medium of tai chi, enhancing general health and well-being. The art offers fascinating insights into human mobility and mental focus. These usually remain completely unexplored through one's entire lifetime. We use the slow meditative movements to educate the practitioners body and mind....a worthwhile challenge.		
Review of 2021	This year marked the 30 th year that Andrew has taught at the Titchfield Centre. It's also the 25 th anniversary of the martial arts academy he co-founded. After Covid lockdowns, all classes are back up to speed, with an influx of new students, all of whom are improving dramatically. The members often see a marked improvement in posture, relaxation and well-being in just a few weeks.		
Plan for 2022	To encourage further development for every student through continued practice. Weekend workshops may also restart later in the year, offering intensive learning for those eager to progress at a faster rate.		

TEA DANCE

No. in group	50	No. of meetings (in a normal year)	50
Objectives	To provide enjoyment raise money for the community centre and give many people a lot of enjoyment. Have a chat and a cup of tea, and of course, dancing. Linked to the Come Dancing group.		
Review of 2021	We were only able to hold a few dances in 2020 and not permitted to return after the lockdowns were lifted.		
Plan for 2022	To return to dancing and raising money for the centre as soon as we are permitted.		

THE ARTS SOCIETY SOLENT

No. in group	248	No. of meetings (in a normal year)	11
Objectives	The Arts Society offers enjoyable opportunities to discover and support the arts of yesterday, today and tomorrow within South East Hampshire. We provide monthly lectures, given by accredited lecturers sharing their specialist knowledge about all aspects of art including design, architecture and music. In addition, there are more in-depth Special Interest Days, visits to country houses, castles and major art exhibitions as well as overnight visits to historical cities and towns. Support in art is given to local schools.		
Review of 2021	Due to the pandemic no meetings have been held since February 2020. We held monthly meetings via Zoom and have had an average attendance of 90 devices joining these meetings. We also held a virtual visit to Moscow watched from the warmth of our own houses while our lecturer was wrapped up very warm from Red Square.		
Plan for 2022	We had our first meeting back at TCC in February and look forward to building our membership back up. We have a visit planned to Sandhurst and are hosting a Special Interest Day with lunch in April.		

THE LINDY CLUB/SUGAR PUSH TEA DANCE

No. in group	15-30 in classes 20-40 in workshops 80-100 at dances 100-150 at events	No. of meetings (in a normal year)	Weekly classes 3 full weekend workshops 4 SugarPush dances 5-10 day workshops
Objectives	To provide high standard Lindy Hop classes and social dances for the local Lindy Hop scene and to keep increasing the community. We provide a social environment for people to meet and learn a new skill, whilst keeping everyone physically and mentally active too.		
Review of 2021	We have been running our weekly classes, lots of Beginner workshops, regular Tea Dances and 2 big weekend events so we have really kick started the scene back to life since last Summer.		
Plan for 2022	This year we plan to get back to our normal schedule. From March we will resume our normal class format of drop in Improver and Intermediate Lindy Hop classes with the addition of Solo Jazz, which has proved popular during Lockdown.		

We have our big events in May and November that we will resume and plan to do regular Beginner workshops so we can rebuild the scene.

TITCHFIELD ABBEY W I

No. in group	70	No. of meetings (in a normal year)	11
Objectives	To uphold the objectives of the WI to inspire women in gaining knowledge, experience and skills.		
Review of 2021	Following the lifting of major Covid restrictions, members had been meeting at the Community Centre again, following a year of online newsletters from our President which have kept us all in touch. We met on the second Tuesday of each month at Titchfield Community Centre in the Main Hall. Our meetings started at 9.30am. Most months we had a speaker invited to the Meeting which covered a variety of topics. If restrictions allowed refreshments were served during the Meeting. We also had activities such as Book Club, Garden Club, Craft and Patchwork, Outings and Theatre Trips. Visitors and new members were welcomed.		
Plan for 2022	We aim to continue to inform, educate and entertain our members with monthly speakers and the activities of groups within Titchfield Abbey WI such as book groups, walking groups, craft and patchwork groups. We will continue to support the international aims of ACWW, the Associated Country Women of the World, and locally we support the Women's Refuge in Fareham.		

TITCHFIELD ART & CRAFT SHOW

No. in group	8	No. of meetings (in a normal year)	6 Plus one 3 day event a year
Objectives	To raise funds for Titchfield Community Centre and Local Charities that are important to the local community and Titchfield.		
Review of 2021	After two cancelled shows we were able to run a show in November 2021. We were visited by around 800 people over the course of the weekend and it was great to see everyone pulling together to put on a show in as normal a way as we were able to do. The feedback from both visitors and exhibitors was very good and over the course of the weekend we managed to raise a total of £6,000 which was donated to Titchfield Community Association.		
Plan for 2022	We are straight into organising our next show at our normal time slot at the end of April 2022. Plans are already coming together and we are looking forward to being able to have a more normal show in 2022.		

TITCHFIELD AUCTION

No. in group	100	No. of meetings (in a normal year)	50
Objectives	To run a weekly auction selling antiques, furniture, jewellery, collectibles, household items and more. Open to the general public to buy and sell.		

Review of 2021	We have been running since 1996. We've stayed in business throughout these difficult times.
Plan for 2022	To continue to run the auction successfully always considering the current covid guidelines.

TITCHFIELD BOWLING CLUB

No. in group	For the year April 2021 to March 2022 TBC has 58 active members	No. of meetings (in a normal year)	The TBC meets in the community centre once a week between the months of September and the end of March. In total for y/e 2022 there were 26 meetings
Objectives	- To play indoor short-mat bowls. - To maintain companionship and continuity of association between the members of the TBC over the winter months when outdoor bowling cannot be played. - The general objectives of the club are to unite its members in a common bond of friendship, sportsmanship and mutual help - To enter friendly competition with fellow members. - To provide a social setting for members to forge friendships and to gain companionship. - Fully acknowledging the 'third age' demographic of its members the club organises to preserve an interest in the general well-being of its members. - To maintain a welcoming and friendly environment. - To be an asset to the Titchfield village community and its environment.		
Review of 2021	- The club has sustained its viability despite the limitations forced by the pandemic and has maintained a strong membership. - The TBC continues to enjoy a high reputation in the Titchfield village for the amenity that it offers.		
Plan for 2022	- The bowling club will complete its indoor season at the end of March 2022. - TBC will return indoors to the Titchfield Community Centre to play short-mat bowls over the winter months commencing in September 2022. - TBC will begin the summer season of outdoor bowling at their site in Bridge Street Titchfield from the beginning of April 2022 extending until September 2022. - TBC will begin a new member recruiting drive from the end of February when the club will be aiming to increase its membership numbers.		

TITCHFIELD BRIDGE CLUB

No. in group	84	No. of meetings (in a normal year)	Twice a week
Objectives	Following the pandemic, we have seen a reduction in attendees, and plan to advertise and promote our group to increase attendance.		

TITCHFIELD HISTORY SOCIETY

No. in group	90	No. of meetings	9
		(in a normal year)	
Objectives	- To study and research the history of the original and existing parish of Titchfield. - To prepare and publish books and papers relating to the history of the parish. - At the discretion of the Committee, to study of matters of wider historical interest. - In pursuit of these aims, to hold meetings, outings, exhibitions and other activities.		
Review of 2021	Following a year of closure due to the pandemic, the Society is once again holding regular monthly meetings. During the period of closure, a series of monthly newsletters were distributed by email, keeping members in touch and exploring topics of local history. The History Society website has been renewed, and provides a vivid insight into the long and varied history of the village.		
Plan for 2022	In addition to the continuation of all its regular activities, the Society intends to publish a series of pamphlets under the title "The Titchfield Papers", each one covering a particular element of local history.		

TITCHFIELD LUNCH CLUB

No. in group	24	No. of meetings	50
		(in a normal year)	
Objectives	To facilitate community spirit, alleviate loneliness and encourage community charitable help.		
Review of 2021	We hope we brought great cheer and comfort to all those who attended our lunches.		
Plan for 2022	To continue to be successful.		

TITCHFIELD VILLAGE TRUST

No. in group	130	No. of meetings	1
		(in a normal year)	
Objectives	- For the public benefit in the area comprising the village of Titchfield and its immediate surroundings which area shall hereinafter be referred to as "the area of benefit". (a) The promotion of high standards of planning and architecture in or affecting the area of benefit (b) The education of the public in the geography, history, natural history and architecture of the area of benefit (c) To assist towards the preservation, protection, development and improvement of features of historical or public interest in the area of benefit. - The provision and maintenance of a village hall for the use of the inhabitants of the Ecclesiastical Parish of Titchfield without distinction of political, religious or other opinions, including use for: (a) meetings, lectures and classes, and (b) other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants.		

Review of 2021 Due to Covid restrictions we have only been able to hold 1 general meeting this year but have continued to work towards our objectives. In the process we have raised £95,000 towards our refurbishment of the roof and paths around the Village Hall.

Plan for 2022 To continue raising funds for refurbishment and commence work of the repairs.

WEDNESDAY MORNING BRIDGE

No. in group 27 **No. of meetings (in a normal year)** 50 or 51

Objectives To play Duplicate Bridge in a friendly environment, encouraging those 'home' bridge players and those who learnt during lockdown, to experience the fun of Duplicate Bridge. Also open to those who have played duplicates before.

Review of 2021 A very good start to a new venture with a good atmosphere, great coffee and fantastic biscuits! Please do come along and join us!

Plan for 2022 To encourage new members and continue with the friendly atmosphere with good games of Bridge.

WORDWRIGHTS

No. in group 6 **No. of meetings (in a normal year)** 12

Objectives Have you ever thought about trying your hand at creative writing? Maybe you would like to set out a family history for your grandchildren, or there's always that brilliant idea for a novel you had, but family commitments or other interests got in the way. Now could be a good time to join a writers group like wordwrights. We are a small friendly group. Every 3 years or so we produce an anthology of our work, which is advertised locally, so there is a possibility you will see your work in print!

Review of 2021 Wordrights have been meeting at the Community Centre for many years. Currently 1:30pm to 3:30pm on the first Thursday of the month.

Plan for 2022 To continue meeting as normal

ZUMBA

No. in group 20+ **No. of meetings (in a normal year)** 100

Objectives To improve the fitness of clients teaching Zumba dance. To improve and encourage mental health through fun, social contact.

Review of 2021 Built up a group of regular clients

Plan for 2022 To increase membership through advertising. More space through moving some regular classes to larger room.

Accounts

Titchfield Community Association

(Limited by Guarantee)

Company Registration 5372712

Charity Registration 1109062



Report of the Committee of Management And Financial Statements

For the Year Ended

31 January 2021

Titchfield Community Association

(Limited by Guarantee)

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Titchfield Community Association

(Limited by Guarantee)

COMPANY INFORMATION

Registered Name	Titchfield Community Association
Legal Status	Charitable Company Limited by Guarantee
Charity Registration	1109062
Company Registration	5372712
Registered Office	Mill Street, Titchfield, Fareham, Hampshire, PO14 4AB
Telephone	01329 842 933
Email	manager@titchfieldcommunitycentre.org.uk
Website	www.titchfieldcommunitycentre.org.uk

COMMITTEE OF MANAGEMENT / COMPANY MEMBERS

Role	Name (Sub-Committee Member)	Date Appointed
President (Hon)	Mr D J L Gibbs (5)	[26/07/05]
Treasurer	Dr P F Mills (2) (3) (6)	[03/09/07]
Chairman	Mrs A D Whyntie (1) (2) (3) (4)	[31/03/14]
Vice-Chairman	Mrs S Jones (1) (6)	[17/08/12]

Other Elected Members [Date of Appointment as Director] :

Mr N P Girdler (5)	[31/07/17]	Mr M J Pearce	[04/07/14]
Mrs S J Knight (5)(6)	[09/02/10]	Mrs T A Short (1)(4)	[26/07/05]
Mr K Moore (6)	[15/06/11]	Mrs P A Steel (1)	[26/07/05]
Mr E Allman (2)(3)	[20/08/18]		

The Committee of Management and Officers are appointed, or re-appointed, annually at the Association's Annual General Meeting (AGM), held in March, by means of a vote of Members of the Association.

The Association's various sub-committees are elected annually at the first Management Committee meeting following the AGM. The Association also has a wholly-owned subsidiary company, TCA Enterprises Ltd, of which it is one of the two Directors. Membership of the sub-committees and of the TCA Enterprises Ltd Management Committee are indicated above as follows:

(1) House Management Sub-Committee	(4) Insurance Review Sub-Committee
(2) Charges Sub-Committee	(5) Health & Safety Sub-Committee
(3) Policy Sub-Committee	(6) Members of TCA Enterprises Ltd Management Committee

Titchfield Community Association

(Limited by Guarantee)

EXTERNAL PROFESSIONAL BODIES**Holding Trustees** Official Custodian for Charities

Bankers **The Co-operative Bank**

Olympic House
6 Olympic Court
Salford
M5 2QP

Solicitors **Warner Goodman LLP**

Portland Chambers
66 West Street
FAREHAM
Hampshire
PO16 OJR

Independent Examiner **Malcolm Lucas FCA**
Menzies LLP Solent

3000a Parkway
WHITELEY
PO15 7FX

Insurers	Brokers Club Insure Ltd Romero House 8 Airport West Lancaster Way Yeadon, Leeds LS19 7ZA	Insurers Ecclesiastical Insurance Group Beaufort House Brunswick Road Gloucester GL1 1JZ
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Assisted By	Hampshire County Council Mottisfont Court High Street Winchester Hampshire SO23 8DZ	Fareham Borough Council Civic Offices Civic Way Fareham PO16 7AZ
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Titchfield Community Association

(Limited by Guarantee)

Report of the Committee of Management Year Ended 31 January 2021

The Committee of Management has pleasure in submitting its report and the financial statements of Titchfield Community Association (TCA or the Company) for the year ended 31st January 2021.

SECTION 1 - CONSTITUTION AND GOVERNING DOCUMENT

TCA is incorporated as a company limited by guarantee, not having a share capital, and is a charity registered under the Charities Act 2011.

The Memorandum and Articles of Association require that TCA be managed by a Committee of Management (Management Committee) the members of which are directors and managing trustees respectively within the meaning of the Companies Act 2006 and the Charities Act 2011. TCA's registration details, Company Members, Committee Officers and members, Sub-Committee members and professional advisers are detailed on pages iii and v.

Committee Members are appointed or re-appointed each year at the Company's Annual General Meeting by ballot of TCA's patrons and members of Affiliated Groups. Patrons are individuals over 18 years of age who have paid the appropriate TCA subscription or have been awarded Life Membership for exceptional service to the Association. Each Affiliate Group has one representative and, as such, that person is eligible for Membership and to be elected to the Management Committee.

The Company is operated through a Board of Directors, the Officers (Chairman, Vice-Chairman and Treasurer) of which have regular contact with the Centre Manager who is a paid employee. The Board meets not less than quarterly. Minor and routine operating decisions are made by the Officers and reported on at the next Board meeting. Major operating decisions are made by a simple majority of a quorate Board. Fundamental operating and constitutional matters are decided by a simple majority of a quorate General Meeting.

SECTION 2 – ORGANISATION

The Management Committee comprises Honorary Officers and the following: representatives of Affiliated Groups; Trading Subsidiary Management Committee; Fareham Borough Council; and Patrons of the Association. While the Management Committee retains overall responsibility for the Association, it delegates certain aspects of its day-to-day management to five sub-committees and to paid employees. All sub-committees and the Centre Manager report to the Management Committee as shown in the following organisation chart. The Management Committee meets at least four times each year. All decisions are made by a simple majority at a quorate committee meeting.

The **House Management Sub-Committee** is responsible for exercising management control over the maintenance of buildings and contents and services relating to them.

The Association offers an occasional bar as part of its ancillary services. This facility is managed by the Association's wholly-owned subsidiary company, TCA Enterprises Ltd, of which the Association is one of the two Directors. The **TCA Enterprises Ltd Management Committee** is staffed from Members of the Association.

The **Policy Sub-Committee** is responsible for reviewing Association policy and ensuring that it is adequately recorded, listed and regularly reviewed. All revisions/additions to Association policy require authorisation by the Management Committee.

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The **Charges Sub-Committee** is responsible for monitoring and evaluating the efficacy of the Association's charging policy. All revisions/additions to the Association's charging policy require authorisation by the Management Committee.

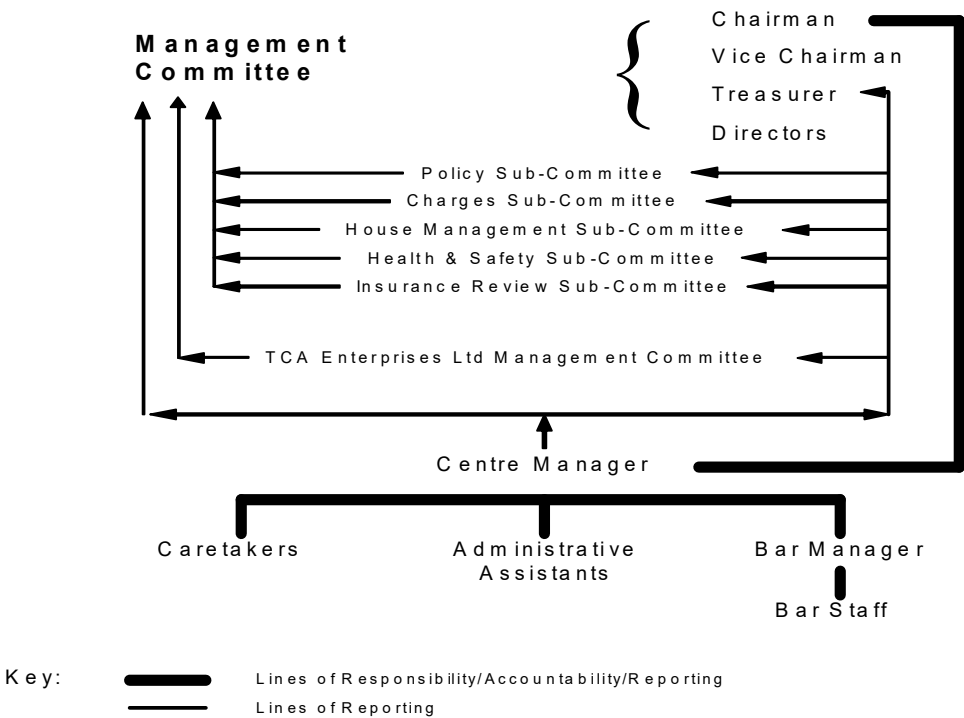
The **Insurance Review Sub-Committee** is responsible for ensuring the Association's employees, business, public liability and property are adequately protected by insurance.

The **Health & Safety Sub-Committee** is responsible for developing, reviewing, recording and implementing the Association's Health & Safety policy. It is also responsible for all aspects of risk assessment.

The Community Association benefits greatly from the efforts of the many **volunteers** whose services and support allow valuable funds to be used where most needed and hire rates to be set at levels affordable by all.

The Association employs one part-time Centre Manager, two part-time Administrative Officers, one part time Administrative Assistant, four part-time Caretakers, a part-time Bar Manager and a number of casual bar staff. The Centre Manager is employed to manage the Community Centre and to act as liaison between the various committees and the Management Committee. The Administrative Officers and Assistants, Caretakers and bar staff, report directly to the Centre Manager.

ORGANISATION



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SECTION 3 – PRINCIPAL ACTIVITIES

The Company's principal activity is the maintenance and management of a Community Centre. It has a wholly-owned trading subsidiary which principally assumes responsibility for the three function bars on the Company's premises.

SECTION 4 – THE COMMITTEE OF MANAGEMENT

Membership of the Management Committee is as listed at page iii. Any changes to the Management Committee during the period covered by this report were as listed below:

Mr Eric Allman resigned as Director 8 November 2020

SECTION 5 – RESPONSIBILITIES OF THE COMMITTEE OF MANAGEMENT

The Management Committee is responsible for preparing the Annual Report of the company and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Management Committee to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Management Committee is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Members of the Management Committee are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SECTION 6 – RELATED ORGANISATION

TCA Enterprises Ltd is the Company's wholly owned trading subsidiary (the Trading Company) that manages the bars activities on TCA's premises.

TCA is one of 2 shareholders and one of the two directors of the Trading Company. Charges for transactions between the two organisations are made at amounts that, in the opinion of the Management

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Committee, equate to a fair market value. The Trading Company donates its corporation tax adjusted profits under the Gift Aid arrangements each year to the Company.

SECTION 7 – OBJECTS, POWERS AND POLICIES

OBJECTS

The objects for which the Charitable Company is established are:

To promote the benefit of the inhabitants of Titchfield and district and that part of the Borough of Fareham, West of the A32 and Newgate Lane, together with the Electoral District of Curbridge 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 objects of improving the conditions of life for the said inhabitants.

To establish or secure the establishment of a Community Centre and to maintain and manage the same, or to co-operate with any local statutory authority in the maintenance and management of such a Centre, for activities promoted by the Company in furtherance of the above objects.

To promote such other charitable purposes as may from time to time be determined and that in the attainment of the said objects the Company shall be non-party in politics and non-sectarian in religion.

POWERS

TCA is permitted, by its Memorandum and Articles of Association, to engage in any lawful activity as shall further its charitable objects and may invest money not immediately required for its objects in such investments, securities or property as it thinks fit.

POLICIES FOR FURTHERANCE OF OBJECTS

It is the policy of the Company to provide inexpensive facilities for all, further education classes and social and leisure activities for the benefit of the inhabitants of its area of benefit. The extensive facilities also permit the hire of rooms for private meetings or functions at very competitive prices.

The various rooms and facilities of the Community Centre are available for hire by any individual or organisation, subject to the Association's conditions of hire and completion of its hire agreement. Hire rates are set in accordance with the Association's Charging Policy, which is reviewed annually. Hire rates are also reviewed annually to ensure that the income generated is sufficient to meet all expenses incurred in providing the Community Centre, and to maintain a financial reserve against future uncertainties. The hire rates adopted for the year are listed at Appendix 1.

The major aspects of the Company's activities and policies are overseen by the Association's sub-committees, as listed previously. Regular sub-committees are governed by standing orders. These are reviewed annually by the Centre Manager and Chairman and as required by each sub-committee. All revisions to standing orders require the approval of the Management Committee.

Short-term sub-committees or working parties, formed for specific purposes, are governed by Terms of Reference approved by the Management Committee.

The Association's documented policy statements comprise: Charging Policy; Complaints Policy & Procedure; Document Control/Retention Policy; Equal Opportunities; Financial Controls; Financial Reserves; Health & Safety; Hire Agreement & Conditions of Hire; Major Contracts Review Policy; Oasis Youth Centre Safeguarding Policy for Young People; Policy for Enforcing No-Smoking Legislation; Children and Vulnerable Adults Safeguarding Policy; Policy for the Supply of Alcohol; Policy Implementation ~ Spot Checking; Policy Review Schedule; Standing Orders; Storage Policy; Training Policy; CCTV Policy and Wages Review Policy.

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RESERVES

The Management Committee is mindful of the need to demonstrate sound operational and financial management and ensure that its activities are in keeping with current strategic objectives. The Community Association also recognises the need to secure the viability of the Association beyond the immediate future. To provide a reliable service over the longer term, it must be able to absorb setbacks and take advantage of change and opportunity. To provide for this, the Association has established and maintains a **financial reserve** against future uncertainties. The Association's policy is to have as target a reserve equal to at least six months running costs, together with the costs of redundancy, loans, funds held for user groups, and any similar liability. This level of reserve is monitored by the Association's Charges Sub-Committee. The reserve target was set at £95,000, net of loans, etcetera, for the year beginning 1 February 2020, and remains currently unchanged for the year beginning 1 February 2021.

MANAGEMENT OF RISK

The Community Association is aware of its responsibility to effectively mitigate the major risks to which the Charitable Company is exposed and to ensure that its aims and objectives are not under threat. A review process exists and is regularly used to ensure that all significant risks are identified. The review covers governance, operational, financial and external risks and compliance with law and regulation. The system of continuous review is dealt with by a number of sub-committees, meeting on a regular basis, reporting back to the Management Committee. Where risks are identified the Management Committee seeks to take appropriate action and establish systems to mitigate the risks where necessary.

SECTION 8 - REVIEW OF ACTIVITIES AND DEVELOPMENTS

2020 has been a year unprecedented in the Association's 56 year history. A world pandemic, unseen since 1918, has caused the Centre to be virtually closed for a year. We shut the Centre on March 18th as our Manager went down with symptoms of the coronavirus, just a week before the national lockdown, and although there was a partial opening for very few groups in August, with further Tier restrictions before Christmas and another virtual lockdown in January, the Centre remains closed at present. We were fortunate to obtain various grants from Government via our local council and, of course, furlough payments for Staff salaries. In the earlier days of the pandemic, the Centre was deep cleaned and then made Covid secure by the purchase of hand sanitizers, plastic screens, notices re Social Distancing and Risk Assessments etc. Caretakers attended daily to check the building, running water to prevent Legionnaire's, carrying out light cleaning and checking for any damage.

Of course, our usual fundraisers and entertainments were cancelled: TACT, The Art Show, and the planned VE Day Concert for May. In the village, there was no Church Fete and the Remembrance Service, at which we were represented, was held for wreath layers only and socially distanced. The wreaths were then transported later to the War Memorial.

We were, however, able to carry on with the planned refurbishment of the Barleycorn in July and August, using mainly local tradesmen and our own caretakers.

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SECTION 9 – REVIEW OF FINANCIAL POSITION AND TRANSACTIONS

The Management Committee considers the financial position of TCA to be satisfactory. The Association's net assets of £111,689, recorded at 31 January 2021, are adequate to meet its obligations and support its aspirations.

TCA recorded a deficit of £4,628 in the year to 31 January 2021. This was a satisfactory outcome, given the exceptional circumstances arising from the pandemic and the continuation of the refurbishment programme.

The bars were closed for almost the whole of the year, with TCA Enterprises Limited recording a small loss of £1,995.

SECTION 10 – PEOPLE

As stated previously, our Manager, **Mary-Kate Smith**, had an early 'run in' with Covid. The Executive Officers took the reins, with **Claire McGrath** working from home keeping the finances up to date and answering any customer queries from the Centre's mobile phone. Whilst almost all other staff were furloughed, **Claire** did a tremendous job holding the fort, along with **Rod Steel** and **Steve Schomberg** on the building and grounds side. Eventually **Mary-Kate** was unfurloughed to take on the task of making the building Covid secure, putting in place risk assessments and liaising with customers. Later, Administrative Officer, **Sue Keenan**, Administrative Assistant **Michelle Woodman** and caretaker **Rob Kay**, who is also Maintenance Supervisor, with **Graham Eland** were unfurloughed and furloughed as necessary depending on demand. We cannot thank the Staff enough for the tremendous way that they pulled together in this unprecedented situation.

We would like to thank Fareham Borough Council, particularly **Claire Benfield** and the Rates Department for their help in respect of regulations and finance (grants), and also **Geoff Hockley**, Hampshire County Council, for help with grants for refurbishment.

The Chairman is supported by **Vice-Chair, Sandi Jones** and **Treasurer, Peter Mills**, and together we constitute the Executive of the Association. The Chairman wishes to record her thanks to Sandi and Peter for their support to her during this difficult year and also to **Julian Gibbs**, our **President of the Association**, who was always available for advice.

Our Trustees continue to give their support, time and attention to the management and running of the Centre and sincere thanks are due to them. Our various sub-committees, in normal times, continue to ensure that the Association's business is smoothly managed, although none of these have been able to meet this year. **Eric Allman** has resigned as a director due to his move to Bristol.

Titchfield can rightly be proud of its Community Centre and Association, but it is the people who make it what it is and long may it continue, and I am sure that we will come back stronger after this unwanted and unprecedented hiatus.

SECTION 11 – PUBLIC BENEFIT

Having due regard for the Charity Commission's published guidance on Public Benefit, the Association's Management Committee considered the objects of the Association and assessed how well these were met in terms of Public Benefit. The Management Committee concluded that it fully met its responsibilities with regard to providing Public Benefit which could be demonstrated as follows.

One of the primary objectives of the Association is to establish and maintain a Community Centre for the benefit of the local community. To this end, the Association leases two large buildings from Fareham Borough Council. The buildings comprise 11 individual rooms and communal service areas all of which are

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maintained by the Community Association in good order. These rooms are available for use by any member of the public as individuals, or as groups. And while it is necessary to charge for these rooms in order to raise sufficient funds to maintain the Community Centre, the Association ensures that all rooms are available at the lowest possible hourly rates; rooms are available from £5.30 per hour and are therefore accessible to all, regardless of personal financial circumstances. In certain instances, the Management Committee waives all fees. Some groups are granted discounts of up to 80%, where the Management Committee consider the objectives of the group are in accordance with those of the Association and where hire fees at the normal rate could leave the group disadvantaged. Examples of such groups are the Titchfield Lunch Club, who provide a weekly lunch for the elderly, the Friends of Oaklands, who provide a weekly club for those suffering with enduring mental illness, the local Scout groups and the Oasis youth group established as a result of local action groups working with the police to help give local young people a focus.

The main objective of the Association is to promote the benefit of the local inhabitants, and to improve their conditions of life, by associating them with the local authorities and other organisations to advance education and provide facilities in the interest of social welfare for recreation and leisure-time occupation. It can be seen from Appendix 2 that the programme offered by the Association is comprehensive and varied and fully meets this objective. Many of the groups have been meeting at the Community Centre for a great number of years demonstrating that there is an ongoing need for the services they provide. And although no reports are provided at Appendix 2, both the local authority, local training groups and the NHS regularly use the facilities for public consultations and other public services. It is estimated that over 3,000 people attend the Community Centre each week, including 48 regular groups.



A D Whyntie

Chairman

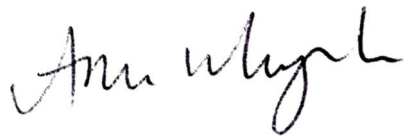
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ACCOUNTS

For the Year to 31 January 2021

FINANCES

The following financial statements show the current state of the Association's finances which the Committee of Management considers to be sound.



A D Whyntie
Chairman

Date 18/08//2021



P F Mills
Treasurer

Date: 18/082021
(Digital signatures)

**INCOME AND EXPENDITURE ACCOUNT
INCORPORATING A STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JANUARY
2021**

		2021	2020
<u>Unrestricted Funds</u>			
	Notes	£	£
Income from:			
Donations and Services	7	91,677	39,028
Charitable activities			
Hiring of facilities		64,005	152,853
Members' subscriptions		417	486
Other trading activities			
Commercial trading operations:			
TCA Enterprises Limited	8		
Gift aid donation		0	3,722
Investments			
Bank interest		245	281
Total		156,344	196,370
Expenditure on:			
Charitable activities			
Operation of a community centre:			
Rent of premises		3,630	3,630
Electricity		5,702	10,602
Gas		2,747	3,224
Water		2,310	4,119
Refuse disposal		524	714
Insurances and security		3,113	6,597
Caretaking and cleaning		38,321	47,881
Staff salaries and pensions		54,101	51,050
Maintenance and refurbishment		22,869	30,404
Maintenance of flat		1,926	10,560
VAT non-recoverable		3,949	6,298
Depreciation		981	1,753
Stationery, printing and publicity		907	1,148
Telephone		993	926
Licences and subscriptions		54	2,017
Advertising		110	741
Support costs	9	18,735	16,631
Total		160,972	198,295
Net income/(expenditure) / Net movement in funds		(4,628)	(1,925)
Reconciliation of funds:			
Total funds brought forward		116,317	118,242
Total funds carried forward		111,689	116,317

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

BALANCE SHEET AS AT 31 JANUARY 2021

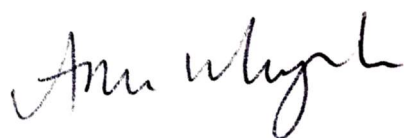
	Notes	2021		2020	
		£	£	£	£
Fixed assets:					
Tangible fixed assets	3		4,041		3,358
Investment in subsidiary	3		<u>1</u>		<u>1</u>
			4,042		3,359
Current assets:					
Debtors	4	4,451		3,549	
Cash at bank					
- Deposit accounts		118,666		117,980	
- Current accounts		3,514		11,051	
Cash in hand		<u>1,350</u>		<u>1,350</u>	
		127,981		133,930	
Creditors: Amounts falling due within one year	5	<u>(20,334)</u>		<u>(20,972)</u>	
			107,647		112,958
Total net assets			<u>111,689</u>		<u>116,317</u>
The funds of the charity:					
Unrestricted funds	6		<u>111,689</u>		<u>116,317</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ('the Act') and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the members of the committee on 18/08/2021 and signed on their behalf by



Chairman
Company Registration Number 5372712

18/08/2021 (digital signature)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2021

STATEMENT OF COMPLIANCE

These financial statements have been prepared in compliance with FRS102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

Titchfield Community Association is a public benefit entity, and company limited by guarantee, incorporated and domiciled in the United Kingdom.

Note 1 LEGAL STATUS AND OBJECTIVES OF TITCHFIELD COMMUNITY ASSOCIATION

Titchfield Community Association (TCA) is a company limited by guarantee and not having a share capital. It is run by a Committee of Management (the Committee), the members of which are directors and charity trustees respectively within the meaning of the Companies Act 2006 and the Charities Act 2011. Its members are the members of the Committee who have consented to act as company directors and have not resigned or been retired by rotation.

The objects of TCA are to encourage and provide facilities for promoting social welfare and recreation for the inhabitants of Titchfield and its area of benefit principally through the maintenance and management of a community centre.

Individual users of the Centre's facilities are known as patrons. Patrons are required to pay an annual subscription and are entitled to attend and vote at general meetings.

Note 2 ACCOUNTING POLICIES

(a) Accounting policies and standards

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies

Titchfield Community Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

(b) Basis of financial statements

The comparative figures cover the period from 1 February 2019 to 31 January 2020.

The financial statements of Titchfield Community Association include the assets and liabilities under the control of the Committee.

The accounting records of Affiliated Groups renting rooms or facilities at the community centre are not included in the financial statements.

(c) Income

The turnover shown in the Income and Expenditure account represents amounts receivable for goods and services provided during the year in the normal course of business, net of trade discounts, VAT and other sales and related taxes. All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

(d) Financial instruments

The Association only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2021

Note 2 ACCOUNTING POLICIES (cont.)

(e) Tangible fixed assets and depreciation

Individual fixed assets costing £1,000 or more are capitalised at cost. Tangible fixed assets, comprising fixtures, fittings and equipment, are depreciated over their useful economic lives to the Association using the following straight line rates:

Fittings	15% p.a.
Furniture, computers and equipment	25% p.a.
Minor electrical equipment	50% p.a.

(f) Value added tax

The Association is considered to be subject to the effect of VAT partial exemption and input tax is restricted as required.

(g) Taxation

TCA is a registered charity and, in the opinion of the Committee, is exempt from Corporation Tax on surpluses on financial activities in accordance with section 505 of the Income and Corporation Taxes Act 1988 and section 256 of the Taxation of Chargeable Gains Act 1992.

(h) Designated funds

Designated funds are created by internal decision of the Committee for setting aside the Association's unrestricted resources for particular purposes.

(i) Group accounts

In the opinion of the directors, the company and its subsidiary undertakings comprise a small group. The company has, therefore, taken advantage of the exemption provided by Section 398 of the Companies Act 2006 not to prepare group accounts.

(j) Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Depreciation and Residual Values

The Directors have reviewed the asset lives and associated residual values of all fixed asset classes and have concluded that asset lives and residual values are appropriate.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2021

Note 2 ACCOUNTING POLICIES (cont.)

(k) Going concern

On 11 March 2020, the World Health Organisation declared Covid-19 a global pandemic and subsequently, the UK Government imposed stay-at-home lockdowns and other measures. The Government's response to the pandemic for the business environment has been rapid and wide ranging.

Despite this, the Trustees still consider there to be sufficient resources for the Association to continue to as a going concern for at least 12 months from the date these accounts are authorised for approval. For this reason, the Trustees continue to adopt the going concern basis of accounting in preparing these annual financial statements.

At 31 January 2021, the reserves of the Charity amounted to £111,689. The Trustees will continue to review their position regarding the level of reserves in the forthcoming year, and it is an on-going part of their strategic plan to ensure that there is a high level of reserves in case of unforeseen circumstances relating to the pandemic.

(l) Investment income

Investment income is recognised on a receivable basis.

(m) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

(n) Support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These costs have been allocated to expenditure on charitable activities.

(o) Cash at bank and in hand

Cash at bank and in hand comprises cash and short term highly liquid investments with a short maturity of three months or less.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2021

Note 3 FIXED ASSETS

(a) Tangible fixed assets

	2021	2020
	£	£
Cost brought forward at 1 February 2020	92,696	92,696
Additions	1,663	-
At 31 January 2021	94,359	92,696
Depreciation brought forward at 1 February 2020	89,337	87,584
Charge for year	981	1,753
At 31 January 2021	90,318	89,337
Net book value at 31 January 2021	4,041	3,359
Net book value at 31 January 2020	3,359	5,112

(b) Investment in subsidiary

The Company has a wholly owned subsidiary TCA Enterprises Limited incorporated in England and Wales, registration number 05452271.

	2021	2020
	£	£
Fixed asset investment (One ordinary share of £1)	1	1

Note 4 DEBTORS

	2021	2020
	£	£
Trade debtors	10	1,164
Amount owed by subsidiary undertaking	5,614	-
Prepayments	2,447	2,385
	8,071	3,549

Note 5 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Amounts received in advance from customers	6,560	6,362
Oasis Youth Club	10,808	7,269
Other creditors	3,288	3,152
Accruals	3,298	4,037
Amount due from subsidiary undertaking	-	152
	23,954	20,972

Note 6 UNRESTRICTED FUNDS

	General Funds	Designated Funds	Total Funds
	£	£	£
Balance at 1 February 2020	114,285	2,032	116,317
Incoming resources	156,344	-	156,344
Outgoing resources	(160,727)	(245)	(160,972)
Balance at 31 January 2021	109,902	1,787	111,689

Analysis of net assets between funds:

	General Funds	Designated Funds	Total Funds
	£	£	£
Fixed assets	4,041	-	4,041
Fixed asset investment	1	-	1
Net current assets	105,860	1,787	107,647
	109,902	1,787	111,689

A designated fund has been established for refurbishment works at the Centre.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2021

Note 7 VOLUNTARY AND SERVICE INCOME

	2021	2020
	£	£
Donations from Dances	836	7,371
Art show	264	6,835
TACT	2,478	2,254
Furlough Grants	22,157	-
Government Grants	54,526	12,813
FBC & HCC Grants	8,953	-
Malt Room Donation	-	8,461
Donations from Hirers	908	-
Services	1,114	-
Sundries	441	1,294
	<u>91,677</u>	<u>39,028</u>

Note 8 INCOME FROM COMMERCIAL TRADING OPERATIONS

TCA Enterprises Limited operates the trading activities of the Company. A summary of its trading activities is shown below.

Profit and loss account	2021	2020
	£	£
Turnover	2,515	23,570
Cost of sales	<u>(1,301)</u>	<u>(7,252)</u>
Gross profit	1,214	16,318
Administrative expenses	<u>(3,209)</u>	<u>(12,596)</u>
Operating profit	(1,995)	3,722
Gift Aid Donation to Titchfield Community Association	-	(3,722)
Net profit before tax	<u>(1,995)</u>	<u>-</u>

Note 9 SUPPORT COSTS

	2021	2020
	£	£
<i>Operation of the community centre</i>		
Independent examiners' fees	1,848	2,272
Peninsula Consultancy	1,381	1,395
Legal fees/Website	13	13
Salary cost	9,500	9,500
Computer consumables, renewals and software	1,433	1,210
Coffee Machine	897	789
Miscellaneous	3,663	1,452
	<u>18,735</u>	<u>16,631</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2021

Note 10	EMPLOYEE COSTS	2021	2020
		£	£
	Salaries	62,884	57,499
	Wages	26,000	28,260
	Social security	798	2,049
		<u>89,682</u>	<u>87,808</u>

No employee received emoluments of more than £50,000 per annum.

The average number of employees during the year is as follows:

	2021	2020
Management and Administration	11	12
Other	-	1
	<u>11</u>	<u>13</u>

No members of the Committee, nor any person connected with them, has received or is due to receive any remuneration or reimbursement of expenses for the year, either directly or indirectly from the Charity's funds.

NOTES TO THE FINANCIAL STATEMENTS			
FOR THE YEAR ENDED 31 JANUARY 2020			
Note 11	OPERATING LEASES		
At the end of the financial year the Company had future minimum lease payments under non-cancellable operating leases as follows:			
		Land & Buildings	Other
		£	£
Amounts due within one year		3,630	-
			Total
			£
			3,630
The Community Centre is a leasehold property on a 30 year lease from Fareham Borough Council. The current lease was renewed on 1 April 1991 for a further term of 30 years. The annual rent is reviewed every 5 years. In the event of the Company winding up, the rental commitment is limited to the extent of the Company's net assets at that time.			
Note 12	RELATED PARTY TRANSACTIONS		
At 31 January 2021, TCA Enterprises Limited owed Titchfield Community Association £5,614.			
Since TCA Enterprises Limited has no bank account, all the transactions of the subsidiary are recorded by the Company as agent for TCA Enterprises Limited.			
Note 13	CONTINGENT LIABILITY		
Under a VAT group registration arrangement, the Association is contingently responsible for the VAT liability of TCA Enterprises Limited in the event of non-payment. TCA Enterprises Limited is similarly liable for VAT payable by the Association.			

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

REPORT TO THE MEMBERS OF TITCHFIELD COMMUNITY ASSOCIATION ON THE ACCOUNTS FOR THE YEAR ENDED 31 JANUARY 2021

I report to the Trustees on my examination of the accounts of Titchfield Community Association ('the Association') for the year ended 31 January 2021.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the Association, 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 Association'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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Association as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

This report is made solely to the Charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity trustees as a body, for my work or this report.

DocuSigned by:
Malcolm Lucas
73C3939C8107499...

Mr Malcolm Lucas FCA
Independent examiner
MENZIES LLP
Chartered Accountants

Dated 01-Sep-2021
.....

3000a Parkway
Whiteley
Hampshire PO15 7FX

APPENDIX 1

HIRE CHARGES FOR THE YEAR ENDED 31 JANUARY 2021

Standard Hire Rates

ACCOMMODATION		MON to FRI		SAT		SUN		
		Min	£ per hr	Min	£ per hr	Min	£ per hr	
HALL SUITE		3	£35.00	6	£ 35.50	6	£ 36.50	
MILL or GARAGE SUITE		3	£29.00	6	£ 29.50	6	£ 31.50	BAR £60 (4 hrs)
		MON to FRI		SAT		SUN		
		Min	£ per hr	Min	£ per hr	Min	£ per hr	
		Hrs	£ per hr	Hrs	£ per hr	Hrs	£ per hr	
HAVEN & BARLEYCORN GARAGE & MAIN HALL	- 50	2	£18.25	3*	£22.50	3*	£26.00	Weekend single room hire till 6 pm
	51 - 100	2	£20.30	3*	£28.00	3*	£30.00	
	101 - 150	2	£24.35					
	151 plus	2	£28.90					Christening - £25.50 per hour Wake - £20 per hour Bar + £60
DOREEN & OASIS		2	£7.55					
MEON, MALT, SCOUT, CM, DELME		2	£12.85					

Regular Hire Rates

ACCOMMODATION		MON to FRI		SAT		SUN		
		Min	£ per hr	Min	£ per hr	Min	£ per hr	
HALL SUITE		3	29.50	6	£ 30.50	6	£ 31.50	
MILL or GARAGE SUITE		3	24.50	6	£ 25.50	6	£ 26.50	BAR £60 (4 hrs)
		MON to FRI		SAT		SUN		
		Min	£ per hr	Min	£ per hr	Min	£ per hr	
		Hrs	£ per hr	Hrs	£ per hr	Hrs	£ per hr	
HAVEN & BARLEYCORN GARAGE & MAIN HALL	-50	2	£ 14.85	3	£ 22.50	3	£ 26.00	Weekend single room hire till 6 pm
	51 -100	2	£ 16.90	3	£ 28.00	3	£ 30.00	
	101 - 150	2	£ 19.95					
	151 plus	2	£ 24.00					
DOREEN & OASIS		2	£ 6.40					Corkage Per Adult £1
MEON, MALT, SCOUT, CTTEE, DELME		2	£ 10.60					

Affiliated Hire Rates

ACCOMMODATION		MON to FRI		SAT		SUN		
		Min	£ per hr	Min	£ per hr	Min	£ per hr	
ANY SUITE		3	24.50	3	£ 25.50	3	£ 26.50	
								BAR £60 (4 hrs)
		MON to FRI		SAT		SUN		
		Min	£ per hr	Min	£ per hr	Min	£ per hr	
		Hrs	£ per hr	Hrs	£ per hr	Hrs	£ per hr	
HAVEN & BARLEYCORN GARAGE & MAIN HALL	- 50	2	£ 11.60	3*	£ 22.50	3	£ 26.00	Weekend single room hire till 6 pm
	51 - 100	2	£ 13.75	3*	£ 28.00	3	£ 30.00	
	101 - 150	2	£ 15.90					
	151 plus	2	£ 18.95					Corkage Per Adult £1
DOREEN & OASIS		2	£ 5.30					
MEON, MALT, SCOUT, CTTEE, DELME		2	£ 8.45					

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BRITISH OKINAWAN KARATE BUGEIKAI (BOKB)

No. in group	20	No. of meetings (in a normal year)	2 per week
Objectives	To teach self-defence and traditional martial arts and weapons in an inclusive environment.		
Review of 2020	The group started back but numbers are very low.		
Plan for 2021	The group has suspended meetings until further notice.		

CJ DANCING

No. in group	20-40	No. of meetings (in a normal year)	Approx. 80
Objectives	To teach Ballroom and Latin American dancing to children and adults in a friendly and social environment within the local community.		
Review of 2020	2020 started well with very good numbers of dancers (new & existing clients), however it came to an abrupt end with a global lockdown. We managed to start again in September briefly for a number of weeks until November and again another lockdown.		
Plan for 2021	We hope to start 2021 where we left off in 2020 teaching as many people to dance as we can.		

COME DANCING

No. in group	50-70	No. of meetings (in a normal year)	13
Objectives	To raise money for the Community Centre and give people a good Saturday night with live music.		
Review of 2020	The group were unable to restart.		
Plan for 2021	To restart as soon as permitted.		

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COTTON ON SEWING WORKSHOPS

No. in group	12	No. of meetings (in a normal year)	1 per week for 48 weeks of the year
Objectives	Bring along your sewing projects and sewing machine and receive guidance throughout and improve your sewing skills at the same time. Encouraging members to not just sew all the projects but to go further develop their skills and make sustainable choices. Also trying to develop a community group and to start to do some charity work to benefit the local area and further afield.		
Review of 2020	The coronavirus impacted the group so significantly in that it couldn't run. We were able to meet for some of the spring term but then were forced to close until July. We had a good run all the way to the first week in November and then the lockdown came and we haven't been able to meet since, although we have kept in touch via Facebook. This unfortunately halted my plans to expand the group to an afternoon session. It also put paid to plans for a sustainability/recycling event that the community centre were planning to hold which I was going to be part of as a Mending Workshop.		
Plan for 2021	I absolutely intend to return to the community centre as soon as we are allowed and it is safe to do so and all my current members (plus many more since the lockdown) are extremely keen to do so too. Many friendships have been formed through the group and we all miss each other immensely. So, just for now I would just like to get back to it and hopefully, I will be able to start to develop my group as planned. I would also still like to join in with the Community Centres plans for sustainability.		

CROCHET CLUB

No. in group	4-8	No. of meetings (in a normal year)	Approx. 24 per year
Objectives	To teach individuals the craft of crochet, assisting with mindfulness and develop a community group.		
Review of 2020	Unable to restart following the lockdowns.		
Plan for 2021	The group has discontinued.		

DETERMINED TO SUCCEED

No. in group	4	No. of meetings (in a normal year)	Once per week
Objectives	To lose weight in a social environment		
Review of 2020	Unable to restart due to vulnerable group members.		
Plan for 2021	The group has discontinued.		

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FAREHAM AND DISTRICT BEEKEEPERS ASSOCIATION

No. in group	24 plus 4 tutors	No. of meetings (in a normal year)	6
Objectives	To offer to the public an 'Introduction to Bees and Beekeeping' course. The course is based on the British Beekeepers' Association (BBKA) Basic Assessment syllabus. The course comprises 10 sessions: 6 classroom evening sessions at Titchfield Community Centre and 4 practical daytime sessions at Manor Farm Country Park, where FDBKA have a training apiary.		
Review of 2020	Unable to restart.		
Plan for 2021	The group has suspended meetings until 2022.		

FAREHAM FLOWER CLUB

No. in group	100 regular plus exam candidates	No. of meetings (in a normal year)	Regular 170 per year, plus exams
Objectives	To teach people the basics in the art of flower arranging. Also to encourage people to further their skills.		

FAREHAM AND GOSPORT HOME EDUCATION GROUP

No. in group	100 regular plus exam candidates	No. of meetings (in a normal year)	Regular 170 per year, plus exams
Objectives	The aim of the Group is to provide educational opportunities and support for children and young adults, and to support parents of families who are educating their children at home. The objectives of the Group are: • To encourage home educated children and young people to participate in a wide range of activities appropriate to their age and stage of development • To assist parents in the education of children and young people • To promote the welfare and safety of young people at all times.		
Review of 2020	Covid affected our way of working considerably throughout the Feb 2020-Jan 2021 period. During the first lockdown we were unable to run our usual classroom based tutorials and the summer exams usually held at TCA were cancelled by government. However, during the second lockdown when almost all community centre activities were still not allowed to operate, TCA worked with us enabling us to run both classes and exams. We worked together to ensure that strict government safety rules were observed enabling us to operate under the Department of Education's guidance that education was allowed to continue at such venues. During times when we were unable to access the building, TCA continued to keep in touch with us; a huge help when planning our return after lockdown. They were (and still are) incredibly supportive of our group and appreciate fully the importance of the work we do enabling youngsters to learn and to take their exams.		

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Plan for 2021 Covid continues to cause difficulties in our usual way of operating classes and exams and we are aware that further changes may be needed based on whatever the government decides about lockdowns and exams in 2021.

Whatever happens, we will continue to work with TCA to ensure we observe all government rules regarding educational services within a community centre.

FAREHAM VANNES TWINNING – FRENCH CONVERSATION

No. in group	15	No. of meetings (in a normal year)	24
Objectives	To facilitate confidence in speaking French, foster an interest in France and encourage participation in Twinning visits with Vannes.		
Review of 2020	5 meetings were held at the TCC from January to 3rd March 2020. As Covid took hold 3 sessions were cancelled. Since May the Group has been meeting twice a month via Zoom. This has proved popular with the majority of members. The Group have enjoyed discussions in French on a variety of topics, which have helped to sustain our enthusiasm for France and the Twinning with Vannes in these challenging times		
Plan for 2021	The Group plans to continue holding its meetings on Zoom twice a month, whilst the possibility of resuming meetings in person will be kept under review. We have a programme of Topics for discussion up to June to ensure that we have plenty to keep our enthusiasm for France and the French language alive.		

FLEXERCISE

No. in group	18	No. of meetings (in a normal year)	2 per week
Objectives	• Provide unique, tailored classes that uplift and improve lives • Enhance the strength, mobility, posture, coordination and wellbeing of participants • Create a welcoming and inspiring environment for enjoyable exercise • Help prevent avoidable health issues and injuries by increasing and maintaining fitness • Encourage participants to improve individually according to their own ability		

HATHA YOGA

No. in group	30	No. of meetings (in a normal year)	2 Sessions on Mondays and 1 session on Wednesdays
Objectives	Students to gain an understanding of body and breath awareness through posture work and relaxation. Students to gain strength, flexibility, balance and good health. Students to gain an awareness of calming the mind.		

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INSPIRING INKIN' CARD CLUB

No. in group	15-20	No. of meetings (in a normal year)	12
Objectives	To have a fun morning making 6 stylish all occasion greetings cards using Stampin' Up! products that showcase a variety of techniques. We craft, share, laugh and learn from one another. We meet on the Friday morning that follows the first Tuesday of every month between 10am and 12 noon. No previous experience is necessary, and all materials are provided, except glue.		
Review of 2020	We started off the year well, but of course the social distancing restrictions have meant that we are unable to meet in person since April. The group is still in touch and we craft online with kits posted out. It's not the same but has kept us going through difficult times.		
Plan for 2021	As soon as social distancing restrictions are lifted, we will return to in person meetings. I am expecting this to be in the summer, we will be meeting on the 1st Friday of every month. I hope to welcome new and old members to the group where we can once again Craft and Chat with a cuppa!		

JIGSAW PRE-SCHOOL

No. in group	22 children registered at present. 5 Staff.	No. of meetings (in a normal year)	Monday – Friday, term time only, 9am – 3pm
Objectives	To provide the local community with a childcare service in a friendly environment that is safe, secure, welcoming, caring, stimulating and affordable. • To enhance the development and education of children through play, whilst promoting self-confidence and self-esteem. • To treat every child and parent/carer as an individual and provide a service that ensures equality, diversity and a sense of value. To work in partnership with parents/carers and offer a flexibility which offers each family's individual needs to be met.		

JIVEASY

No. in group	80-120	No. of meetings (in a normal year)	11
Objectives	Jiveasy is a dance company teaching Modern Jive (also known as Leroc) - an easy to learn, fun, social dance. We use the fabulous Main Hall at Titchfield to offer Friday evening social dances which are very popular with both our pupils and travelling dancers from elsewhere. Our aim is to offer social partner dancing in a safe environment to familiar dance music from the last 40 years, or so, that you would regularly hear on the radio. We offer dancing from 8pm to 11.30pm on these freestyle dance evenings.		
Review of 2020	Early in March it became clear the virus was likely to spread most virulently amongst dancers who dance close to each other, change partners, and have hand to hand contact. With a very heavy heart we had to make the decision to close Jiveasy for the foreseeable future, cancelling our Titchfield freestyle dance on the 13th March 2020 on the day and in advance of Government advice. We value the health and safety of		

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all our Dancers and our wonderful Team, and didn't want to intentionally put anyone at risk. Unfortunately, we had only been able to hold two events in the main hall at Titchfield, in January and February 2020 - both of which were a success with just under 100 dancers.

Plan for 2021 As I write this in early January it is still illegal for us to reopen, however we hope we can return to dancing as soon as it's safe. We're looking forward to returning to our usual social happy atmosphere with lots of missed dances to make up! We have made provisional bookings for the Hall from April, but time will tell....

LADIES BADMINTON

No. in group	9	No. of meetings (in a normal year)	46
Objectives	Keep active and socialise. Coffee and a chat, and a bit of exercise, and of course fun.		
Review of 2020	Last year we did manage to play up until 12th March and for 3 weeks in October, after doing a risk assessment! Who knew? When restrictions allowed us to, we met up every Thursday at 10.30am, to walk, play badminton, play croquet, and swim in our gardens, and of course coffee. We also welcomed a new lady, who also joined in our other activities.		
Plan for 2021	Looking forward to returning when we have all been vaccinated and this virus gets a kicking.		

LEAGUE OF FRIENDS OF OAKLANDS

No. in group	47	No. of meetings (in a normal year)	48
Objectives	To provide support for adults with severe and enduring mental health difficulties living in Fareham and Gosport. The Oakland's Day Centre provides a safe environment where members may participate in various activities, regaining social skills and self-confidence.		
Review of 2020	We were unable to meet from the start of the pandemic.		
Plan for 2021	We hope to return as soon as it is safe for us to do so.		

OASIS YOUTH CENTRE

No. in group	40	No. of meetings (in a normal year)	100
Objectives	To provide a safe and supportive environment for young people aged 10 to 18 years, promoting opportunities for learning and development.		
Review of 2020	Under the Covid restrictions, Oasis had to close in March 2020 and was unable to reopen throughout the remainder of the year. Some on-line meetings were arranged to keep members in contact, however, and a very successful Halloween walk was organized, involving the active participation of a number of residents and businesses.		

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Some detached work is also being undertaken by staff from Y Services, to support young people in the village.

Plan for 2021 It is intended to resume normal youth club activities as soon as possible.

PERFORM

No. in group	66	No. of meetings (in a normal year)	3 x hourly classes per week. Approx 10-13 weeks per term
Objectives	Building children's confidence and social skills through drama, dance and singing.		
Review of 2020	The group started meeting at the centre but were unable to continue after the lockdowns.		
Plan for 2021	The group have suspended meeting at Titchfield Community Centre for now but hope to return in the future.		

PHOENIX POETRY

No. in group	10	No. of meetings (in a normal year)	12
Objectives	To promote the composition and reading of poetry. To offer constructive appraisal of our work. To discuss issues and points of interest that arise from our poetry.		
Review of 2020	We met only in January and February.		
Plan for 2021	We really do hope to resume as soon as members feel confident to mix socially once more.. This may be September or hopefully sooner if the vaccine is swiftly distributed.		

REDS DANCING

No. in group	Approx.. 35	No. of meetings (in a normal year)	2 per week
Objectives	Teaching young children/teens freestyle dancing (slow, fast, street, rock and roll).		

SOLENT U3A BRIDGE CLUB

No. in group	Approx.. 40	No. of meetings (in a normal year)	Twice-monthly
Objectives	To run duplicate sessions of Bridge which is open to all members of the U3A from those who might wish to improve their game or who just enjoy a game of bridge in a non-stressful, friendly atmosphere.		

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SOLENT U3A TRUST

No. in group	12	No. of meetings (in a normal year)	8
Objectives	Use of room at Community Centre for committee meetings.		
Review of 2020	Nothing to report.		
Plan for 2021	Our intention is to continue to use the committee room for our meetings, as in previous years, when the restrictions are eased and allow us to safely return.		

SOLENT STITCHERS

No. in group	55	No. of meetings (in a normal year)	1 Quilt Show every two years
Objectives	To promote all forms of patchwork, quilting and other needlework		
Review of 2020	We were of course unable to hold our Quilt Show in 2020.		
Plan for 2021	We hope to run the Quilt Show in late 2021 or (more likely) early 2022.		

SLIMMING WORLD

SATURDAY GROUP

No. in group	80-100	No. of meetings (in a normal year)	52
Objectives	Weight loss organisation. To help support and inspire members to achieve an all-round healthy lifestyle		
Review of 2020	The year got off to a bumper start welcoming 47 new members in January. As we entered February members were starting to get concerned around the virus and we put precautions in place to protect members as best we could with the knowledge we had at the time. By the middle of March Slimming World head office made the tough decision to close all live groups and move us to a virtual service. At all times we put the safety of our members first. We continued through the year and into the summer with a virtual service, looking forward to the day we would eventually be able to return to the centre. Mary-Kate kept us informed and up to date on the restrictions and advised us of when it was felt safe for us to return. By mid August we were back in group with very strict protocols in place. Around 70% of the membership returned to real life groups and 30% chose to remain virtual. With social distancing, one way systems and rigorous cleaning regimes we were able to provide a service in the safest way possible until further lockdown restrictions were put in place. Overall, like so many organisations, it's been a tough year, membership numbers have fallen significantly. We are battling through difficult times and holding onto the time we can return to real life groups.		
Plan for 2021	Once safe to do so we intend to return to the centre on a Saturday morning. Due to the decrease in membership numbers we may need to scale back the service we provide so we can rebuild and strengthen the group. With appropriate risk		

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assessments in place I feel confident we can return to the centre and in time rebuild our group.

TUESDAY GROUP:

No. in group	90 - 130 weekly members	No. of meetings (in a normal year)	52
Objectives	Weight loss organisation. To help support and inspire members to achieve an all-round healthy lifestyle		

TACT (TITCHFIELD ARTS AND COMMUNITY THEATRE)

No. in group	26	No. of meetings (in a normal year)	4
Objectives	To stage a public show annually during the Winter months. · To engage with and entertain members of the public who pay to attend the annual show. · To raise money for local charities. · To hold an annual meeting and play reading for current TACT participants.		
Review of 2020	We were fortunate to be able to stage 4 performances of our annual review in late February, early March 2020, just before everyone locked down. We had an audience of 340 over the 4 performances. As ever the feedback was very positive and the afternoon/evenings enjoyed by all who attended and those on stage. We raised £3,814 gross (before expenses) and donated to various local charities, including funding the costs of a mobile phone for our voluntary Titchfield Covid Support Group. We donated 70% of our net profit to Titchfield Community Centre and thank them for their flexibility and support in the run up to, and during, our show weekend. We maintain a minimum float to stage future shows and ensure we can give to local charities when their appeal is urgent. We were also not able to hold our summer AGM.		
Plan for 2021	Sadly, we shall not be able to stage our 2021 TACT performance due to lockdown, but we do have plenty of material to start rehearsing, and hope to be safely back at Titchfield Community Centre and put on our Show in spring 2022.		

TAI CHI

No. in group	15	No. of meetings (in a normal year)	Weekly
Objectives	To offer Tai Chi as a means of general health, balance, relaxation and focus to the general public.		
Review of 2020	With Covid-19, the classes had to stop during lockdowns. We adhered to government advice by practicing in very small groups outside as appropriate. We returned to the hall briefly, which was a huge relief to many participants. We also offer online classes at (facebook) Tai Chi Andrew.		
Plan for 2021	We will continue as guided. The facebook and zoom options are a current alternative, until we can return to the centre.		

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TEA DANCE

No. in group	50	No. of meetings (in a normal year)	50
Objectives	To raise money for the community centre and give so many people a lot of enjoyment. Have a chat and a cup of tea, and of course, dancing.		
Review of 2020	We were only able to hold a few dances in 2020 and not permitted to return after the lockdowns were lifted.		
Plan for 2021	To return to dancing and raising money for the centre as soon as we are permitted.		

THE LINDY CLUB/SUGAR PUSH TEA DANCE

No. in group	20-30 in classes 30-40 in workshops 80-100 at dances 100-150 at events	No. of meetings (in a normal year)	Weekly classes 3 full weekend workshops 4 SugarPush dances 4-6 day workshops
Objectives	To provide high standard Lindy Hop classes and social dances for the local Lindy Hop scene and to keep increasing the community.		
Review of 2020	Sadly, the virus has impacted our group extremely hard last year due to the nature of social dancing. We were able to run our weekly classes up until March along with a weekend event and a couple of social dances over those first few months until we were locked down. After the lockdown we were only able to run 2 weekend workshop days since the demand for dancing had dropped as people need a partner to participate and most of our dancers are not couples so rely on the class rotating in order to dance with different people who also attend on their own.		
Plan for 2021	Our plan for this year is to restart classes as soon as it is possible. We will most likely start with workshops again while the numbers grow and to get people back into their dancing. As soon as it is possible to run social dances again, we will be booking in regular slots as in previous years along with our annual weekend events.		

THE ARTS SOCIETY SOLENT

No. in group	261	No. of meetings (in a normal year)	11
Objectives	The Arts Society offers enjoyable opportunities to discover and support the arts of yesterday, today and tomorrow within South East Hampshire. We provide monthly lectures, given by accredited lecturers sharing their specialist knowledge about all aspects of art including design, architecture and music. In addition, there are more in depth Special Interest Days, visits to country houses, castles and major art exhibitions as well as overnight visits to historical cities and towns. Support in art is given to local schools.		
Review of 2020	Due to the global pandemic we held 2 meetings in January & February in person. We were also able to hold our annual ArtsFest in February where we showcase members works of art and on hindsight we were very fortunate to be able to do this. Although we met as a committee via Zoom from April to July no meetings with members were held. We held our AGM online in July which was very successful. In		

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September we commenced meetings via Zoom and this has been supported by the membership.

Plan for 2021 To continue meeting via Zoom and will wait for Government guidelines on when we can meet again at TCC. We are hoping to conduct visits and Study Days via Zoom in the coming months. In the meantime we pay TCC a retainer.

TITCHFIELD ABBEY W I

No. in group	75	No. of meetings (in a normal year)	11
Objectives	To uphold the objectives of the WI to inspire women to gain knowledge, experience and skills.		
Review of 2020	Unfortunately for most of 2020 Titchfield Abbey WI has been unable to meet. This restriction due to the Pandemic, Government rules, closure of Titchfield Community Centre and also the age and size of the group. Communication has been upkept by a weekly newsletter via email or post to all members from the President Maureen Levenson.		
Plan for 2021	Titchfield Abbey WI would like to resume meetings at the Centre as soon as it is viable and safe to do so, with an interesting programme for members as well as outings and workshops.		

TITCHFIELD ART & CRAFT SHOW

No. in group	8	No. of meetings (in a normal year)	6, plus 3-day event
Objectives	To raise funds for Titchfield Community Centre and Local Charities that are important to the local community and Titchfield.		
Review of 2020	The show was unable to go ahead in 2020.		
Plan for 2021	To run a show at the end of 2021 if restrictions allow.		

TITCHFIELD AUCTION

No. in group	150	No. of meetings (in a normal year)	50
Objectives	To run a weekly auction, selling antiques, furniture, collectibles, jewellery, medals, household items and more. Anyone is free to sell their items. We have been running since 1996.		
Review of 2020	Prior to and following lockdown, we were able to run 19 auctions in total in 2020. This was of course in line with government guidelines and in accordance with the Community Centre's risk assessment.		
Plan for 2021	We hope to get back to running a regular weekly auction at the Community Centre as soon as it is safe to do so.		

APPENDIX 2

TITCHFIELD BRIDGE CLUB

No. in group	84	No. of meetings (in a normal year)	Twice a week
Objectives	Keep promoting the game of Bridge in a friendly and welcoming atmosphere.		

TITCHFIELD HISTORY SOCIETY

No. in group	80	No. of meetings (in a normal year)	9
Objectives	The Society provides talks at monthly meetings (September to May) on a variety of historical subjects. We also research the history of Titchfield and its environs, and publish a series of books derived from the research. We arrange a Summer outing to a place of historical interest, and hold a Summer evening picnic, usually at the ancient Abbey. We have a website and a Facebook page providing information about our activities, and maintain an archive of historical material relating to the village.		

TITCHFIELD INDOOR BOWLING CLUB

No. in group	40	No. of meetings (in a normal year)	25
Objectives	Maintain social contact and club activities for members of the Titchfield Old English Bowling Club throughout the winter months through the medium of short mat bowling.		

TITCHFIELD LUNCH CLUB

No. in group	50	No. of meetings (in a normal year)	50
Objectives	To create a community event for the elderly and lonely.		
Review of 2020	Our members have missed the lunch club tremendously, as for many it is the only social activity of their week. We have made efforts to remain in touch by phone. We have sadly suffered one bereavement this year.		
Plan for 2021	We dearly hope to return to the Centre in 2021.		

TITCHFIELD VILLAGE TRUST

No. in group	150	No. of meetings (in a normal year)	9
Objectives	The Titchfield Village Trust has been established for the public benefit and is a group of likeminded local residents who are keen to:		
	1.Promote high standards of planning and architecture in the village of Titchfield and its immediate surroundings.		

APPENDIX 2

2. Educate the public in the geography, history, natural history and architecture of the village.

3. Assist towards the preservation, protection, development and improvement of features, which are of historical or public interest in the village and the immediate surrounding area.

4. To act as a co-ordinating body and facilitator with local authorities and all other statutory groups, voluntary organisations, charities and persons having aims that are similar to those of the Trust.

5 The provision and maintenance of a village hall for the use of the inhabitants of the village.

WORDWRIGHTS

No. in group	10	No. of meetings (in a normal year)	21
Objectives	- To provide a forum for writers of poetry and prose. - To encourage and support members to grow as writers. - To initiate activities to enhance our writing experiences.		

1ST TITCHFIELD SEA SCOUTS

No. in group	84	No. of meetings (in a normal year)	118
Objectives	To offer a wide variety of experiences and activities, in a fun, safe and supportive environment, allowing children and young people aged 6-14 to develop as individuals through the Scouting movement. As we are a Sea Scout Group we also spend a lot of time on the water taking part in sailing, Kayaking and Canoeing.		
Review of 2020	As is the case for everyone 2020 has been a challenging year for 1st Titchfield Seascout Group. Before the first lockdown commenced on the 16th of March the Scout Group managed to attend 24 sessions at the Community Centre. We managed to run some activities for the young people online over Zoom for the remainder of the year but we are all looking forward to getting back to face to face activities at the Community Centre.		
Plan for 2021	As and when we are allowed back to face to face activities we look forward to taking part in socially distanced activities again. Due to the size of the room that we currently use we would like to book the garage when it is available for socially distanced activities and games. We are also very grateful for the offer of the outside growing area which has been offered to us and look forward to working on it.		