



**Bearwood Community Centre
Association
Registered Charity No. 1118753**

16th Annual Report 2022

Management Committee

Chair	Natalie Pilcher (12 th May 2022)
Vice chair	Celia Mitchener (12 th May 2022)
Treasurer	Sharon Raymond (until end of 2022)
Secretary	Olina Redford
Membership Secretary	VACANT
Trustees	Les Fountain
	Sophie Ireland
	Stephen Ireland
	Gary Mason
	Anne Moira Clark
	Jennifer Casadio
Centre Manager	Lynn Rowe
Minutes Secretary	Lesley Scotter
BCP Council Rep	Cllr Richard Burton

The Bearwood Community Centre Association Management Committee is responsible for the Community Centre building under the terms of a lease with BCP Council This entails:

- the day to day running of the centre
- managing the Association's finances and administration
- a continuing programme of works to maintain and improve the physical condition of the premises
- continuing to make the Centre more accessible and engaged with the local community

The Chair and Vice Chair continued their roles as of voted on May 2022. Its pleasing to be able to get people for these voluntary roles. As with the trustees and other committee jobs, we wouldn't be able to run properly without them, so we are very grateful for your time and commitment. We are always looking to recruit new trustees and volunteers to assist in the running and management of the centre.

The Centre's staff are a Centre Manager, responsible for bookings and the general management of the centre as well as the relationships with all the groups using the premises and a cleaner, both are part-time roles.

The following pages of this report detail the main areas of activity during 2023. The major achievements in 2023 have been to:

- Mcmillan coffee Morning – September 2023
- Children in Need 24 November 2023 £192.08
- Bathrooms in the bridge Completed
- continue to work in partnership and rebuilt relations with the Bearwood Social Club (BSC)
- Easter event- raised 111.79, a lot of good feedback
- Summer fun day
- Community fun day 354.84
- Successful Autumn party with amazing feedback

There is still potential for the Centre to grow and develop further and a lot of desire and need within the area for even better facilities, activities, and events to meet the needs of the Community, whose ages range from Toddlers to the Senior members.

The Centre started a community coffee to reach and engage with the local community. It started a warm space and quickly grew to an extremely popular gathering and welcoming event

We wish to continue growing the community around the centre and more interaction with everyone in the area.

Activities at the centre and involvement with the community

The centre really is the heart of the community with a variety of groups for all ages, including dance classes for children, adults & seniors, plus a range of fitness groups, Martial Arts, Cheerleading, Yoga & Pilates,

There is music from the Ukulele rebels, Dog training and model trains, philosophy in Wessex.

It's lovely to have groups who support each other such as our happy seniors meeting each week for tea and bingo & AA.

Working with charities such as U3A meeting termly for badminton, short mat bowls and Genealogy and Brendoncare have a Kurling group & AGE UK.

The community coffee morning on Fridays has become a huge success this last year now offering soft play alongside it.

The centre is regularly busy with sometimes up to three birthday parties on a weekend plus baby showers, with always glowing comments and return visits.

The youth club is a huge part of the centre. Our youth leader Lol and her team really are amazing, it is wonderful to see it thriving.

Also, regular training groups attending the centre weekly.

Thank you to all our hirers for helping to make the centre the friendly, inviting place it is.

Administration of the Association and the Community Centre

A key part of this activity is to efficiently manage the administration of the centre to support its continuing growth and to meet the various demands placed on the Centre as a public venue and as a Registered Charity.

Management Committee & Trustees

The Management Committee also act as the Trustees of the Association.

Membership

The annual membership fee for 2022 is £5 and comprises mainly of 40 members who hire facilities at the Centre. Whilst the Social Club now has a separate membership, they continue to contribute £5 per member to the Community Centre.

Organisation Structure and Constitution

The Association is an unincorporated association and Registered Charity no. 1118753 as of April 2007. The Association operates in accordance with our revised Constitution which was approved by members at the AGM in April 2006.

Engagement with supporting organisations

The BCCA is conscious that it will not be able to achieve the long term aims without the active involvement and support of a range of agencies that advise, guide, and facilitate any development. To this end the Association are actively engaged with various departments at BCP Council as well as Community Action Network (CAN). Membership of CAN has continued to access all the advice and support needed for the management of an active public building.

Licensing

Throughout the year the Centre has been licensed with the local authority to offer all forms of regulated entertainment in the Community Centre. The Community Centre does not hold an alcohol licence, feeling that it is sufficient for this to be restricted to the Social Club, however it is registered with the local authority as a food business able to serve tea, coffee, drinks and snacks in the lounge and youth centre.

Lease

BCCA agreed and signed a 35-year lease on the building in March 2007. We have a good working relationship with BCP Council to ensure both parties are abiding by the terms of the lease and fulfilling the necessary requirements for the maintenance and upkeep of the building.

Insurance cover

Insurance cover for the premises, contents and liabilities has been in effect throughout the year for both the Community Centre and Social Club parts of the building, including Public Liability cover of £10m as required by the Council's lease. Review of our insurance our cover was carried out and is in place until May 2022, It was Decided to insure with Ecclesiastical from May 2022.

Policies

The Association currently has a Smoking Policy, Environmental Policy, Equal Opportunities Policy and Expenditure Policy. Further policies will be agreed as required.

Relationship with Bearwood Social Club

We continue to keep in constant contact with the Social Club.

Meeting our legal obligations

The Management Committee are aware of their responsibilities in running the centre in compliance with the wide range of laws and regulations influencing the Association's activities, including Charity Law, Licensing Regulations, Health and Safety Law, Fire Safety, Environmental Health, building regulations, the Disability Discrimination Act and Data Protection Act. Compliance with these laws and regulations has influenced the Committee's discussions and decisions throughout the year and have sought assistance from CAN, the BCP Council and other bodies where necessary.

The committee is conscious that the need for legal advice and guidance will be ongoing and will take this up when required.

All these activities have been essential for ensuring the proper and transparent governance of the Association in support of their position as a registered charity.

Banking Issues

Banking issues have now been resolved and Jenna and Nichole both have access to the bank.

Community Involvement

The Association continues to make our premises available for charity fundraising events which are of interest to members and residents.

Vision for the future

Our vision is of creating a vibrant and active Community Centre of which the residents of Bearwood can be proud.

There is still great potential for delivering improved community facilities and activities which meet the needs of the people of Bearwood, but this has not stopped us setting our sights higher and we continue to consider how to expand what we do in order that more people can benefit from a first-class community facility.

The achievements over the past sixteen years have provided the basis for achieving this vision and combined with our plans for future development and the significant investment we are continuing to make, this will position Bearwood Community Centre to be a valuable and beneficial resource for the Bearwood community and a place of which we can all be proud.

Finances – Treasurers Report

2023 has been a great year for the Association. We have changed to an accounting system 'Sage' which helps to keep things flowing and get up to date real time information for the accounts at the click of a button. The auditor and trustees can also log into this directly. Nichole can do all her hirer invoices on it, so everything is in one place.

Income for the rooms has stayed steady throughout 2023, with party hire being consistent in the usual busy months. Hire of rooms is always lower in the school summer holidays as a lot of classes and groups don't operate.

The social club have paid their contributions and also from December 2023 there is a Standing order in place for their monthly contribution.

We have a good credit control system in place for chasing outstanding debt

We finally got the youth hall toilets completely refurbished, with a cost of £21,888, most of which is covered by the grant received before covid.

On the 31st December 2023, the reserve account stood at £31,525.50, which still stays there for us to be able to run the center for several months if we don't get income. We can also use some for major projects

Some overhead costs have greatly increased, as is the way of the world.

We now fund Natalies very successful Communi-t morning at £20 per week.

Natalie has also put a great deal of time and effort into producing fantastic seasonal parties for the community, which we have funded

We have kept up and, in some areas, improved the maintenance of the building. We will continue to improve the facilities going forward.

We expect to see some larger outgoings going forward as the hall floor will need replacing.

Acknowledgements

BCCA would like to record their grateful thanks to the very able Centre Manager, Nicole Rixon, who has continued to ensure the smooth running and maintenance by keeping the centre up to high standards and makes sure of good relationships with the groups using the centre as well as with the members and visitors, while at the same time working towards the future.

We would also not be able to carry on with our continuing success without the quiet, consistent, and excellent standard of work of our cleaners, Mark Hope and **Carol**, and we are grateful to him for maintaining a clean and pleasant facility for all our visitors and coping with the increasing cleaning procedures of the centre.

The committee have worked with various organisations during the year, and we should like to record our thanks to them for their support.

We would like to give special recognition to Les Fountain for his many years of continued support and work with the Centre and being a pillar of community. From the very beginning.

- **CAN** for their substantial support in providing advice, guidance, and encouragement.
- **All our numerous suppliers and contractors** during our ongoing developments.
- **Amanda Nicholls – BCP Council Community Liaison Officer** for her continued support to our Centre Manager.

There are several people we would like to thank for their support in the last year:

- **Alan Hart** as our Auditor for taking the time to study and report on our financial position.
- **Leslie Legg** is consistently available to advise our Centre Trustees
- **Lesley Scotter** who has ably performed the role of Minutes Secretary throughout the year.
- **Bearwood Social Club committee and members** for their cooperation with the Association.
- **Bearwood Social Club bar manager (Jody), cleaner (Carol) and bar staff** for supporting and being there for our Centre Manager.
- **All the groups using the centre, their leaders, and members** for their continuing support.
- **All the volunteers** who have given their time to the Community Centre in so many ways.

Bearwood Community Centre Association

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enquiries@bearwoodcommunitycentre.co.uk

Profit and Loss

For Period Ending 31 December 2023

Account number	Account description	1 - 31 Jan 23	1 - 28 Feb 23	1 - 31 Mar 23	1 - 30 Apr 23	1 - 31 May 23	1 - 30 Jun 23	1 - 31 Jul 23	1 - 31 Aug 23	1 - 30 Sep 23	1 - 31 Oct 23	1 - 30 Nov 23	1 - 31 Dec 23
	Sales	4,500	4,278	13,963	5,586	7,361	3,440	4,583	2,840	9,468	6,763	7,720	5,052
10000	STORAGE	-	5	465	-	-	-	5	5	-	5	-	-
10001	MAIN HALL	1,695	1,719	2,682	1,534	2,441	1,304	1,320	897	1,998	3,057	1,666	1,007
10002	LOUNGE	422	843	787	355	1,874	399	546	832	409	631	816	234
10003	UPSTAIRS LOUNGE	613	330	316	1,014	884	551	444	731	1,006	336	682	617
10004	YOUTH HALL	1,135	61	914	925	1,640	480	1,175	-	2,070	134	780	1,799
10005	MEMBERSHIP	65	10	35	-	-	-	-	-	-	-	-	-
10006	PARTY HIRE	510	920	460	460	255	434	833	375	785	960	1,101	395
10009	SOUND SYSTEM HIRE	-	-	40	-	-	-	-	-	-	-	-	-
10025	OTHER INCOME	60	-	64	1,298	267	272	260	-	-	1,547	75	-
10028	SOCIAL CLUB INCOME	-	390	8,200	-	-	-	-	-	3,200	-	2,600	1,000
10036	AUTUMN PARTY INCOME	-	-	-	-	-	-	-	-	-	93	-	-
	Other Income	-	-	-	-	-	-	-	-	-	-	-	-
	Total Sales	4,500	4,278	13,963	5,586	7,361	3,440	4,583	2,840	9,468	6,763	7,720	5,052
	Direct Expenses	2,288	4,258	3,534	1,143	3,725	6,827	1,968	2,983	4,203	1,972	4,496	3,923
10008	SELF EMPLOYED WAGES	2,285	3,665	2,965	785	3,725	2,205	785	2,904	3,981	785	2,373	2,461
10017	OFFICE EXPENSES	-	389	-	-	-	-	10	19	-	16	1,009	191
10018	EASTER PARTY EXPENSE	-	-	195	-	-	-	-	-	-	-	-	-
10020	CLEANING PRODUCTS	3	-	3	358	-	103	534	-	11	18	6	9
10022	DRAINAGE EXPENSES	-	-	95	-	-	-	119	-	-	168	-	-
10023	ELECRTICAL MAINTENANCE	-	-	-	-	-	-	238	-	-	-	239	675
10024	SECURITY MAINTENANCE	-	204	276	-	-	-	-	-	-	-	-	-
10026	GENERAL MAINTENANCE	-	-	-	-	-	420	-	-	-	90	50	-
10033	OTHER EXPENSES	-	-	-	-	-	3,449	-	-	84	-	-	-
10037	CHARITABLE GIVING	-	-	-	-	-	-	260	-	-	33	-	60
10039	COMMUNITEA EXPENSES	-	-	-	-	-	300	-	60	80	80	455	60
10043	JULY FUN DAY EXPENSES	-	-	-	-	-	350	22	-	-	-	-	-
10044	FIRE SAFETY MAINTENANCE	-	-	-	-	-	-	-	-	22	757	-	317
10046	AUTUMN PARTY EXPENSES	-	-	-	-	-	-	-	-	-	-	214	-
10048	DEPOSIT REFUNDS	-	-	-	-	-	-	-	-	25	25	150	150
	Gross Profit /(Loss)	2,212	20	10,429	4,443	3,636	(3,387)	2,615	(143)	5,265	4,791	3,224	1,129
	Gross Profit /(Loss) %	49.16%	0.47%	74.69%	79.54%	49.40%	(98.46%)	57.06%	(5.04%)	55.61%	70.84%	41.76%	22.35%
	Overheads	934	742	1,610	870	995	21,151	765	1,489	1,557	967	845	575
10010	LANDLINE/INTERNET	50	50	57	61	61	79	70	70	70	70	70	70
10011	WATER SERVICES	136	136	136	136	138	138	138	138	138	138	138	138
10012	INSURANCE	256	256	256	256	-	506	253	-	-	-	-	-
10013	WEBSITE	18	18	18	18	18	18	18	18	18	18	318	18
10014	GAS EXPENSE	-	-	-	-	-	-	-	-	-	-	58	58
10015	ELECTRIC EXPENSE	396	210	1,071	323	702	635	210	1,002	593	648	213	230
10016	MOBILE PHONE	78	72	72	76	76	76	76	76	76	76	31	44
10021	SUBSCRIPTIONS	-	-	-	-	-	-	-	185	662	17	17	17
10047	FIXTURES & FITTINGS	-	-	-	-	-	19,699	-	-	-	-	-	-
	DEPRECIATION												
	Other Expenses	-	-	-	-	-	-	-	-	-	-	-	-
	Taxation	-	-	-	-	-	-	-	-	-	-	-	-
	Total Overheads	934	742	1,610	870	995	21,151	765	1,489	1,557	967	845	575
	Net Profit /(Loss)	1,278	(722)	8,819	3,573	2,641	(24,538)	1,850	(1,632)	3,708	3,824	2,379	554
	Net Profit /(Loss) %	28.40%	(16.88%)	63.16%	63.96%	35.88%	(713.31%)	40.37%	(57.46%)	39.16%	56.54%	30.82%	10.97%

Profit and Loss

For Period Ending 31 December 2023

Account number	Account description	YTD 1 Jan - 31 Dec 2023
	Sales	75,554
10000	STORAGE	485
10001	MAIN HALL	21,320
10002	LOUNGE	8,148
10003	UPSTAIRS LOUNGE	7,524
10004	YOUTH HALL	11,113
10005	MEMBERSHIP	110
10006	PARTY HIRE	7,488
10009	SOUND SYSTEM HIRE	40
10025	OTHER INCOME	3,843
10028	SOCIAL CLUB INCOME	15,390
10036	AUTUMN PARTY INCOME	93
	Other Income	-
	Total Sales	75,554
	Direct Expenses	41,320
10008	SELF EMPLOYED WAGES	28,919
10017	OFFICE EXPENSES	1,634
10018	EASTER PARTY EXPENSE	195
10020	CLEANING PRODUCTS	1,045
10022	DRAINAGE EXPENSES	382
10023	ELECRTICAL MAINTENANCE	1,152
10024	SECURITY MAINTENANCE	480
10026	GENERAL MAINTENANCE	560
10033	OTHER EXPENSES	3,533
10037	CHARITABLE GIVING	353
10039	COMMUNITEA EXPENSES	1,035
10043	JULY FUN DAY EXPENSES	372
10044	FIRE SAFETY MAINTENANCE	1,096
10046	AUTUMN PARTY EXPENSES	214
10048	DEPOSIT REFUNDS	350
	Gross Profit /(Loss)	34,234
	Gross Profit /(Loss) %	45.31%
	Overheads	32,500
10010	LANDLINE/INTERNET	778
10011	WATER SERVICES	1,648
10012	INSURANCE	1,783
10013	WEBSITE	516
10014	GAS EXPENSE	116
10015	ELECTRIC EXPENSE	6,233
10016	MOBILE PHONE	829
10021	SUBSCRIPTIONS	898
10047	FIXTURES & FITTINGS	19,699
	DEPRECIATION	
	Other Expenses	-
	Taxation	-
	Total Overheads	32,500
	Net Profit /(Loss)	1,734
	Net Profit /(Loss) %	2.30%

Independent Examination Checklist

Direction 1

Check whether the charity is eligible to have an independent examination.

Income is reported as £75,544.62 and so is above the threshold for external scrutiny, but well below the threshold for an audit. The aggregate value of the Charity's assets is £59,753.48 which also is less than the audit threshold. The governing document does not require an audit. There are no subsidiaries.

Direction 2

Check for any conflict of interest that prevents the examiner from carrying out their independent examination.

I have no personal or financial involvement in the Charity.

Direction 3

Record your independent examination.

See below.

Direction 4

Plan the independent examination.

I am familiar with the overall structure of the Charity and its accounting procedures, having examined the accounts for several years prior to this one. The Charity has moved its accounts over to Sage Accounting, but no significant changes have been made to the way it operates.

Direction 5

Check that accounting records are kept to the required standard.

I have checked the accounting records, and I believe that there are no significant matters of concern.

Independent examiner's report to the trustees of Bearwood Community Centre ('the Trust')

I report to the trustees on my examination of the attached accounts of the Bearwood Community Centre Trust (the Trust) for the year ended 31 December 2023.

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed 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 Trust as required by section 130 of the Act; or

2. the accounts do not accord with those records.

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

Signed:



Name: A R Hart, B.Sc London University

Address: Flat 10 St James Court, 26 The Avenue, Poole, Dorset. BH13 6BF.

Date: 25 September 2023.