

TRUSTEES' ANNUAL REPORT FOR THE PERIOD
FROM 1ST APRIL 2023 TO 31ST MARCH 2024

SECTION A

REFERENCE AND ADMINISTRATION DETAILS.

Charity Name Paxcroft Mead Community Centre

Registered Charity Number 1123423

Charity's Principal Address 17, Hackett Place,
Hilperton,
Trowbridge,
Wiltshire.
BA14 7GW

Names of the charity trustees who managed the charity.

Jonathan Hawkes	Chairman/Bookings	Whole Year	Elected
Rosemary Hawkes	Secretary	Whole Year	Elected
Karen Pugh	Treasurer	Whole Year	Elected
Alan Jales	Vice Chair/Maintenance	Whole Year	Elected
Paddy Reeves	Maintenance	Whole Year	Elected
Michael Pugh	Maintenance	Whole Year	Elected
Letitia McCall		Part Year	Elected

Names of Custodian Trustees.

Hilperton Parish Council	Whole Year
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SECTION B

STRUCTURE, GOVERNANCE AND MANAGEMENT

Description of Charity's Trusts.

Type of governing document: Deed of Trust dated 22nd January 2008 (revised 6th July 2021)

How the charity is constituted: Trust

Trustee selection methods: Election, Appointment, and Co-option

Additional Governance.

Training of Trustees: Induction Pack

SECTION C

OBJECTIVES AND ACTIVITIES.

Summary of the objects of the charity set out in its governing document.

The Property and the trust fund and its income shall be applied for the purposes of a community centre for the use of the inhabitants of the area of Paxcroft Mead without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions, including use of the property for meetings, lectures and classes or other forms of recreation and leisure time occupation in the interests of social welfare and with the object of improving the conditions of life for the said inhabitants.

Summary of the main activities undertaken in relation to the above objects.

We have: -

- Managed and maintained the Community Centre for the benefit of the residents of Paxcroft Mead, and the wider community of Hilperton and Trowbridge.
- Facilitated the use of the Centre by and for the local community.
- Generated income to manage and maintain the Centre, through publicising and promoting the use of the Centre by residents, community, and commercial organisations.
- Promoted the use of the Centre for events, such as family fun days, multi-cultural events, and performance arts projects, for the special benefit to the community.
- Promoted the community of Paxcroft Mead and its links with the wider local community through the Centre's website (www.paxcroftmead.org.uk).
- Ensured adherence, within the Centre, to health and safety guidelines.
- Liaised with representatives of external organisations, and other key partners, to ensure that the local area of the Centre (i.e. Hackett Place), and indeed the estate itself, continues to be a safe and pleasant environment.

The Mead Social Club also uses our premises and is an anchor tenant of the. We also act as an evacuation point for the Busy Bees Nursery which is located next to the Centre.

SECTION D

ACHIEVEMENTS AND PERFORMANCES.

These were covered by the Chairman's annual report, which is reproduced below: -

CHAIRMAN'S ANNUAL REPORT - APRIL 2023 to MARCH 2024.

We have had another good year at the Community Centre, maintaining a variety of regular users, party, and commercial bookings. Our occupancy rate remains at good levels with several new regular hirers having started in recent months.

We have continued to attract hirers from all over Trowbridge as well as from the surrounding towns in part due to the recommendation of the various activity providers such as About-a-Bounce, Bouncearoo and Active Trowbridge etc.

The Community Centre continues to operate on a very sound economic footing.

We continue to keep our hire rates low. We managed to keep our rates at the same level throughout the year. Where we can, we have negotiated deals for our gas and electricity supplies which have helped to get through this period of inflation. Our energy deal expires later this year so we may have to increase hire charges in April 2025 if another deal cannot be struck. We are also grateful to Wiltshire Council for continuing to give us maximum relief on the business rates.

Work continues to keep the building condition in good order. The Committee manages many of the small maintenance items, but professional tradesmen are employed when needed.

One sad piece of news was the death of Alan Thirlwell in August 2023. He was one of the original members of the PMCC Management Committee having served for over 20 years. He was quite a character, with a passion for flying. He is much missed. A suitable memorial will be installed at the Centre in due course.

I would like to record a big thank you to the members of the committee who have assisted with running the building and managing the booking meet and greets.

I would particularly like to thank all the officers for their time and effort over the past year.

We are fortunate to have such a strong team of volunteers willing to put in the time and effort to run the Centre so smoothly. We are grateful to Tish McCall who joined us as a new committee member, but we are still under strength and would welcome some more volunteers.

Jonathan Hawkes. Monday 1st July 2024

SECTION E**FINANCIAL REVIEW.**

As expected with the Community Centre now over 20 years old, most extra spending has covered building maintenance. Two major items have been repairs to the roof and the replacement of the lighting in the small hall. These expenses have resulted in a deficit for the year of £455.

SECTION G**DECLARATION.**

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

Signed on behalf of the charity's trustees.

Signature 1



Full name

Jonathan Hawkes

Position

Chairman

Signature 2



Full name

Rosemary Anne Hawkes

Position

Secretary

Date

30/12/2024

Mike Denning Accountancy

Accountancy and Bookkeeping Services

26, Orchard Way, North Bradley, Trowbridge, Wiltshire, BA14 0SU

Tel' and fax (01225) 774371 Email : mikedenning61@gmail.com

PAXCROFT MEAD COMMUNITY CENTRE

REGISTERED CHARITY No. 1123423

ACCOUNTS AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31st MARCH 2024

PAXCROFT MEAD COMMUNITY CENTRE

REPORT OF THE ACCOUNTANT

In accordance with instructions given, I have carried out an independent examination of the accounting records shown to me and can confirm that an accurate record of the financial activity of the Association has been kept. From these records, and other information supplied, I have prepared accounts on a receipts and payments basis for the year ended 31st March 2024.

The Association has two bank accounts, both with CAF Bank (Charities Aid Foundation). The two accounts have combined funds of £47873.30.

The Association has assets in the form of equipment and furnishings with a cost value of £25,205.82. This value comprises of both actual and estimated cost. The assets are a mixture of purchased and donated items.

The Association has known liabilities of £1445.00 made up of £1305.00 customer deposits held and £140.00 accountancy fees

Date

14/6/2024

Signed



26, Orchard Way
North Bradley
Trowbridge
Wiltshire
BA14 0SU

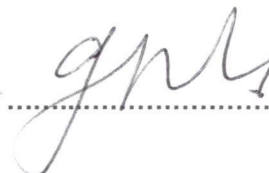
MICHAEL F DENNING

These accounts were approved by the committee and signed on their behalf by the Chairman, Mr Jonathan Hawkes

Date

2/7/2024

Signed

 (Chairman)

PAXCROFT MEAD COMMUNITY CENTRE

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31st MARCH 2024

	<u>Notes</u>	<u>2024</u>	<u>2023</u>
		£	£
<u>RECEIPTS</u>			
Lettings		22836	22033
Deposits taken (refunded or still held)		3051	4615
Deposits taken (retained for damage)		0	0
The Mead Club		0	2400
Donations/Grants received with restricted use		0	0
Gifts/donations (unrestricted use)		2228	39
Grants (unrestricted use)		0	0
Fundraising and misc' income		0	0
Sale of assets		0	0
Bank interest		1013	313
		<u>29128</u>	<u>29399</u>
<u>PAYMENTS</u>			
Deposit refunds		3403	4295
Administration	1	1570	1819
Equipment	2	863	3983
Building expenses	3	7446	6633
Cleaning and hygiene	4	9150	8348
Utilities	5	6824	6559
Advertising, website and fundraising	6	126	0
Accountancy		140	140
Bank charges		61	72
Other	7	0	228
		<u>29583</u>	<u>32077</u>
 SURPLUS / DEFICIT FOR THE YEAR			
		£ <u>-455</u>	<u>-2677</u>

PAXCROFT MEAD COMMUNITY CENTRE

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2024

	2024	2023
	£	£
<u>PAYMENTS</u>		
1 Administration		
Mileage allowance	29	212
Use of home allowance	20	20
Postage, stationery and computer expenses	197	385
Subscriptions	0	0
Licenses	314	302
Telephone	1009	900
	<u>1570</u>	<u>1819</u>
£	<u>1570</u>	<u>1819</u>
2 Equipment		
Ladders	65	0
Teapots	48	0
Defibrillator (50% of cost)	750	0
Laptop	0	442
Karcher floor cleaner	0	3252
Trolley	0	96
Shredder	0	25
Burco boiler	0	132
Pitcher jugs (4)	0	36
Power supply for CCTV	0	0
	<u>863</u>	<u>3983</u>
£	<u>863</u>	<u>3983</u>
3 Building Expenses		
Insurance	1784	1520
Repairs, renewals and maintenance	3616	3862
Safety compliance (Fire/H & S)	1109	383
Security	938	869
	<u>7446</u>	<u>6633</u>
£	<u>7446</u>	<u>6633</u>

PAXCROFT MEAD COMMUNITY CENTRE

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2024

	<u>2024</u>	<u>2023</u>
	£	£
4 Cleaning		
Contractors and materials	7540	4254
Labour	410	2753
Waste disposal	1201	1342
	<u> </u>	<u> </u>
£	9150	8348
	<u> </u>	<u> </u>
5 Utilities		
Electricity	3069	2909
Gas	2917	2956
Water	837	694
	<u> </u>	<u> </u>
£	6824	6559
	<u> </u>	<u> </u>
6 Advertising, website and fundraising		
Website	126	0
	<u> </u>	<u> </u>
£	126	0
	<u> </u>	<u> </u>
7 Other		
Shred - it	0	126
Land Registry documents	0	102
	<u> </u>	<u> </u>
£	0	228
	<u> </u>	<u> </u>

PAXCROFT MEAD COMMUNITY CENTRE

REPORT OF THE ACCOUNTANT

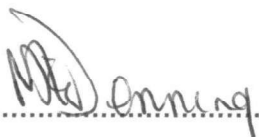
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Date 14/6/2024

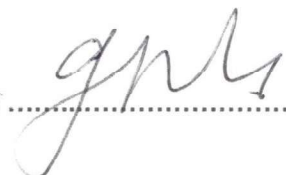
Signed 

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BA14 0SU

MICHAEL F DENNING

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Date 2/7/2024

Signed  (Chairman)