



Cheylesmore Community Association Limited
Trustees Annual Report and Financial Statements to March 2024

Telephone: 024 7650 2226
Website: cheylesmorecentre.co.uk/
Cheylesmore Community Centre, 111 Arundel Road, Cheylesmore, Coventry, CV3 5JL
Charity Number: 1136649
Company Registered Number: 07198105

Company information for the period ended 31st March 2024.

Cheylesmore Community Association Limited is a charitable company limited by guarantee

Directors

Pauline Venables (Chair until 19 Feb 2024)
Adam Lilley (appointed 19 Dec 2023, Chair from 19 Feb 2024)
Alison Fox
Lindsey Buss
Carla Crawley (appointed 19 Dec 2023)
Shabana Sarguro (appointed 19 Dec 2023)
Frances Fielding (resigned 19 Dec 2023)
Victoria Gill (resigned 21 June 2023)
Andy Rodgers (resigned 21 June 2023)

Registered Office Address

Cheylesmore Community Association Ltd
Cheylesmore Community Centre
111 Arundel Road
Cheylesmore
Coventry
CV3 5JL

Directors Report and Trustees Annual Report

The trustees present their annual report and financial statements for the year ended 31 March 2024. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Governing Documents, the Charities Act 2011 and *"Accounts 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) (effective 1 January 2019)."*

Objectives and Activities

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

The main activities include the running of the Community Centre to meet the needs of the local community. It's 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. During this financial year we saw many improvements in the centre that were undertaken by our team and volunteers. Work has begun from the board to help bring the charity in more stable financial position and improve the processes and procedures in place.

The Trustees/Directors can confirm that they have had regard to the guidance issued by the Charity commission on public benefit.



Achievements and Performance

For the financial year of 2023 – 2024, Cheylesmore Community Centre has seen a steady transformation to increase what it offers to the local community and to the internal workings of the centre. The year has seen a real increase in bookings from a diverse set of groups and users. Our offering of creating a space for recreation, social & educational needs for the Cheylesmore community and beyond is as popular as ever.

We have seen new board members join during this year, to help bring out new voices from the community and bring new ideas and viewpoints. We look forward to establishing new processes and procedures, with a new focus on the financial health of the centre, to help ensure we can offer more help to the community and to bring robust HR procedures to ensure a motivated workforce.

Education & Wellbeing classes

One of the important aspects of the community centre is the educational and wellbeing classes that take place. As the new financial year arrived, we started to offer the centre to the ADHD workshops and 'Mental Health Matters' continued to offer evening drop ins at our volunteer led library.

One new offering we were able to bring to the centre was volunteering and work experience for local secondary school, Corley Academy, where teenagers of 14 and upwards were able to learn how to work in a coffee shop. Important life and working skills such as time management and working as part of a team were important aspects of volunteering.



Continuing our work with educating and wellbeing, during the summer the centre was able to offer space for the Guide Dogs charity, where sessions for children were put on. This was a fantastic opportunity to understand and work with dogs.

Finally, sports groups have seen an increase at the centre, with Ariel Hoop, Black Sun Karate, Sunset yoga and badminton becoming mainstays at the centre, opening more sports opportunities to the community.

Religious services

For many years the centre hosted the King's Church, having strong ties to the church. We have continued our strong ties with a growing number of churches that use the centre on a Sunday, making it one of the busiest days.

From June we saw this increase, with additional bookings throughout the week from these churches.

Public services

The centre's long and storied history in offering the local community public services continued with the centre being a polling station in the 2023 local elections. We also hosted the local Councillors and MP's surgery, allowing us to be a vital part of the workings of Cheylesmore's local democracy.

We also continued to see increasing booking from Coventry and Warwickshire Partnership NHS Trust and South Warwickshire University NHS Foundation Trust, offering rooms for training of their staff and much more.



Another part of the public service bookings we've received has been from Cygnet Health, who continue to use the centre on a regular basis. They are a leading provider of social care services for children and adults with mental health issues and disabilities, offering vital work in the local community.

In November 2023 we hosted an Adult Social Care Open Day where agencies from across the city came together to showcase services and opportunities to interested members of the local community.

As 2023 progressed, one big event that was a great addition to the community was the 'Family Fun Day', a free event which was sponsored by the West Midlands Mayor, with a visit from the Mayor himself. This offered all our user groups the opportunity showcase their classes and share the great work they do.

Improvements to the centre

Major work has taken place to help obtain funding for our recent flooded kitchen, which offered vital courses in adult education for cookery and similar courses. It has been a major loss to the centre since it's flooding in 2022, so working with Coventry City Council and Acom, we made it an effort to find the funding required. Whilst we progressed for the search for funders, we installed a wheelchair friendly entrance into the training kitchen, alongside a new corridor, ensuring it is independent from other booked rooms. This work can help us to get the centre ready for a potential new kitchen once funding is found.

The largest improvements to the centre were to the heating systems that were coming of age, with the installation of 2 new boilers and boiler repairs to another. As part of the futureproofing of the centre, work will continue over the next few years to help the centre become more energy efficient and to keep more heat in throughout the day. We have continued to look into other future proofing such as solar panels to help the centre to bring down energy costs and help meet its own energy target. In addition, installing of energy efficient lights progresses throughout the centre to continue the energy efficient improvements.



Further fire safety improvements were made this year with the main hall fire exit door being replaced.

**CHEYLESMORE COMMUNITY ASSOCIATION LIMITED
FOR THE YEAR ENDING 31 MARCH 2024**

As we come into the new financial of 2024/2025, we look to have a more strategic and holistic building programme, that will help us to look for the correct funding if required and to help self-finance work where possible. The board, centre manager and build team for the centre will look at planning in work at the optimal times and plan to help bring costs down.

Cheylesmore Community Centre Volunteers

The centre has a fantastic and varied array of volunteers that help at many of the different groups and initiatives that it plays host to:

- Food Hub - 30 volunteers, collect pack and deliver 90 food bags to local families in need
- Library - 10 volunteers continue to run this service on behalf of the council. Most users are unaware that the library is staffed by volunteers
 - Conversation Café to improve your spoken English
 - Warm and safe space
 - Participation in the Reading Agency's Summer Reading Scheme for primary school children.
- Big Clean Up - a team of up to 10 volunteers collect their equipment from the centre and litter pick the local areas for 1.5 hours on a Sunday morning
- Corley Academy work experience volunteers. We would like to say thank you to all our volunteers for a fantastic year.



Financial Review

Over 72% of the income of Cheylesmore Community Association Ltd comes from room hire to many local organisations and individuals who make use of the space for groups and activities. 27% of the Association's income is from C3 Cafe. The centre also undertakes fundraising to cover provide services on offer. Overall income in 2023/4 rose nearly 5% in the year compared to 2022/3.

Expenditure also increased, by nearly 12% in the year. The Bounceback loan continues to be repaid.

Total funds at 31/3/2024 were £6,943. The Trustees are keen to increase reserves in the next year. With the cafe now established and new user groups regularly joining the centre, Trustees have reached the conclusion that the centre is a going concern for the year ahead.

Structure, Governance and Management

Cheylesmore Community Association Limited is governed by Articles of Association dated charitable company, registered with both Companies House and the Charities Commission. Trustees are selected by the board of directors appointed in post at each AGM.

Signed on behalf of the Trustees/Directors by:

A handwritten signature in black ink, appearing to be 'Adam Lilley', with a stylized, flowing script.

Adam Lilley

Chair of Trustees of Cheylesmore Community Association Limited

Independent Examiner's Report to the Trustees of Cheylesmore Community Association Ltd

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2024 which are set out on pages 9 to 15.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

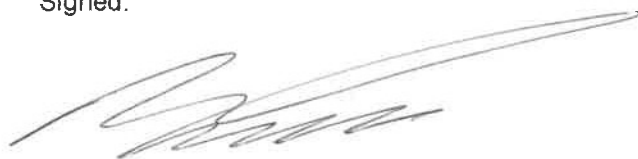
Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no 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 company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

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:



Robert Anderson FCA
Azets Audit Services
3Mc Middlesmarch Business Park
Siskin Drive
Coventry
CV3 4FJ

12/12/24

CHEYLESMORE COMMUNITY ASSOCIATION LIMITED
FOR THE YEAR ENDING 31 MARCH 2024

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

		Unrestricted funds	Restricted funds	2024 Total Funds	Unrestricted funds	Restricted funds	2023 Total Funds
	Notes	£	£	£	£	£	£
Income from:							
Donations and Legacies		1,117	1,500	2,617	1,285	8,400	9,685
Charitable activities	2	360,376	100	360,476	336,556	-	336,556
		361,493	1,600	363,093	337,841	8,400	346,241
Expenditure on:							
Charitable activities	3	355,101	6,402	361,503	310,516	11,014	321,530
Interest payable		729	-	729	990	-	990
Depreciation		7,774	300	8,074	7,439	300	7,739
		363,604	6,702	370,306	318,945	11,314	330,259
Transfer of funds		1,000	(1,000)	-	-	-	-
Net Income/Expenditure		(1,111)	(6,102)	(7,213)	18,896	(2,914)	15,982
RECONCILIATION OF FUNDS							
Total funds brought forward		(3,527)	17,683	14,156	(22,423)	20,597	(1,826)
Total funds carried forward		(4,638)	11,581	6,943	(3,527)	17,683	14,156

The statement of financial activities includes all gains and losses recognised in the period.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

CHEYLESMORE COMMUNITY ASSOCIATION LIMITED
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BALANCE SHEET

	Notes	Unrestricted fund £	Restricted funds £	2024 Total Funds £	2023 Total Funds £
FIXED ASSETS	4				
Office and Kitchen		8,531	-	8,531	13,741
Building		243	-	243	415
Leasehold Improvements		-	3,000	3,000	3,300
Centre Fixture and Fittings		6,638	-	6,638	2,961
Café Fixture and Fittings		1,310	-	1,310	2,075
		16,722	3,000	19,722	22,492
CURRENT ASSETS					
Bank	5	32,197	8,581	40,778	22,338
Receivable	6	7,662	-	7,662	26,392
		39,859	8,581	48,440	48,730
LIABILITIES					
Amounts falling due within one year	7	(47,401)	-	(47,401)	(35,651)
NET CURRENT ASSETS		(7,542)	8,581	1,039	13,079
 Less amounts falling due after more than one year	8	(13,818)	-	(13,818)	(21,415)
NET LIABILITIES / ASSETS		(4,638)	11,581	6,943	14,156

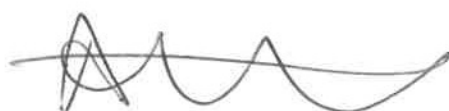
For the year ending 31st March 2024 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

SIGNED ON BEHALF OF THE BOARD BY: 02/12/2024



Adam Lilley
Chair of Trustees of Cheylesmore Community Association Limited

NOTES TO THE FINANCIAL STATEMENTS

1. Accounting policies

Charity information

Cheylesmore Community Association Limited is a charitable company, incorporated in England and Wales. The registered office is Cheylesmore Community Centre, 111 Arundel Road, Coventry, CV3 5JL

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going Concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposed and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

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Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

1.6. Tangible Fixed Assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost of valuation of assets less their residual values over their useful lives on the following bases: Straight line over 20 years.

1.7 Cash and Cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic Financial asset

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial Liabilities classified as payable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable with one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for good or services that have been acquired in the ordinary course of operations from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.9. Retirement benefits

Payments to defined contribution benefit schemes are charged as an expense as they fall due

CHEYLESMORE COMMUNITY ASSOCIATION LIMITED
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2. Charitable Activities

	Unrestricted funds £	Restricted funds £	2024 Total Funds £	2023 Total Funds £
INCOME				
Room Hire	260,517	100	260,617	225,255
Insurance Proceeds	3,407	-	3,407	25,632
Vending Sales	-	-	-	1,937
C3	96,452	-	96,452	83,732
Total	360,376	100	360,476	336,556

3. Charitable Activities

	Notes	Unrestricted funds £	Restricted funds £	2024 Total Funds £	2023 Total Funds £
EXPENDITURE					
Audit and Accounting		3,086	-	3,086	3,329
C3		32,082	1,326	33,408	36,068
Development costs		1,524	100	1,624	2,265
Event costs		-	174	174	-
Fundraising Costs		12	286	298	-
Insurance		6,045	-	6,045	5,575
Licences		5,823	-	5,823	4,341
Light, Power, Heating, Waste		53,148	-	53,148	19,522
Office, Advertising & Training		2,384	-	2,384	1,799
Premises		23,606	-	23,606	30,347
Rates		1,295	-	1,295	2,728
Salaries and Pensions	9	223,874	-	223,874	198,050
Telephones / Internet		1,873	-	1,873	4,987
Travel		349	-	349	462
Vending Stock		-	-	-	1,043
Youthwork		-	4,516	4,516	11,014
Total		355,101	6,402	361,503	321,530

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4 Fixed Assets

	Office & Kitchen	Building	Leasehold	Centre Fixtures & Fittings	Café Fixtures & Fittings	Total
Cost						
At 1 April 2023	31,402	1,714	6,000	6,247	3,828	49,191
Additions	2,851	-	-	5,537	-	8,388
VAT Adjustment	(3,085)	-	-	-	-	(3,085)
At 31 March 2024	31,168	1,714	6,000	11,784	3,828	54,494
Depreciation						
At 1 April 2023	17,659	1,299	2,700	3,288	1,753	26,699
Charge for year	4,978	172	300	1,858	765	8,073
At 31 March 2024	22,637	1,471	3,000	5,146	2,518	34,772
Net book value						
At 31 March 2023	13,743	415	3,300	2,959	2,075	22,496
At 31 March 2024	8,531	243	3,000	6,638	1,310	19,722

5 Restricted Funding

	Fixed Assets	Library	Youthwork	Mayors Weekend	Total
Held at 01/04/2022	3,600	1,716	15,281	-	20,597
Income	-	-	8,400	-	8,400
Expenditure	(300)	-	(11,014)	-	(11,014)
Held at 31/03/2023	3,300	1,716	12,667	-	17,683
Income	-	100	-	1,500	1,600
Expenditure	(300)	(100)	(4,802)	(1,500)	(6,702)
Transfer of funds	-	(1,000)	-	-	(1,000)
Held at 31/03/2024	3,000	716	7,865	-	11,581

Fixed Assets – Centre roofing

Youthwork – Funds given by 29th May Charitable Trust for Youthwork

Library – restricted for Library use

Mayors Weekend Funding – funding for a one-off event

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6 Debtors due in less than one year

	2024	2023
Trade debtors	7,457	760
VAT Recoverable	205	-
Insurance proceeds	-	<u>25,632</u>
Total	7,662	26,392

7 Creditors due in less than one year

	2024	2023
PAYE/NICS/Pension	(4,014)	(2,283)
Bounce Back Loan	(9,340)	(12,432)
Income in Advance	(10,972)	(15,609)
Trade Creditors	(17,498)	(2,482)
Other Creditors	<u>(5,577)</u>	<u>(2,846)</u>
Total	(47,401)	(35,651)

Income in advance represents room hire received relating to periods after the balance sheet date

8 Creditors due in more than one year

	2024	2023
Bounce Back Loan	(13,818)	(21,415)

9 Fees for the examination of the accounts

	2024	2023
Independent examiner's fees	1,800	1,800

10 Trustees' Remuneration

There was remuneration to 0 trustees during the year (2023:0) and no expenses paid (2023:nil). No employees received over £60k in remuneration.

11 Staffing costs

	2024	2023
Gross Salaries	209,239	184,761
E'ers NIC Contributions	6,831	6,429
Pension Contributions	7,804	6,860
Total	223,874	198,050

The total number of employees in the year ending 31 March 2024 was 33 (average in 2023: 19)

12 Defined Contribution Pension Scheme

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund. The charge to profit or loss in respect of defined contribution schemes was £7,804 (2023 - £6,860).

13 Related party transactions

There were no related party transactions for the year ended 31st March 2024 (2023: None)