

REGISTERED CHARITY NUMBER
1117362

REGISTERED COMPANY NUMBER
05971309

Great Ashby Community Centre
Report and Accounts

28 February 2022

Great Ashby Community Centre Management Association
Report and accounts
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Great Ashby Community Centre Management Association Company Information

Directors

J Szulikowski (Chair)
L Brockhurst
N Glazebrook
S Robinson
A Brockhurst
E Doughty

Secretary

N Glazebrook

Accountants

Hargreaves Owen Ltd
Red Sky House
Fairclough Hall
Halls Green
Herts
SG4 7DP

Bankers

CAF Bank
25 Kings Hill Avenue
West Malling
Kent
ME19 4TA

Registered office

Great Ashby Community Centre
Whitehorse Lane
Great Ashby
Stevenage
Herts
SG1 6NH

Charity number

1117362

Company number

05971309

REPORT OF THE TRUSTEES FOR THE PERIOD 1st MARCH 2021 TO 28th FEBRUARY 2022

The Trustees present their annual report and accounts for the year ending 28th February 2022.

The Board of Trustees are satisfied with the performance of the charity during the year and the position at 28th February 2022 and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations.

NAME, REGISTERED OFFICE AND CONSTITUTION OF THE CHARITY

The full name of the charity is Great Ashby Community Centre Management Association.

The legal registration details are:

The Registered Office is:	Great Ashby Community Centre, Whitehorse Lane, Stevenage, SG1 6NH
Charity Registration Number:	1117362
The telephone number is:	01438 365392

OBJECTIVES AND ACTIVITIES OF THE CHARITY

The Objectives of the Great Ashby Community Centre Management Association are:

- To benefit the inhabitants of Great Ashby by providing multi-purpose facilities for recreational and leisure activities;
- To engage with the local authorities, voluntary organisations and other bodies and organisations through the Community Centre for the benefit and further enhancement of the local community;
- To promote the welfare and interests of the Great Ashby community through the Centre and its communication channels.

SUMMARY OF THE MAIN ACTIVITIES OF THE CHARITY IN RELATION TO ITS OBJECTIVES

The Great Ashby Community Centre continues to be a successful and well sought-after facility in the Stevenage area. Its revenue contributes to the overall running costs of the Centre. Although run as a not-for-profit organisation, we have to generate enough income to ensure sustainability of the Community Centre. We do have to pursue additional funds for specific needs as they arise and/or determine.

a Fund Raising

It is still part of our current business plan to hold fundraising events that not only add value to community life but could also contribute to the running costs of the Community Centre. During the year, we held two community Book Swaps, free events where members of the Great Ashby community and further afield donate and collect books. We were able to raise funds through sales of refreshments.

b Communication

Online - The centre has a dedicated website which provides information on the centre to the community, including details of the facilities available and the clubs and classes that take place in the centre. The Community Centre has an active Facebook page.

Community newsletter – We have decided to cease production of the newsletter to support sustainability and best use of financial resources. Users of the centre are predominantly accessing information via our website and Facebook pages.

c Facilities

The Centre continues to be an extremely popular choice for regular hirers and one off occasions. Since the closing of Circles during Covid, the space has been converted into a third hall for hire and is proving to be popular.

A wide range of groups and activities use the centre on a regular basis including: A preschool (8 sessions per week), children's educational classes, a number of different children's dance classes, a children's music class, Girl Guiding (Rainbows, Brownies and Guides), baby groups, slimming clubs, a choir, the Women's Institute, a dog obedience class, Great Ashby Community Council, Great Ashby Community Church and sports and exercise classes and clubs including Yoga, Karate and Pilates

SUMMARY OF THE MAIN ACTIVITIES OF THE CHARITY IN RELATION TO MAINTENANCE AND IMPROVEMENT OF ITS FACILITIES

The main building is now twenty one years old (built in 2001, opened in 2003) and still in good repair. The extension (Hall 2, Chaplaincy, toilets and storage room) are in very good repair. Since the closing of Circles during Covid, the space has been converted into a third hall for hire and been redecorated this year. We endeavour to keep the centre well maintained and managed.

a. Maintenance

The centre continued to be cleaned by The Good Cleaning Company and the management committee was satisfied with the contractor's performance. GACCMA keep the garden borders around the front of the building and the side and back gardens, which are covered in artificial grass, tidy during their periodic Trustee Days.

b Repairs and Alterations

Routine minor maintenance was carried out as needed. Old kitchen fittings were removed from Hall 3 to create a larger, more versatile space.

c Future plans to improve facilities

We plan to add a kitchenette to Hall 3, to create a self-contained space, where users can make and serve hot and cold drinks, that will appeal to a broader range of hirers.

We are continuing to move forward with a digital strategy of enhancing our Broadband, CCTV, alarm and booking systems to enable monitoring to be fully remote via internet/mobile.

We will also be looking to improve the cosmetic appearance of the toilets in the main building and the reception area.

The main kitchen is now showing some signs of wear and tear. We have plans to investigate the costs of upgrading the kitchen to include a fully accessible kitchen; which would make us the first and only centre locally to be fully accessible to all users.

We have plans to replace signage throughout the centre to aid users with navigating the centre with ease.

OTHER ACTIVITIES

Membership

GACCMA are members of North Herts Centre for Voluntary Service.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Great Ashby Community Centre Management Association (GACCMA) was legally formed as a limited registered company in October 2006. We were awarded charitable status in December 2006. On 1st May 2007, we officially became lease holders, taking over responsibility from NHDC and began full operation.

The Trustees during the period covered by this report were:

Andrew Brockhurst
Lindsey Brockhurst
Elliot Doughty
Natasha Glazebrook
Sarah Robinson
Joanne Szulikowski

The management committee at the end of the reporting period was:

Directors: Joanne Szulikowski (Chair)
Lindsey Brockhurst
Andrew Brockhurst
Elliot Doughty
Natasha Glazebrook
Sarah Robinson

The Company being limited by guarantee, there are no directors' interest in share capital. Directors are appointed at the AGM; each year one-third of the directors must retire. The directors to retire are those that have been in office the longest. A retiring director shall be eligible for re-election. Any person may be co-opted to fill a casual vacancy or to add to the number of directors and shall retain office until the next Annual General Meeting, when they shall be eligible for re-election.

All the directors of the company are also trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Act.

The directors are members of the company.

The Directors of the Company have no interest in any contract with the Company nor do they receive any remuneration for their service or personal expenses.

FINANCIAL REVIEW & FINANCIAL STATEMENTS

a Reserve Policy

We recognise that reserves must be kept at a reasonable level in relation to the overall turnover of the organisation.

Costs of an ongoing nature for the 12 months to 28 February 2022 are:

Pay costs	£18600
Utilities – Gas, Water Electricity	£5200
Refuse collection	£1900
Building Cleaning Labour & Supplies	£10300
Insurance & Security	£2700
Permits & Licences	£680
Printing and Reproduction	£140
Communications	£1700
Bank. Accounting, Audit Costs	£980
Building Maintenance & Repair	£4600
	<u>£46800</u>

TOTAL RESERVE (6 Months)	£23400
(Minimum total required for 3 months)	(£11700)

Notes to Reserve Policy

- i) Based on 50% of expenses recorded in GACCMA profit and loss for year 2021-22.
- ii) The analysis is based on the assumption that any legal costs incurred in the closure of the Centre would be met directly by North Hertfordshire District Council.

b Risk Policy

Both the Risk Register and the Business Continuity Plan for the Community Centre's operation in the event of an emergency remained current but will be reviewed in 2022-23.

c Investment Powers

The Board has power to invest funds not immediately required for operational purposes in such concerns, securities or properties as it thinks fit, subject to any restrictions within the Memorandum and Articles of Association.

AVAILABILITY AND ADEQUACY OF ASSETS OF EACH OF THE FUNDS

At 28th February 2022 there are no funds invested in securities or properties.

d Transactions and Financial Position

The financial statements are set out later in this document. The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting standard for Smaller Entities published on 16 July 2014.

As stated in the introduction to this report, the trustees consider the financial performance by the charity during the year to have been satisfactory.

The Statement of Financial Activities show net incoming resources for the year of a revenue nature of £33398 and net realised incoming resources of a capital nature of £nil, making net overall realised incoming resources of £33398. The total reserves at the year-end after accounting for unrealised losses after revaluing investments of £nil stand at £57274.

A majority of the expenditure is spent on management and administration.

e Specific changes in fixed assets

There were no additions to Fixed Assets in the year to 28 February 2022.

f Share Capital

The company is limited by guarantee and therefore has no share capital.

g Compliance

Charity Law and the Companies Acts require the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent.
- prepare the financial statements on the going concern basis unless, it is inappropriate to presume that the charity continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the auditors in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

h Method of preparation of accounts

The trustees, in their capacity as directors, state that the accounts have been prepared in accordance with the special provisions in Part 15 of the Companies Act 2006 relating to small companies.

CONCLUSION

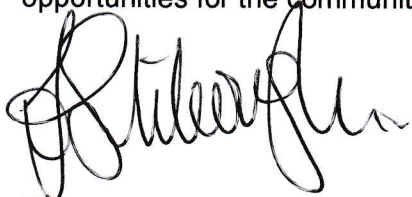
The Trustees and Directors are pleased to report another successful year and continued financial strength after Covid 19.

The Community Centre continues to be heavily used for a wide range of children's and young people's activities and has seen increasing demand by a broader range of age groups. Sport, health, fitness clubs and classes continue to provide a strong range of activities to the community. There continues to be steady demand for our ad hoc events, such as private family parties.

The Bunnies Pre-school, who hire the centre five mornings and three afternoons per week, are our biggest hirers and provide us with consistent income.

We continue to receive support from North Herts District Council to support ongoing maintenance, which is very much appreciated.

Looking ahead, GACCMA intends on continuing the refurbishment of the centre as it reaches its 21 year anniversary, as well as run events to generate income and offer opportunities for the community to meet and socialise.



Trustee, Director & Chair
On behalf of the Trustees & Directors

Great Ashby Community Centre Management Association
Great Ashby Community Centre
Whitehorse Lane
Stevenage
SG1 6NH

Independent examiner's report to the trustees of Great Ashby Community Centre Management Association

I report on the accounts of the charity for the year ended 28 February 2022, which are set out on pages 11 to 21.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

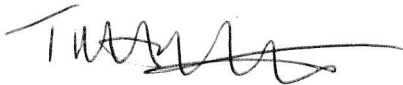
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Trina Haggerty
Hargreaves Owen Ltd
Chartered Certified Accountants
Red Sky House
Fairclough Hall
Halls Green
Weston
Herts
SG4 7DP

The date upon which my opinion is expressed is: 27th October 2022

Great Ashby Community Centre Management Association
Statement of Financial Activities
for the year ended 28 February 2022

	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
Notes	2022 £	2022 £	2022 £	2021 £
Incoming resources				
<i>Incoming resources from generated funds</i>				
Voluntary Income	21,578	-	21,578	26,692
Activities for generating funds	59,217	-	59,217	23,624
<i>Other Incoming Resources</i>	-	-	-	-
Total incoming resources	80,797	-	80,797	50,316
<i>Costs of generating funds</i>				
Costs of generating voluntary income	-	-	-	-
<i>Costs of charitable activities</i>	46,547	-	46,547	65,094
<i>Governance costs</i>	852	-	852	852
Total resources expended	47,399	-	47,399	65,946
Net (outgoing) / incoming resources before transfers between funds	33,398	-	33,398	(15,630)
Gross transfers between funds	-	-	-	-
Net (outgoing) / incoming resources before Other recognised gains and losses	33,398	-	33,398	(15,630)
Net movement in funds	33,398	-	33,398	(15,630)
Reconciliation of funds				
<i>Total funds brought forward</i>	21,226	2,650	23,876	39,506
Total Funds carried forward	54,624	2,650	57,274	23,876

The net movement in funds referred to above is the net outgoing resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commission for England & Wales and is reconciled to the total funds as shown in the Balance Sheet on page 12 as required by the said statement.

All activities derive from continuing operations

The notes on pages 13 to 21 form an integral part of these accounts.

Great Ashby Community Centre Management Association
Balance Sheet
as at 28 February 2022

	Notes	2022	2021 £
The assets and liabilities of the charity :			
Fixed assets			
Tangible assets	7	-	-
Total fixed assets		-	-
Current assets			
Debtors	8	5,185	2,493
Cash at bank and in hand		54,495	26,306
Total current assets		<u>59,680</u>	<u>28,799</u>
Creditors:-			
amounts due within one year	9	(2,406)	(4,923)
Net current assets		57,274	23,876
Total assets less current liabilities		<u>57,274</u>	<u>23,876</u>
Net assets including pension asset / liability		<u>57,274</u>	<u>23,876</u>
The funds of the charity :			
Unrestricted income funds			
Unrestricted revenue accumulated funds		54,624	21,226
Total unrestricted funds		54,624	21,226
Restricted income funds			
Restricted revenue accumulated funds		2,650	2,650
Restricted capital funds			
Total restricted funds		2,650	2,650
Total charity funds		<u>57,274</u>	<u>23,876</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 28 February 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 28 February 2022 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).


L Brockhurst
Trustee

Approved by the board of trustees on: 10/11/2022

The notes on pages 13 to 21 form an integral part of these accounts.

Great Ashby Community Centre Management Association
Notes to the Accounts
for the year ended 28 February 2022

1 Accounting policies

Basis of preparation of the accounts

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 for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The particular accounting policies adopted are set out below.

Accounting convention

The financial statements are prepared on a going concern basis, under the historical cost convention as modified by the revaluation of freehold land and buildings and fixed asset investments.

The charity is entirely dependent on continuing grant aid and as a consequence the going concern basis is also dependent on the continuing grant aid.

Transition to FRS102

No restatement of items has been required in making the transition to FRS 102. The transition date was 1 March 2016.

Incoming Resources

Incoming resources are accounted for on a receivable basis deferred as described below where appropriate.

Investment Income

Bank Interest received is included on an actual receipts basis.

Recognition of liabilities

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the Statement of Recommended Practice for Accounting and Reporting (revised June 2008) issued by the Charity Commissioners for England & Wales.

Fixed assets and depreciation

All tangible fixed assets are stated at cost less depreciation.

Depreciation has been provided at the following rates in order to write off the assets (less their estimated residual value) over their estimated useful economic lives.

All assets 25% straight line

Great Ashby Community Centre Management Association
Notes to the Accounts
for the year ended 28 February 2022

Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company, and is therefore included in the relevant costs in the Statement of Financial Activities

Funds structure policy

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

There is no formal policy of transfer between funds or on the allocation of funds to designated funds, other than that described above.

Any other proposed transfer between funds would be considered on the particular circumstances.

2 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

3 Surplus for the financial year

	2022	2021
	£	£
This is stated after crediting :-		
Revenue from ordinary activities	80,797	50,316
and after charging:-		
Depreciation of owned fixed assets	-	703
Reporting Accountant's fees	852	852

Funds belonging to the charity have not been used for the purchase of insurance to protect the charity from loss arising from the neglect or defaults of its trustees, employees or agents, or to indemnify its trustees, employees or agents, against the consequences of any neglect or default on their part.

4 Statement that no expenses were paid to trustees or connected persons

No expenses were paid to trustees or persons connected with them.

Great Ashby Community Centre Management Association
Notes to the Accounts
for the year ended 28 February 2022

5 Analysis of support costs

An analysis of support costs by activity (Appendix 2) is included in the detailed schedule to the Statement of Financial Activities.

6 Staff Costs and Emoluments	2022	2021
	£	£
Gross Salaries	17,279	17,481

Numbers of full time employees or full time equivalents	2022	2021
Engaged on charitable activities	1	1

There were no fees or other remuneration paid to the trustees

There were no employees with emoluments in excess of £60,000 per annum

7 Tangible functional fixed assets

	Plant, Machinery & Vehicles £
Asset cost, valuation or revalued amount	
At 1 March 2021	40,533
Additions	-
Disposals	-
At 28 February 2022	<u>40,533</u>
Accumulated depreciation and impairment provisions	
At 1 March 2021	40,533
Eliminated on disposals	-
Charge for the year	-
At 28 February 2022	<u>40,533</u>
Net book value	
At 28 February 2022	<u>-</u>
At 29 February 2021	<u>-</u>

All assets are used for direct charitable purposes and there are no inalienable or heritage assets

8 Debtors	2022	2021
	£	£
Trade debtors	4,685	2,493
Other Debtors	250	-
	<u>5,185</u>	<u>2,493</u>

Great Ashby Community Centre Management Association
Notes to the Accounts
for the year ended 28 February 2022

9 Creditors: amounts falling due within one year	2022	2021
	£	£
Trade creditors	1,554	3,221
Accrued expenses	852	1,702
	<u>2,406</u>	<u>4,923</u>

10 Analysis of the Net Movement in Funds	2022	2021
	£	£
Net movement in funds from Statement of Financial Activities	33,398	(15,630)

The net resources applied on functional fixed assets represents the cost of additions.

11 Particulars of Individual Funds and analysis of assets and liabilities representing funds	Unrestricted	Designated	Restricted	Total
At 28 February 2022	funds	funds	funds	Funds
	£	£	£	£
Tangible Fixed Assets	-	-	-	-
Current Assets	57,030	-	2,650	59,680
Current Liabilities	(2,406)	-	-	(2,406)
	<u>54,624</u>	<u>-</u>	<u>2,650</u>	<u>57,274</u>
	£	£	£	£
At 1 March 2021	Unrestricted	Designated	Restricted	Total
	funds	funds	funds	Funds
Tangible Fixed Assets	-	-	-	-
Current Assets	26,149	-	2,650	28,799
Current Liabilities	(4,923)	-	-	(4,923)
	<u>21,226</u>	<u>-</u>	<u>2,650</u>	<u>23,876</u>
	Funds at	Movements	Transfers	Funds at
	2021	in	Between	2022
	£	as below	£	£
		£		
Fun Day	2,650	-	-	2,650
Unrestricted	21,226	33,398	-	54,624
	<u>23,876</u>	<u>33,398</u>	<u>-</u>	<u>57,274</u>

Great Ashby Community Centre Management Association
Notes to the Accounts
for the year ended 28 February 2022

12 Endowment Funds

The charity had no endowment funds in the year ended 28th February 2022 or in the year ended 28th February 2021.

13 Share Capital

The charity is incorporated under the Companies Act 2006 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter

There are 7 members of the company (2021 - 7 members)

Great Ashby Community Centre Management Association
Appendix 2

Analysis of Total Support Costs by Activity
for the year ended 28 February 2022

Nature of support costs	Fundraising	Other Activities	2022 Total	2021 Total
	£	£	£	£
Management	46,547	-	46,547	65,094
Finance	852		852	852
Total support costs analysed by activity	47,399	-	47,399	65,946

Great Ashby Community Centre Management Association
Appendix 2

**Analysis of Total Support Costs by Activity
for the year ended 28 February 2022**

Nature of support costs	Fundraising	Other Activities	2022 Total	2021 Total
	£	£	£	£
Management	46,547	-	46,547	65,094
Finance	852		852	852
Total support costs analysed by activity	47,399	-	47,399	65,946