



HIGHWORTH COMMUNITY ASSOCIATION

10th Annual Report

For Financial Year

1st April 2021

To

31st March 2022

Chair's Report. 2021/2022

The last financial year has been a rollercoaster ride.

The first quarter bookings were very slow and with a large deficit we were fearful that they would not pick up.

The second quarter bookings improved which surprised us all as July and August are traditionally our quieter months.

December in our third quarter was extremely quiet which despite better bookings in September and October our deficit increased.

Our final quarter bookings flourished and whilst still in the red we ended the year by reducing our midyear deficit by almost 75%.

The 2022 to 2023 year is looking promising with robust bookings in place.

On that note, I would like to take this opportunity to thank our clients over this challenging Covid period, hopefully we can all move forward together.

Everyone should take a look at our booking calendar where you will be amazed at the diversity of clubs, societies, groups, companies and individuals that use our facilities.

They include everything from children's groups to company training sessions. We are also a polling station and a police touchdown point.

Since December 2021 we have been hosting a memory Café which has proved Popular and in September the Lunch club having shut down during Covid returned.

We continue to offer indoor and outdoor facilities for parties and weddings.

We accommodate them all and more and I am proud to be a small part of the group that made all this possible.

I would also like to thank the group of trustees and volunteers who work away behind the scenes.

Covid forced our plans for improvements to be put on hold, but hopefully in the coming year we can turn at least some of our aspirations into reality.

I thank all those who freely give their time to make this centre a success and continue to work so hard for the benefit of the community.

Paul Newton-Smith
Chairman

Treasurer's report

The 2021, 2022 financial year was again a difficult one. Despite the relaxation of the Covid still hanging over us the centre was closed for most of the year which presented us with major income problems.

Our hire income was only £28160.00 whilst our expenditure was £31002.00 leaving a deficit of £2842.00.

Fortunately, we were eligible for Covid support payments and we received £4000.00 in grants which allowed us to cover the majority of our losses

Of those bookings we did receive, the income was divided 44% from community bookings and 56% from For Profit hire. This is reversal on previous years.

It is apparent that our policy of HIRING space continues to be sound and in a normal year we can expect to make a reasonable if small profit. Except for the last couple of years which to be honest has been exceptional we have always made a profit.

Financially we are sound and have sufficient reserves to continue into the 2022/2023 financial year whilst we rebuild our bookings.

Hire costs. The trustees as part of their Annual Review will look at hire costs and if the climate permits and they feel it to be necessary, adjust them as seems appropriate.

Ken Saunders

Treasurer.

Balance sheet for period 01/04/2021 to 31/03/2022

HCA Summary of accounts for period 01/04/2021 to 31/03/2022

	Opening Bal	Closing Bal	Difference
Assets C/Fd £0.00			
Nat West No 1 Acc	£52,894.68	£30,018.19	-£22,876.49
Nat West No 2Acc	£25,653.83	£45,653.83	£20,000.00
Cash Book receipts	£0.00	£33.80	£33.80
Petty Cash Acc	£1.56	£1.56	£0.00
Totals	£78,550.07	£75,707.38	-£2,842.69

Expenditure

Advertising	£0.00
Other Expenditure	-£240.00
Housekeeping	-£176.79
Cleaning services	-£10,963.00
Sanitary disposal	-£275.18
Grounds & Maintenance	-£2,320.24
Phones	-£941.81
Insurances/ licences	-£7,513.51
Stationary	£0.00
Utilities	-£5,797.51
Refund	-£392.00
water	-£55.06
Donations	-£1,744.99
IT	-£582.80
Furniture	£0.00

Expenditure -£31,002.89

Bsank error incoorect
payment made

Total Expenditure -£31,002.89

£0.00

-£31,002.89

Income

Room Hire	583	£13,027.12
Casual Bookings		£4,190.60
NotForProfit		£5,959.75
		£23,177.47
Donation		£417.00
Refunds		£565.73
Grants		£4,000.00
Other		£0.00

£4,982.73

Difference £0.00

Total Income £28,160.20

Income over Expenditure current year -£2,842.69

2020/21 Income over Expenditure B/Fd £78,550.07

Total Income over Expenditure £75,707.38

Represented by

Nat West No 1 Acc	£30,018.19
Nat West No 2Acc	£45,653.83
Petty Cash	£1.56
Cash book	£33.80
Assets	£0.00
Total	£75,707.38

Signed

Kenneth Saunders



CHARITY COMMISSION
FOR ENGLAND AND WALES

High Level Community Association

11/07/21

Receipts and payments accounts

CC16a

For the period
from

Period from 01/04/2021

To

Period to 31/03/2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Room Hire	23,177	-	-	23,177	6,074
Donations	417	-	-	417	-
other	566	-	-	566	-
Covid payments	4,000	-	-	4,000	32,571
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	28,160	-	-	28,160	38,645
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	28,160	-	-	28,160	38,645
A3 Payments					
Advertising	-	-	-	-	-
Cleaning services	10,963	-	-	10,963	7,500
sanitary Services	275	-	-	275	197
Housekeeping	177	-	-	177	474
Refunds	392	-	-	392	500
Maintenance	2,320	-	-	2,320	990
Insurance /Licences	7,514	-	-	7,514	3,283
Utilities	6,794	-	-	6,794	7,333
Other	240	-	-	240	2
IT	583	-	-	583	-
Donations	1,745	-	-	1,745	-
Sub total	31,003	-	-	31,003	20,279
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	31,003	-	-	31,003	20,279
Net of receipts/(payments)	- 2,843	-	-	- 2,843	18,366
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	78,550	-	-	78,550	-
Cash funds this year end	75,707	-	-	- 2,843	18,366

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Nat West No 1 A/c	30,018	-	-
	Nat West No 2 Ac	45,654	-	-
	Petty Cash	35	-	-
	Total cash funds	75,707	-	-
(agree balances with receipts and payments account(s))				

[illegible]

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
Details				
Tables			-	-
Chairs			-	-
Computers			-	-
Heaters			-	-
Crockery			-	-
Chair Movers			-	-
WiFi			-	-
CCTV			-	-
Misc			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on
behalf of all the trustees

Signature	Print Name	Date of approval
	Kenneth Saunders	28/03/2022



Section A

Independent Examiner's Report

Report to the trustees/
members of

Highworth Community Associiition

On accounts for the year
ended

31st March 2022

Charity no
(if any)

1139727

Set out on pages

1 & 2

Responsibilities and
basis of report

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

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(5)(b) of the Act.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

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.

** Please delete the words in the brackets if they do not apply.*

Signed: *Joan A Webb*

Date: 1/1/2023

Name: Joan Webb

Relevant professional
qualification(s) or body
(if any):

Address:	26 Lismore Road
	HIGHWORTH
	Swindon SN6 7HU

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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