



## **Gamlingay Community Centre**

### **DIRECTORS' REPORT AND FINANCIAL STATEMENTS**

for the year ended  
31 December 2023

Charity Registration No. 1137588  
Company Registration No. 7343640

# Gamlingay Community Centre

## DIRECTORS' REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2023

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The Board of Directors, whose members are also Trustees, presents its report and financial statements for the year ended 31 December 2023.

#### Reference and Administration Information

<b>Charity name:</b>	Gamlingay Community Centre
<b>Charity registration number:</b>	1137588
<b>Company registration number:</b>	7343640
<b>Registered office and operational address:</b>	Gamlingay Eco-Hub Stocks Lane Gamlingay Sandy SG19 3JR

#### Directors and Trustees

The Directors of the charitable company (the charity) are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees. Trustees who served during the year were:

John McKee	<b>Chair</b>
Neil Muirhead	
Benita Scott	
Guy Kiddy	
Paula Wilson	
Jane Savage	
Robert Petch	
Larry New	
James Laugharne (resigned 10 May 2023)	
Ashleigh Dickerson (appointed 1 December 2023)	
Magdalena Majewska-Celi (appointed 1 December 2023)	

#### Background

The charitable company was incorporated on 12 August 2010 and registered as a charity on 26 August 2010, with the specific objective of obtaining a leasehold interest on a property known as Gamlingay Community Centre and subsequent to a major refurbishment of the centre, operating all facilities there.

#### Structure, Governance and Management

##### Governing document

*Gamlingay Community Centre* is a company limited by guarantee governed by its Memorandum and Articles of Association. It is registered as a charity with the Charity Commission. Anyone over the age of 18 can become a Member of the Company and there are currently 10 Members. In the event of the company being wound up Members are required to contribute an amount not exceeding £10.

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### **FOR THE YEAR ENDED 31 DECEMBER 2023**

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#### Recruitment and Appointment of Trustees

The Directors of the company are also charity Trustees for the purposes of charity law and under the company articles, are known collectively as the Board. Under the requirements of the Memorandum and Articles of Association, the members of the Board are elected to serve, after which one third shall retire each year but are eligible for re-election at the next Annual General Meeting.

#### Trustee Induction and Training

The Board has implemented a recruitment and induction procedure. Investment is made in Trustee training as required.

### **Objectives and activities**

The charity's objective is:

TO PROMOTE WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE, POLITICAL, RELIGIOUS AND OTHER OPINIONS, THE ADVANCEMENT OF EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE AND RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE RESIDENTS WITHIN THE PARISH OF GAMLINGAY.

#### Public benefit

The centre is open to all to use for the purpose of events, group meetings and activities. The Parish Council and a library access point are contained within the centre. We have over 25 local groups using the centre on a regular basis. During the year, the Trustees have continued to bear in mind the Charity Commission guidance on public benefit.

The building was constructed to the highest environmental standards and plays an important role in raising awareness about the environment, in and around Gamlingay. The building uses systems and technologies which minimise environmental impact and give the best value for money. The charity has won several awards for its design and environmental value.

### **Financial review**

The charity received total income of £108,770 in the year (2022: £110,234). Of this, £62,899 related to letting and catering income in connection with operating the centre.

The charity has a long-term maintenance fund, held in designated bank accounts, into which annual contributions are made. The above-mentioned Finance Support Agreement between the charity and the Parish Council stipulates how the annual contribution to the fund is met. This is dependent on the financial results of the charity. For most years, this contribution is met by the Parish Council.

A balance of £2,859 remains in a designated fund for a specific project in 2024.

# Gamlingay Community Centre

## DIRECTORS' REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2023

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In addition to the designated fund, there were unrestricted reserves carried forward of £42,106 (2022: £42,749).

#### Reserves policy

The Board aim to maintain 'free reserves' of £5,000 at all times to cover any contingency which may arise due to an unforeseen drop in letting income.

#### **Future activity**

The trustees have a formal budget in place for a three year period to cover projected income and expenditure. The projection for 2024 is to break even on charitable activities.

#### **Statement of Trustees' responsibilities**

The trustees (who are also directors of *Gamlingay Community Centre* for the purposes of company law) are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

# **Gamlingay Community Centre**

## **DIRECTORS' REPORT**

### **FOR THE YEAR ENDED 31 DECEMBER 2023**

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The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report of the directors has been prepared in accordance with the special provisions within Part 15 of the Companies Act 2006.

**By order of the Board**

J McKEE  
Chair

Dated: 8 July 2024

# **Gamlingay Community Centre**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GAMLINGAY COMMUNITY CENTRE, FOR THE YEAR ENDED 31 DECEMBER 2023**

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I report on the accounts of the company for the year ended 31 December 2023 set out on pages 8 to 12.

This report is made solely to the company's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

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 period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Act, as amended).
- state whether particular matters have come to my attention.

### **BASIS OF INDEPENDENT EXAMINER'S STATEMENT**

My examination was carried out in accordance with 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 seeking 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' and the report is limited to those matters set out in the statement below.

# Gamlingay Community Centre

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GAMLINGAY COMMUNITY CENTRE, FOR THE YEAR ENDED 31 DECEMBER 2023

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### INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect 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, and 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 Charitieshave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Antoinette Gorst FCCA CTA  
Anstee Gorst  
Chartered Certified Accountants  
Ground Floor Offices  
Unit 4 Eaton Court  
Colmworth Business Park  
Eaton Socon  
St Neots  
PE19 8ER

# Gamlingay Community Centre

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>INCOME FROM:</b>					
Grants	3	-	32,179	32,179	39,456
Investment income - bank interest		1,551	1,077	2,628	263
Charitable activities	4	73,963	-	73,963	70,515
<b>Total income</b>		<b>75,514</b>	<b>33,256</b>	<b>108,770</b>	<b>110,234</b>
<b>EXPENDITURE ON:</b>					
Charitable activities	5	78,863	10,479	89,342	114,473
<b>Total expenditure</b>		<b>78,863</b>	<b>10,479</b>	<b>89,342</b>	<b>114,473</b>
<b>NET INCOME BEFORE TRANSFERS</b>		<b>(3,349)</b>	<b>22,777</b>	<b>19,428</b>	<b>(4,239)</b>
Transfers				-	-
Funds brought forward at 1 January 2023		48,314	156,588	204,902	209,141
Funds carried forward at 31 December 2023	10	44,965	179,365	224,330	204,902

The notes on pages 10 to 12 form part of these financial statements.



# Gamlingay Community Centre

## Registered company number 7343640

### BALANCE SHEET

AS AT 31 DECEMBER 2023

	Note	2023 £	2022 £
<b>FIXED ASSETS</b>	7	4,444	4,861
<b>CURRENT ASSETS</b>			
Debtors	8	23,202	22,366
Cash at bank		202,359	183,125
		<u>225,561</u>	<u>205,491</u>
<b>CURRENT LIABILITIES</b>			
Amounts falling due within one year	9	(5,675)	(5,450)
		<u>(5,675)</u>	<u>(5,450)</u>
<b>NET ASSETS</b>		<u><b>224,330</b></u>	<u><b>204,902</b></u>
<b>CHARITY FUNDS</b>			
<b>Unrestricted</b>			
General fund	10	42,106	42,749
Designated fund	10	2,859	5,565
<b>Restricted</b>	10	179,365	156,588
<b>TOTAL FUNDS</b>	10	<u><b>224,330</b></u>	<u><b>204,902</b></u>

The Trustees consider that the Charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the period in question in accordance with section 476 of the Act. The Trustees acknowledge their responsibilities for ensuring that the Charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the Charity as at 31 December 2023 and of its surplus for the year then ended in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the Charity.

Approved by the board and signed on behalf of the Trustees:

**J McKee**

Approved and authorised for issue on 8 July 2024

The notes on pages 10 to 12 form part of these financial statements.

# Gamlingay Community Centre

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 DECEMBER 2023

#### 1 ACCOUNTING POLICIES

##### a) General

The charity is a limited company registered number 7343640 and its Registered Office is at Gamlingay Eco Hub, Stocks Lane, Gamlingay, Sandy SG19 3JR.

The financial statements have been prepared in accordance with 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) (effective 1 January 2019) and the Companies Act 2006. The going concern basis assumes that the charity will continue to meet its costs and obligations on an ongoing basis.

The company meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

##### b) Fixed assets

Capital items are only classed as fixed assets when they are deemed to have an economic useful life of more than one year and cost £500 or more. Depreciation is provided at rates of 20%-33% pa straight line.

##### c) Income receivable

Grants received are accounted for in the financial year to which they relate.

Voluntary income and investment income is accounted for in the financial year in which it is received.

##### d) Charitable activity expenditure

Expenditure is included on an accruals basis. Charitable activity expenditure comprises those costs directly attributable to managing the day to day activity of the charitable company.

##### e) Pension scheme

The company operates a defined contribution pension scheme. Contributions are charged to the SOFA as they become payable in accordance with the rules of the scheme.

##### f) Funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity. Restricted funds are funds that are to be used with specific restrictions imposed by the donors or funds which have been raised by the Charity for particular purposes. The aim and use of each restricted fund is set out on the notes to the financial statements.

##### g) Cash Flow Statement

The financial statements do not include a Cash Flow Statement because the Charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard FRS 102.

#### 2 STATUS

The charity is a company registered in England, limited by guarantee and has no share capital.

Members liability is limited to £10 and at the balance sheet date there were 10 members (2022: 9).

	Unrestricted	Restricted	2023 Total	2022 Total
	£	£	£	£
<b>3 GRANTS AND DONATIONS</b>				
Grants from Gamlingay Parish Council	-	22,000	22,000	13,000
Donations to Jubilee event	-	-	-	17,417
Warm Hub refreshments	-	5,950	5,950	1,090
South Cambs District Council	-	-	-	4,000
Cambs Community Fund	-	3,290	3,290	3,000
Gamlingay Community Turbine	-	200	200	100
South Cambs District Council	-	-	-	643
Misc income on behalf of Gamlingay Players	-	739	739	206
	-	32,179	32,179	39,456

**Gamlingay Community Centre**  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

	Unrestricted funds	Restricted funds	Total 2023	Total 2022
	£	£	£	£
<b>4 INCOME FROM CHARITABLE ACTIVITIES</b>				
Income from letting and catering	62,899	-	62,899	58,174
Income from electricity generation	4,872	-	4,872	7,165
Income from events	5,584	-	5,584	4,337
Other income	608	-	608	839
	<u>73,963</u>	<u>-</u>	<u>73,963</u>	<u>70,515</u>

	Unrestricted funds	Restricted funds	Total 2023	Total 2022
	£	£	£	£
<b>5 EXPENDITURE ON CHARITABLE ACTIVITIES</b>				
Wages and salaries	34,088	-	34,088	36,037
Direct costs relating to letting and catering	2,444	1,387	3,831	22,211
Premises costs	17,151	5,980	23,131	12,659
Marketing costs	2,089	-	2,089	2,085
Professional fees	3,661	-	3,661	2,566
Sundry equipment	700	-	700	2,075
Depreciation	627	1,635	2,262	1,000
Repairs and maintenance costs	14,158	738	14,896	28,684
Office and general expenses	3,324	739	4,063	6,562
Computer and IT costs	621	-	621	595
<b>Total costs</b>	<u>78,863</u>	<u>10,479</u>	<u>89,342</u>	<u>114,474</u>

No Trustees received any remuneration during the year.

	2023	2022
	£	£
<b>6 STAFF COSTS</b>		
Wages and salaries is made up as follows:		
Gross salaries	33,869	35,790
Employers' pension contributions	219	247
	<u>34,088</u>	<u>36,037</u>

There were 6 employees during the year (2022: 6).  
No employee received over £60,000.

<b>7 FIXED ASSETS</b>		
Cost at 1 January	14,700	9,794
Additions	1,845	4,906
Cost at 31 December	<u>16,545</u>	<u>14,700</u>
Accumulated depreciation at 1 January	9,839	8,839
Depreciation charged in the year	2,262	1,000
Accumulated depreciation at 31 December	<u>12,101</u>	<u>9,839</u>
Net Book Value at 31 December	<u>4,444</u>	<u>4,861</u>

<b>8 DEBTORS</b>		
Trade debtors	392	56
Other debtors and prepayments	22,810	22,311
	<u>23,202</u>	<u>22,367</u>

<b>9 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		
Taxes and social security costs	1,855	905
Accruals and other creditors	3,820	4,545
	<u>5,675</u>	<u>5,450</u>

# Gamlingay Community Centre

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 DECEMBER 2023

#### 10 FUNDS

Certain funding received by the charity is given with restrictions as to the use of the funds. These funds are classed as restricted funds and are identified below.

RESTRICTED FUNDS	BALANCE BROUGHT FWD £	INCOMING RESOURCES £	OUTGOING RESOURCES £	TRANSFERS £	BALANCE CARRIED FWD £
Sinking fund for long-term maintenance	152,333	22,077	(738)		173,672
Gamlingay Bowls Club	-	700	0		700
Connect Café	-	500	(500)		-
Warm Hub refreshments	30	5,950	(5,980)		-
Grant for new doors	4,225	-	(1,635)		2,590
Dementia group	-	3,290	(887)		2,403
Tickets for events on behalf of Gamlingay Players	-	739	(739)		-
	156,588	33,256	(10,479)	-	179,365
<b>UNRESTRICTED FUNDS</b>					
Designated fund	5,565	-	(2,706)	-	2,859
General fund	42,749	75,514	(76,157)	-	42,106
<b>TOTAL FUNDS</b>	204,902	108,770	(89,342)	-	224,330

#### **Restricted funds comprise:**

- The sinking fund payment is an annual sum agreed with the landlord, Gamlingay Parish Council, to build up a fund for major repairs maintenance over a period of 30 years. In accordance with the terms of an agreement with the landlord, the annual sum can be transferred to this fund by the Council or by the charity.
- The bowls club grant was for a bowling mat.
- The Connect café grant was for catering for a party.
- The Warm Hub refreshments grant was given to provide refreshments to make the centre a "Warm Hub".
- The dementia group grant was for materials and activities for use by the group.
- The doors grant was provided by Cambs Community Fund to finance new disabled-friendly doors for the centre.
- The tickets fund was set up for a local group to use the centre's credit card facilities.

#### **Designated funds comprise:**

- part of the surplus from 2020 and 2021 resulting from local authority grant income was designated by trustees for several specific purposes. Much of this has been spent but there remains a balance of £2,859 designated to help towards the cost of solar panels electrical work in 2024.

#### 11 LEASE COMMITMENTS

An agreement to lease the property known as Gamlingay Community Centre for a period of fifty years from the freeholder, Gamlingay Parish Council, was entered into on 17 February 2011. No rental payments are due in respect of this agreement for the period of the lease.

#### 12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted funds £	Unrestricted funds £	Total £
Fixed assets	2,589	1,855	4,444
Current assets	179,365	46,196	225,561
Current liabilities	-	(5,675)	(5,675)
	181,954	42,376	224,330