



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01 April 2020 to

31 March 2021

Charity name: Cheylesmore Community Association

Charity registration number: 1136649

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document.	Para 1.17	To advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving the conditions of life for the residents and protecting the environment.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Running a Community Centre to meet the needs of the local community.</p> <p>Being a venue for residents' activities - in general not running activities ourselves as an Association but providing the facilities in which other community groups can operate.</p> <p>Facilitate local groups to meet community needs - helping with community capacity building so that community groups can better meet local needs, especially where gaps or shortfalls in provision are identified.</p> <p>Support volunteering - mobilising individual residents to engage with activities going on, both running the centre itself and supporting those activities taking place.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The directors can confirm that they have had regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment	Para 1.38	

including program related investment		
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Although many user-group activities and centre plans were hindered due to the lockdown restrictions between April 2020 and September 2021, a combination of 'Business Rates' refunds, furlough and grants helped us to resurface after the very difficult period. It was indeed a disruptive period and so our impact on beneficiaries was hampered. However, we were pleased to support the launch of a new Food Hub by volunteers, which has been a lifeline for many families.</p> <p>The Centre was used for the launch of the Food Hub by volunteers in May 2020.</p> <p>In addition, despite the challenging circumstances, we were able to make various improvements to the building, ready for the inevitable full re-opening. This will help to sustain the provision of facilities for the benefit of the community into the future.</p> <p>We made the building COVID-safe with the installation of additional signage and disinfectant spray. An estimated £2k was spent on these items. We also re-branded the centre and installed additional maps with layouts of the centre.</p> <p>We received some funding for youth work, which will be utilised in this next financial period. These funds will aid the improvement of well-being and educational chances for young people.</p> <p>Community groups and room-bookings began to return in September 2021. During this period, several anti-vandal measures, and roof repairs with painting throughout, plus safety and fire improvements and finger</p>

		<p>door protection were installed. These changes were essential to make the premises safer for everyone. Our 5-year fixed-wire electrical testing took place. Additional emergency signs were installed. Fire closures were also installed around the building.</p> <p>The opening of C3 Coffee in May 2021 helped to reignite a sense of community spirit, allowing people to feel connected to each other again. We are proud to have been a central catalyst of social reconciliation in spite of the heavy social impact of the COVID pandemic.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the financial period the Charity's position is deemed to be healthy despite the challenges around the Covid Paramedic.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The amount held is enough to finishing pay staff should our income cease and then hand the building back to the City Council who own the building.
Amount of reserves held	Para 1.22	£20,000
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no uncertainties of the Charity as a going concern at the time of reporting the Charity's activities.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal source of funds is from spaced hire out at Cheylesmore Community Centre. Meeting Rooms, office, and Storage.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Cheylesmore Community Association is governed by Articles of Association dated 15 th May 2010
How is the charity constituted? (e.g., unincorporated association, CIO)	Para 1.25	Cheylesmore Community Association is constituted as an unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are selected by the board of directors appointed in post at each AGM. As part of the selection process potential trustees are assessed for their suitability for the role.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Cheylesmore Community Association
Other name the charity uses	
Registered charity number	1136649
Charity's principal address	Cheylesmore Community Centre Cheylesmore Community Association Arundel/Poitiers Road, Coventry, West Midlands, CV3 5JX

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Julia Noble			
2	Mark Pacy			
3	Alison Fox			
4	Lindsey Buss			
5	Pauline Venables			
6	Roger Bailey			
7				
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20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
Not Applicable		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Not Applicable		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not Applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not Applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not Applicable

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Alison Fox	Lindsey Buss
Position (eg Secretary, Chair, etc)	Director	Director
Date	15/12/2021	

Cheylesmore Community Association Limited

Company Registration Number: 7198105

Charity Number: 1136649

Period of Accounts: 1st April 2020 – 31st March 2021

Cheylesmore Community Association Limited

Company information for the period ended 31st March 2021

Cheylesmore Community Association Limited is a charitable company limited by guaranteed.

Directors

Mr M Pacy

Mrs L Buss

Mrs J Noble

Registered Office Address

Cheylesmore Community Association Ltd
Cheylesmore Community Centre
Arundel/ Poitiers Road
Cheylesmore
Coventry
CV3 5JX

Cheylesmore Community Association Limited

Trustees Report

The purpose of the charity is to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving the conditions of life for the residents and protecting the environment.

The activities of the charity are to run the Community Centre to meet the needs of the local community, allowing it to be a venue for residents' activities - in general not running activities as an Association but providing the facilities in which other community groups can operate. The charity facilitates local groups to meet community needs - helping with community capacity building so that community groups can better meet local needs, especially where gaps or shortfalls in provision are identified. The charity also supports volunteering - mobilising individual residents to engage with activities going on, both running the centre itself and supporting those activities taking place.

Although many user-group activities and centre plans were hindered due to the lockdown restrictions between April 2020 and March 2021, a combination of 'Business Rates' refunds, furlough and grants helped us to resurface after the very difficult period. It was indeed a disruptive period and so our impact on beneficiaries was hampered. However, we were pleased to support the launch of a new Food Hub by volunteers, which has been a lifeline for many families. The Centre was used for the launch of the Food Hub by volunteers in May 2020. In addition, despite the challenging circumstances, we were able to make various improvements to the building, ready for the inevitable full re-opening. This will help to sustain the provision of facilities for the benefit of the community into the future. We made the building COVID-safe with the installation of additional signage and disinfectant spray. An estimated £2k was spent on these items. We also re-branded the centre and installed additional maps with layouts of the centre. We received some funding for youth work, which will be utilised in this next financial period. These funds will aid the improvement of well-being and educational chances for young people.

Since the end of the financial period, community groups and room-bookings have begun to return, and preparations began for the opening of C3 Coffee in May 2021, which has reignited a sense of community spirit, allowing people to feel connected to each other again. We are proud to have been a central catalyst of social reconciliation despite the heavy social impact of the COVID pandemic.

Cheylesmore Community Association Limited

STATEMENT OF FINANCIAL ACTIVITIES

1st April 2020- 31st March 2021

	Unrestricted fund	Restricted funds	2021 Total Funds	2020 Total Funds
	£	£	£	£
INCOME				
Donations and legacies	682	-	682	532
Grants	92,366	15,000	107,366	7,350
Room Hire	83,066	-	83,066	178,689
Vending Sales	236	-	236	6,726
Total	176,350	15,000	191,350	193,297
EXPENDITURE				
Audit and Accounting	1,260	-	1,260	1,305
Depreciation	4,090	-	4,090	3,082
Development costs	9,936	2,294	12,230	49,884
Fundraising Costs	6,000	-	6,000	6,000
Insurance	668	-	668	3,007
Licences	1,323	-	1,323	1,562
Light, Power, Heating, Waste	12,870	-	12,870	11,641
Office and Advertising	1,666	42	1,708	2,288
Premises	25,634	-	25,634	9,371
Rates	(558)	-	(558)	5,897
Salaries and Pensions	108,546	-	108,826	99,855
Telephones / Internet	3,378	-	3,378	5,209
Travel	407	-	407	799
Vending Stock	381	-	381	2,212
Youthwork	-	-	-	5,561
Total	175,241	2,336	178,217	207,673
Net Income/Expenditure	1,109	12,664	13,133	-14,376

RECONCILIATION OF FUNDS

Total funds brought forward	9,574	23,850
Total funds carried forward	22,707	9,574

Cheylesmore Community Association Limited

BALANCE SHEET

As at 31st March 2021

	Notes	Unrestricted fund £	Restricted funds £	2021 Total Funds £	2020 Total Funds £
FIXED ASSETS	1				
Office and Kitchen		21,953	-	21,953	7,097
Building		2,927	-	2,927	928
Leasehold Improvements		-	3,900	3,900	4,200
Centre Fixture and Fittings		5,457	-	5,457	-
Café Fixture and Fittings		3,607	-	3,607	-
		<u>31,774</u>	<u>3,900</u>	<u>35,674</u>	<u>12,225</u>
CURRENT ASSETS					
Bank	2	25,413	17,692	43,105	7,794
LIABILITIES					
Amounts falling due within one year	3	(8,572)	-	(8,572)	(10,445)
CURRENT ASSETS		<u>16,841</u>	<u>17,692</u>	<u>34,533</u>	<u>(2,651)</u>
Less amounts falling due after more than one year		(47,500)	-	(47,500)	-
TOTAL CAPITAL AND RESERVES		<u><u>1,115</u></u>	<u><u>21,592</u></u>	<u><u>22,707</u></u>	<u><u>9,574</u></u>

For the year ending 31st March 2021 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The Directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Board of Directors on DATE

SIGNED ON BEHALF OF THE BOARD BY:

Director:

Signature:

Cheylesmore Community Association Ltd
Notes to Financial Statement
For the period ended 31st March 2021

Basis of measurement and preparation of accounts:

The financial statements have been prepared under the historical cost convention and in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice' applicable in the UK and Republic of Ireland and with the Charities Act 2011. These accounts are prepared on the basis of a going concern. An accrual accounting policy has been used for CJRS and Small Business Grant Fund receipts.

1. Fixed Assets

	Office & Kitchen	Building	Lease-hold	Centre Fixture and Fittings	Café Fixture and Fittings	Total
Beginning of year	7,097	928	4,200	0	0	12,225
Additions	17,465	0	0	6,246	3,828	27,539
Depreciation	(1,709)	(171)	(300)	(789)	(221)	(3,190)
Disposals	(900)	0	0	0	0	(900)
End of the year	21,953	757	3,900	5,457	3,607	35,674

2. Restricted Funds

The following restricted funds were held at 31/03/2021:

Fixed Assets (Leasehold)	£3,900
Cheylesmore Library	£1,754
Youthwork	<u>£15,938</u>
Total	<u>£21,592</u>

3. Amounts falling due in one year

Due to be repaid to employee	(9,051)
Employee loan	839
Examination fee	(360)
Total	(8,572)

4. Fees for the examination of the accounts

	This year	Last year
Independent examiner's fees	£360	-

5. Trustees' Remuneration

There was remuneration to 1 trustee during the year (2020:1).

6. Staff Costs

No employees received remuneration in excess of £60,000

7. Related Party Disclosures

There were no related party transactions for the year ended 31st March 2021.



The Trustees
Cheylesmore Community Centre
Poitiers Road
Coventry
CV3 5JX

4 December 21

Dear Sir or Madam

I report on the accounts of the company for the year ended 31 March 2021.

The trustees (who are also the directors of the company for the purposes of company law) 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 was needed. The charity's gross income was less than £250,000.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it has been 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 Charity Commission under section 145(5)(b) of the 2011 Act and to state whether particular matters have come to my attention.

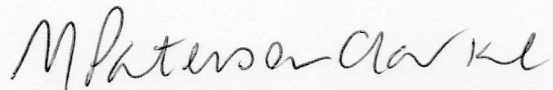
My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and 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' of the charity's activities.

After having carried out my examination, no matter of material significance has come to my attention that gives me reasonable cause to believe that the accounts do not meet the requirements to keep accounting records in accordance with Section 386 of the Companies Act 2006 and to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and

principles of the Statement of Recommended Practice: Accounting and Reporting by Charities or that there are any matters of material significance to which attention should be drawn in order to reach a proper understanding of the accounts.

Please do not hesitate to contact me on 07711 011368 should you have any questions regarding the examination or my report.

Yours faithfully

A handwritten signature in cursive script, appearing to read 'Margot Clarke'.

Margot Clarke MICB CB Dip
(Member of the Institute of Certified Bookkeepers)