



Hale Community Centre

REGISTERED COMPANY NUMBER: 06872992 (England and Wales)

REGISTERED CHARITY NUMBER: 1132822

**Report of the Trustees and Unaudited Financial Statements
for the Year Ended 31 March 2023
for
HALE COMMUNITY CENTRE LTD**

HALE COMMUNITY CENTRE LTD

Report of the Trustees For the Year Ended 31 March 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provision of 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 (FRS102(2015)).

Governing document

The Hale Community Centre is a registered charity, limited by guarantee, governed by its Memorandum and Articles of Association dated 2008.

Registered Company number

06872992 (England and Wales)

Registered Charity number

1132822

Registered office

Hale Community Centre
130 Upper Hale Road
Farnham
Surrey
GU9 OJH

Independent Examiner

Roy Waight, CIMA

Bankers

The Co-operative Bank
Business Direct
P.O. Box 250
Skelmersdale
WN8 6WT

Directors/Trustees

Norma Corkish - Chair
Jean Hounsham – Secretary
John Cattell –Treasurer (appointed 6th January 2023)
Carol McFarlane
Simon Porter
Catherine Powell
Tom Quinn
Harvey Wickham – (retired 21st November 2022)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

Trustees who are also directors of the company are appointed in accordance with the procedures set out in the company's Articles.

Risk management

The Trustees regularly monitor and review the risks to which the Charity is exposed.

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

Purpose:

To offer inclusive activities which support the education, training, employment, cultural and recreational needs of the local community.

Aims:

- To keep the building available, accessible and safe for the use of local people and others
- To be financially sustainable and continue to strengthen the management of the Bungalow
- Be a trusted and valued contributor within our community with other local partners
- Signpost to advice and information for all sections of the community
- Provide and enable a range of opportunities and activities which respond to the needs of local people and where all are made to feel valued and safe

In deciding what activities the Trust should undertake during the year, the Trustees have paid due regard to the Charities Commission's guidance on public benefit and as appropriate and where relevant we ensure we reflect the standards within the Code of Fundraising Practice.

ACHIEVEMENTS AND PERFORMANCE

The year saw an increase in activity in many areas and a growth in others, with advantage taken of a release from Covid restrictions.

The appointment of our Projects & Engagement Coordinator proved to be very fruitful, resulting in increased contact with our local residents and many initiatives which have made a very positive difference to the lives of a number of our users. The data collected in community surveys, which highlighted well-being, living healthily, building relationships and being outdoors, was used to inform the Centre's priorities. It has also led to the revamping of some of our marketing and promotion of the Centre, with a monthly e-newsletter and increased use of social media, and to improving accessibility to the Centre. We now have links with Dementia Advice and Sight for Surrey to advise us on how to ensure the building is accessible for people with dementia and sight impairment and alongside this developed training for staff and volunteers to raise awareness of the different needs of people entering the building. As a result of a meeting with parents of children with special education needs, we now have a bank of sensory aids and equipment that can be used by young people when in the Centre, along with ensuring there is a quiet space at all events and one that is well signposted. In addition, the reception area has been made more welcoming with a mural and a screen to help with sharing of information.

Accessibility was also improved by putting a gate on the perimeter of the community garden to be used as a main entrance to the Centre.

All efforts are made, with success, to ensure the centre is a safe space and environmentally friendly. We are continually looking at how we can improve on what we do to support the environment and how have, for example, various options for the community to recycle and are joining in with national awareness events such as plastic free week.

Our Community Cupboard & Fridge has been open 3 times/week with the outside cupboard open at all times. When activity was started the major objective was to save food waste by collecting food from the supermarkets that would otherwise be thrown away. Now, however, we are also aware of the need to provide food to people struggling with the cost of living crisis, with the result that we are increasingly being asked for emergency food parcels. We have between 60 and 70 visits each week and at the end of August 2022 there were 140 registered households consisting of 245 adults and 150 children, in total nearly 400 people.

At the end of June 2022 we started twice-weekly drop-in sessions to enable people to come in and find support, conversation, warmth, food and information. And also if wanted, the opportunity to join in activities, either as individuals or families, such as pebble painting and make your own pizza lunch. At one of these sessions we offer a light lunch using as much as we can from the Community Fridge, with people paying what they can if they can – and during the winter months the space was offered as a warm hub. We are now providing up to 25 meals/week. At this session, a Citizens Advice Advisor offers much appreciated support on housing, benefit checks, utility bill management with signposting to relevant agencies as necessary – we have provided 46 offers of CA support since start of the project.

The Youth Centre, renovated by Surrey County Council, was officially opened in May 2022. A number of clubs, engaging with over 75 young people, have been running successfully since September 2022:

- Open Access 11-19 year olds, 2 nights/week, funded over 5 years by Reaching Communities

- Junior and Senior Girlz Clubs funded by Surrey Community Foundation

- Boys Night In funded by Waverley Borough Council

- Code Club for 9-14 year olds – regular monthly session funded by **the Hedgehogs**

- Bethel Baptist Church youth group for ages 7 – 11 funded by Farnham Lions and the Church.

During the summer 2022 holiday activities, commissioned by Active Surrey, for children on free school meals were provided.

And in order to share experiences and needs and, where possible, resources we co-ordinated meetings of youth practitioners in Farnham.

In addition, we were very proud that our Youth Leader, Tracy Yates, was nominated for a BBC Surrey Radio Make a Difference award in recognition of what she is doing for youth in Upper Hale via the Youth Centre.

A number of other activities took place during the year:

Community Garden continues to provide an oasis of colour and calm. It is overseen by a group of volunteers and a horticultural adviser and the fruit and vegetables grown are sold, used for family cookery sessions and to produce dishes such as soups for the community. As a result of the efforts and support of all, the garden was awarded Level 4 (Thriving) in the RHS and South and South East in Bloom.

Senior Group run by a volunteer provides support to those who are simply lonely and want some company, as well as a meeting place for those who enjoy meeting people and a respite for those whose partners are suffering from dementia or similar. A monthly quiz time has been introduced and well received and most of the members take advantage of our Wednesday lunches and some are also regular users of the larder.

Craft Group – Opportunities run by a volunteer has been meeting regularly throughout the year with involvement in a number of different craft activities.

Craft Café supported by Farnham Maltings helped with making bunting for the Jubilee and running a craft stall at the family fun day.

Stay and Play funded and led by Homestart with the purpose of providing early years' support to local families has been running successfully throughout the year with appreciation as illustrated in this feedback from a user: *'We had THE BEST time today - thank you so much for bringing back the lifeline to the wider community - it makes such a difference to so many!'* Between 14-20 children and their families attend.

Job Club – Job Club, funded by Waverley Borough Council, has continued to meet weekly and has, amongst others, supported Ukrainian families who are now living in Farnham.

Farnham swap shop continues as does TimetoShare.

Working with others within the community, in addition to our local residents and those mentioned above, is a core part of what we do.

Family Centre – we worked with Barnardo's who run the Centre to create a slow cooker course for local families.

Farnham Health Inequalities Forum resulted in a 'Living Well' survey which highlighted key concerns, which will inform ongoing and future work: heating homes, access to information/communication, cost of living, work/life balance and inability to exercise sufficiently.

Surrey Care Trust funded a support worker to attend a peer support group, with a parent facilitator, once a fortnight to provide a space where carers can come to get advice and support from people who know what it is like to try to cope with the system.

Health Vaccination catch up clinics, which started early in 2023, are proving very effective.

We are also networking with the Farnham Younger People Task Force, run by Farnham Town Council, VIVID, our local Housing Association, Waverley Borough Council Leisure Services, Voluntary Action South West Surrey (VASWS), Farnham Connects and Waverley Safer Partnership Task & Finish Group.

The latest to add to the services being offered is a Stop Smoking clinic and mental health support services. There was also a visit from the hypertension bus and a couple of child vaccination catch up clinics, all of which have been well attended.

It is important that, to the best of our ability, we monitor and evaluate all our work to ensure that we are making a difference and are:

- Improving health and well-being and reduced levels of anxiety, stress, depression and associated ill-health
- Reducing isolation
- Improving confidence and self-reliance
- Improving levels of education, skills and training

With this in mind we introduced an evaluation system for the Community Fridge enabling us to collect data on the effectiveness of this activity as well as engaging new visitors to register with the Centre and benefit from the activities we offer. A survey we ran in January/February 2023 when we asked the community about their wellbeing across two projects resulted in 100% of those asked saying they felt better for coming to the centre. Out of 49 people asked, 46 said that attending the project that day had improved their wellbeing. Consultation with our young people resulted in 100% of all attending saying that the youth centre had a positive impact on their self-confidence, self-belief, friendships and mental health and wellbeing.

All of what we achieved is down to the hard work and team effort of our committed staff – 9 (all part-time) – and our over 40 volunteers, ably led by our Centre Manager, and our trustees. In recognition of their contribution and of the need to have ‘fun’ we said a BIG ‘thank you’ to all our volunteers during National Volunteer Week at the beginning of June via a card to each and a keyring gift. And in September, one of our Trustees hosted a BBQ at their farm for all of our volunteers. The volunteer contribution of nearly 3,000 hours goes far beyond a financial evaluation of their worth, but it is salutary to note that this is over £30,000.

Our achievements are also down to our donors, the major ones of which are: Reaching Communities, Farnham Town Council, Surrey County Council, Councillors, Waverley Borough Council, Surrey Community Foundation and the UK Prosperity Fund.

What is achieved, and how, goes far beyond the financial resources we have and in recognition of the need to diversify and increase our income we now have a sub-committee of the Board which is exploring the options open to us.

PR/Marketing

We recognise the importance of ensuring our local community and potential supporters know what we are doing and have on offer, and how they can support us and why. So we make extensive use of social media, a monthly e-N/L, several WhatsApp groups, our website and local media outlets to keep all informed.

Environment

Through our environment policy we continue to do all we can to support the environment. Clearly our community cupboard and fridge does this through reducing food waste and we have various options for the community to recycle items at the Centre and in all that we do we evaluate how we can reduce our negative impacts on the environment.

FINANCIAL REVIEW

Reserves policy

The Restricted Funds will be used exclusively to finance the cost of the designated projects as agreed with the funders.

As noted in the SoFA, in order to ensure monies are available for refurbishment of the building, in particular replacement of the roof when it becomes due in approximately 11 years' time, it has been agreed to put aside £2,400 per annum into a designated fund. In addition, several infrastructure improvement requirements for the building have been identified that will need to take place in the near future. Therefore, a further £15,000 has been set aside for this purpose.

Trustees have agreed to availability of funds to cover 6 months' operational costs, which at the moment, including the staff salaries, stand at approximately £39,000.

Unrestricted reserves stand at £47,215 thereby providing a surplus of £8,215. Restricted grants were primarily for the Community Centre's youth projects (£94,381). Other significant restricted grants related to the Community Fridge (£10,500) and provision of a Health and Wellbeing Coordinator (£12,105).

Room hire income has increased substantially now that all Covid restrictions are in the past, but occupancy is now close to capacity.

We anticipate substantial increases in staffing costs next year to ensure we are offering competitive salaries and are adequately staffed in terms of weekly hours to support the many activities of the Community Centre. Aware of this we will, in the coming financial year, be exploring further ways of diversifying our income, which is likely to result in an additional investment. Because of these factors, the Trustees consider retention of this additional reserve to be prudent.

PLANS FOR THE FORTHCOMING YEAR

We will continue to implement our new Business Plan and work with our refreshed fundraising strategy to ensure that we continue to diversify our income and so ensure financial sustainability going forward. At all times we will continue to ensure that we keep our running costs to a minimum, but not at the expense of a quality service. And importantly we want to ensure that we are able to effectively demonstrate to our funders and all stakeholders that we add value and are making a difference and a positive impact.

RESPONSIBILITIES OF THE TRUSTEES

The Trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

In preparing these financial statements, the Trustees are 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 will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with Companies Act 2006. The Trustees 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.

Approved by order of the Board of Trustees on and signed on its behalf by:

Norma Corkish – Chair of Trustees

Independent Examiner's Report to the Trustees of the Hale Community Centre

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st March 2023"

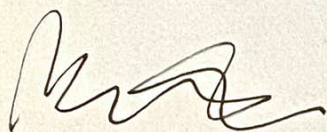
As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5Xb) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



R D Waight, CIMA
The Old Vicarage, Church Lane, Rowledge, GU10 4EN

18th November 2023

Hale Community Centre Ltd
Statement of Financial Activities
Year Ending 31st March 2023

	2022-23			2021-22		
	Unrestricted Use	Restricted Use	Total	Unrestricted Use	Restricted Use	Total
Incoming Resources						
Grants	3,000	131,672	134,672	1,000	35,332	36,332
Donations	6,430	3,364	9,794	2,748	888	3,636
Room Hire	41,713		41,713	24,368		24,368
Bank Interest & Sundry Income	2,715		2,715	2,310	195	2,505
Gift Aid	831		831	465		465
HM Government Grants - Covid 19	2,000		2,000	16,000		16,000
Total Income	56,689	135,036	191,725	46,891	36,415	83,306
Expenditure						
Payroll Costs/Project Management	35,395	12,792	48,187	29,291	10,177	39,468
Group Leaders Fees & Expenses	1,264	43,426	44,690	135	15,657	15,792
Childrens Holiday Events & expenses	0	850	850	0	668	668
Consultancy Fees	168	0	168	0	1,990	1,990
Resources and Equipment	4,269	14,575	18,844	1,415	4,840	6,255
Repairs & Maintenance	5,984	0	5,984	4,768	131	4,899
Cleaning	9,451	49	9,500	5,789	56	5,845
Core Costs Recovery	-8,539	8,539	0	-5,703	5,703	0
Other restricted fund expenditure	0	3,380	3,380	0	5,894	5,894
Other Property Costs	8,852	1,260	10,112	5,818	0	5,818
Events & Publicity	334	662	996	357	1,066	1,423
IT Costs	664	0	664	324	5,144	5,468
Bad Bebts written off	44	0	44			
Total Expenditure	57,886	85,533	143,419	42,194	51,326	93,520
Surplus/Deficit for the year	-1,197	49,503	48,306	4,697	-14,911	-10,214
Reserves Brought forward 1st April	75,035	48,352	123,386	70,338	63,263	133,601
Transfer to Unrestricted Use funds (notes 4&5)	12,377	-12,377				
Reserves Carried forward 31st March	86,215	85,478	171,692	75,035	48,352	123,387

Hale Community Centre Ltd
Balance Sheet
As at 31st March 2023

	<u>2023</u>	<u>2022</u>
Current Assets		
Prepayments	2,975	1,356
Debtors	5,443	3,320
Cash in Bank	<u>168,619</u>	<u>120,365</u>
	177,037	125,041
Less:		
Current Liabilities		
Creditors and Accrued Charges	<u>5,344</u>	<u>1,655</u>
Net Current Assets	<u><u>£171,693</u></u>	<u><u>£123,386</u></u>
Representing:		
General Reserve as at 1 st April 2022	53,435	<u>51,138</u>
Unrestricted Use Surplus - year ended 31 st March 2023	11,180	4,697
Transfer to provision for major refurbishment	<u>-2,400</u>	<u>-2,400</u>
	8,780	2,297
Transfer to Provision for infrastructure upgrades	<u>-15,000</u>	
	<u>47,215</u>	<u>53,435</u>
General Reserve carried forward		
Provision for major refurbishment (note 2)	24,000	
Provision for Infrastructure Upgrades (note 3)	<u>15,000</u>	21,600
	39,000	
Restricted Use Funds	85,478	48,351
Fund Balance as at 31 st March 2023	<u><u>£171,693</u></u>	<u><u>£123,386</u></u>

Hale Community Centre Ltd
Statement of Financial Activities
Year Ending 31st March 2023

Notes to the Accounts

1. The accounts for the current financial year have been prepared on an accruals basis.
Specifically, amounts due from customers have been included as well as prepayments and creditors.
2. A provision for major refurbishment, primarily roof replacement, has been created to set aside funds for this purpose when it becomes due.
An amount of £2,400 should be put aside in each year.
3. A need in the near future to upgrade aspects of the Community Centre's infrastructure has been identified. Accordingly a provision for the estimated costs of £15,000 has been set aside.
4. Historic donations to the Community Fridge that have not been used to pay for direct costs (totalling £7,474) have been transferred to Unrestricted Use where they can offset the indirect costs incurred supporting the project, such as management, utilities and cleaning costs.
5. A grant provider for Girlz Club has agreed to the unspent surplus of their 2020 grant be retained by the Community Centre for general support of youth activity. Accordingly the balance of £4,903 has been transferred to Unrestricted Use, but with spend monitored in a designated youth fund.