

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

England & Wales · Charity number 1145178

## Details

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Status	Registered
Legal form	Charitable company
Company number	<a href="#">07662038</a>
Registered	2011-12-20
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Community Centre The Oval Stevenage SG1 5RD
Phone	01438359404
Email	<a href="mailto:gailmardlin@ovalcommunity.com">gailmardlin@ovalcommunity.com</a>
Website	<a href="http://www.ovalcommunity.com">www.ovalcommunity.com</a>

## Activities

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**Objects:** TO PROMOTE THE BENEFIT OF THE INHABITANTS OF STEVENAGE WITHOUT DISTINCTION OF SEX, SEXUALORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, BY ASSOCIATING TOGETHER THE SAIDINHABITANTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE-TIME OCCUPATION, WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE SAID INHABITANTS.TO ESTABLISH, OR SECURE THE ESTABLISHMENT OF, A COMMUNITY CENTRE AND TO MAINTAIN AND MANAGE THE SAME (WHETHER ALONE OR IN CO-OPERATION WITH ANY LOCAL AUTHORITY OR OTHER PERSON OR BODY) IN FURTHERANCE OF THESE OBJECTIVES.TO PROMOTE SUCH OTHER CHARITABLE PURPOSES AS MAY FROM TIME TO TIME BE DETERMINED.

**Activities:** We run a Community Centre. Within the centre we accomodate a Children's Centre and a Pre-school. We hire rooms out to many groups such as Dog Training, Girl Guides, Friendship Group, various dancing classes, toddler group, baby clinic, Zumba, Tai chi etc. We also put on regular events for the local community. We are sympathetic to charitable organisations wanting to use our centre.

## Classification

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- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, Amateur Sport, Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

## Geography

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- Hertfordshire

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£95,491	£93,565	-	-
2024-03-31	£76,018	£87,017	-	-
2023-03-31	£70,395	£89,921	-	-
2022-03-31	£94,360	£69,226	-	-
2021-03-31	£96,037	£71,973	-	-

## Trustees

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Name	Role	Appointed
JEANETTE AUDREY THOMAS		2011-12-20
PAUL LAURENCE BOIELLE		2011-12-20
Rev Pete Orton		2021-11-03

**THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

England & Wales - Charity number 1145178

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# Accounts

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Registered Charity Number  
1145178

Registered Company Number  
07662038

**The Oval (Stevenage)  
Community Association**

**Report and Accounts  
for the year ended 31 March 2025**

**The Oval (Stevenage) Community Association  
Report and accounts  
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**The Oval (Stevenage) Community Association  
Company Information**

**Directors**

Jeanette Thomas (Chairperson)  
Paul Laurence Boielle  
Rose Hall (resigned 21 October 2024)  
Reverend Pete Orton

**Accountants**

Hargreaves Owen Limited  
Red Sky House  
Fairclough Hall  
Halls Green  
Herts  
SG4 7DP

**Bankers**

The Co - operative Bank plc  
PO Box 101, 1 Balloon Street  
Manchester  
M60 4EP

**Registered office**

The Oval Community Centre  
The Oval  
Vardon Road  
Stevenage  
Herts  
SG1 5RD

**Charity number**

1145178

**Company number**

07662038

# **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025**

The Directors of the Company, who are the trustees of the charity for the purposes of Charity Law, present their report for the Accounting Period 1st April 2024 to 31st March 2025.

### **NAME, REGISTERED OFFICE AND CONSTITUTION OF THE CHARITY**

The full name of the charity is The Oval (Stevenage) Community Association.

The legal registration details are :-

<i>Company Registration Number</i>	07662038
<i>The Registered Office is</i>	The Oval Community Centre, The Oval Vardon Road, Stevenage, Herts SG1 5RD
<i>Charity Registration Number</i>	1145178
<i>The telephone number is</i>	01438 359404

### **OBJECTIVES AND ACTIVITIES OF THE COMPANY**

The company is governed by its' Articles of Association, as modified by special resolution on 19th December 2012. The company's charitable objects, set out in its' Articles of Association, are:

- to promote the benefit of the inhabitants of Stevenage without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure - time occupation, with the object of improving the conditions of life of the said inhabitants
- to establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objectives
- to promote such other charitable purposes as may from time to time be determined

### **SUMMARY OF THE MAIN ACTIVITIES OF THE CHARITY IN RELATION TO ITS OBJECTIVES**

In all the activities undertaken by the Company, the Directors in their role as charity trustees have been mindful of their statutory duty to take into account the guidance on public benefit set out in The Charity Commission's Guidance Documents PB1 The Public Benefit Requirements, PB2 Running a Charity and PB3 Reporting.

During the accounting period, the principal activity of the Company comprised the day-to-day running and management of The Oval Community Centre, including the letting of rooms and halls.

Sarah Walker, the Community Centre Manager, is the Company's senior paid employee. The range and scope of activities undertaken, during the 2024/2025 year can best be judged from her report prepared for the Company's 2025 AGM, which is reproduced below (in italics), having been endorsed by the Directors.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

### Centre Manager's Report

#### Hire

It has been a busy and challenging time for the office staff with many changes to the diary bookings throughout the year. However, the extra work has paid off and our daytime hire is picking up considerably.

- The psychic circle has stopped meeting on 18<sup>th</sup> April 2024.
- The Mums & Baby Yoga sessions stopped on 21<sup>st</sup> June 2024 after her offer period ran out.
- Our own Toddler Group closed on 15<sup>th</sup> July 2024. Due to the lack of volunteers to run the group, numbers attended had dwindled. It was a shame to lose such a vital community group.
- Due to funding cuts, we lost the hire from NHS Health on 10<sup>th</sup> August 2024 who were working alongside the Family Centre to provide parents-to-be sessions, 3 times every 2 months.
- Sabre Grappling hired room 3/4 for 4 evenings a week from 7pm – 8pm starting 14<sup>th</sup> October to teach Brazilian Jujitsu to Adults. Unfortunately, the room was too small, and they left us on 18<sup>th</sup> December 2024.
- Chair Yoga left us on 13<sup>th</sup> December 2024. They were on a temporary reduced rate that we could no longer sustain. We could not accommodate her class in a smaller room.
- Yoga with Mirka ceased on 12<sup>th</sup> December 2024 due to low numbers of attendees.
- Home School Tutoring started a regular hire on 20<sup>th</sup> January 2025 for 15 hours per week, term time. Unfortunately, this hire only lasted 4 weeks.
- Buzz Cheerleaders hire abruptly stopped on 10<sup>th</sup> February 2025 due to family commitments.
- Dance Yourself Fit joined us for a brief period over the summer holidays 2024. However, we were unable to accommodate them on a longer term.
- The Black Men Forum joined us on 7<sup>th</sup> October 2024 hiring the main hall on a Monday evening for over 50's black men to join a table tennis league.
- The Irish Network approached us to hire our rooms as they were looking to venture further into the Community. We were excited to be able to offer them a variety of dates, times and rooms to suit their needs on a regular weekly basis. Their hire commenced on 8<sup>th</sup> October 2024.
- TBC Healthcare started hiring the coffee bar on Thursday mornings from 24<sup>th</sup> October 2024 to run a weight loss clinic for people referred from a GP. After their first week they increased their sessions to 2 a week for 12 weeks.
- Space Herts hired room 3/4 from 10<sup>th</sup> January 2025 for a 6-week training course.
- Stevenage Borough Football Foundation increased their hire to 3 sessions per week with effect from 4<sup>th</sup> February 2025, adding adult walking football.
- Our Craft Group continues and is at full capacity.

# **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025**

During the quieter period of the summer holidays, we closed the Centre Office on a Friday, to help keep staff costs down.

The Family Centre Contract was up for tender and was won by OneYMCA. They took over from Barnardos our existing hirer on 1<sup>st</sup> January 2025. Jeannette and Paul had a Teams Call with HCC and OneYMCA on 29<sup>th</sup> October 2024 to look through the hire agreement. Gail, myself and SBC also joined a further meeting on 19<sup>th</sup> December 2024 to discuss the hire agreement in more detail. The Agreement was signed on 27<sup>th</sup> January 2025.

OneYMCA does not employ a cleaner. We provided a quote for this service, which was accepted and our cleaner Caroline commenced cleaning the Youthwing with effect from 17<sup>th</sup> February 2025 for 5 hours per week.

Other continuous regular hire includes, Jive of Hearts, Dogs Trust, Beezee Bodies, Youth Connexions, TCES, Ostomistics, Longfellow Pilates, Friendship Group, Dogs Trust, Chiropodist, Amputee Family.

### **Functions**

Children's parties have remained consistent throughout the year.

Evening functions were very quiet at the beginning of the financial year but began to pick up towards the end. We have formed a link with Andy Marshall who runs a mobile bar company to promote each other's services, which has brought in some adult parties.

### **Staff Changes**

Sarah Walker – Centre Manager with effect from 1<sup>st</sup> April 2024

Gail Mardlin – Deputy Manager with effect from 1<sup>st</sup> April 2024

### **Caretakers**

David Slade's health remains stable, and he is slowly building back into taking on more work. David Doy continues to do maintenance tasks during his caretaking shifts.

Abbey has reduced her regular caretaking hours due to family commitments.

Caroline Swallow, our cleaner, also joined our Caretaking team in November 2024.

Philip Swallow joined our Caretaking Team on 29<sup>th</sup> October 2024.

### **Trustees**

Sadly, our longstanding Trustee Rose Hall passed away on 6<sup>th</sup> September 2024. Rose was a huge part of the Community Centre for many years, also running the Friendship Group. She will be greatly missed by all who knew her. Her funeral was held on 1<sup>st</sup> October 2024, and her wake was at the Centre.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

### Other

\*The payroll system was moved to Moneysoft with effect from April 2024 and the Iris contract has been cancelled. The new system is much more user-friendly.

\*The Scottish Power account was in credit, and we were able to apply for a refund of £797.22 in July 2024.

Staff were awarded a 2.5% salary increase, with effect from 1<sup>st</sup> July 2024.

\*The regeneration of the Oval Area is still being worked on by SBC. I had a meeting to discuss the interior of our new building on 22<sup>nd</sup> August 2024 so the plans could be finalised to go out to tender. We await any further news via Stevenage Borough Council.

\*We had a price increase for all hire of 2.5% with effect from 1<sup>st</sup> November 2024.

\*We were given an HCC Grant of £5000 to run a Community Café over the colder months. The grant allowed us to pay for the room hire, energy costs, staff costs and covered all the refreshments we provided. The café commenced on 7<sup>th</sup> November 2024, initially opening every Thursday from 12.45pm – 3pm to provide free light refreshments. As the session grew, we were able to extend it to a Tuesday from 6<sup>th</sup> February 2025 and a Saturday morning once a month from 8<sup>th</sup> February 2025, in which we provided a light breakfast and a takeaway lunch bag.

\*We purchased a sum up machine in January 2025 so that we can take card payments during our own events.

\*Michelle and Jean, our volunteers, kindly continue to hold regular jumble sales for us and takings for this financial year were £1030.02 which is an improvement on last year (£979.63). We continue to pass on unwanted jumble to Herts Air Ambulance. A big thank you to Michelle and Jean for all their hard work with not only the jumble but manning stalls at our events.

### Events

2024 was the 50<sup>th</sup> Anniversary of Centre and All Saints Church. Therefore, we decided to hold some special events as part of our celebrations –

\*On Friday 5<sup>th</sup> April 2024 we held a Family Easter Disco, with LCB funding. This money provided a disco, crisps, drinks and a raffle, all free of charge. 96 people attended.

\*Tuesday 18<sup>th</sup> June 2024, we held an over 50's afternoon tea/disco from 1pm – 3pm. With LCB funding we paid for the disco, cream tea and refreshments. The Irish Network kindly provided volunteers to do the catering, and we could not have done it without them. We provided 120 visitors with a free afternoon. The mayor was in attendance.

\*Saturday 6<sup>th</sup> July 2024 was our Summer Fair from 11am – 2pm. The weather wasn't kind to us, and all activities were moved inside. We provided a giant inflatable football goal, kiddi go-carts, inflatable fun and a face painter all free of charge as they were kindly paid for by LCB funding. The turnout was quieter than usual, however all the stall holders did well. Kevin Bonavia attended, which was his first appearance as MP for Stevenage. We were also visited by the mayor. Past employees and current craft group members kindly pulled together to help us.

\*Tuesday 1<sup>st</sup> October 2024 together with All Saints Church, we had a stall at Stevenage Older Persons Day. We promoted all our groups and services, gave out home made cakes and craft goodies and free Christmas cards. The event was well attended and a worthwhile exercise.

## **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025**

\*Saturday 9<sup>th</sup> November 2024 together with All Saints Church we held a Quiz Night.

\*Saturday 7<sup>th</sup> December 2024 was our popular Christmas Craft Fair from 11am – 2pm. Despite horrendous weather we were busy with 40 craft stalls. LCB kindly funded the Face Painter, Santa and Santas Gifts so we were able to offer these free of charge. The Family Centre was a great support in running free craft activities for children and helping with the Grotto. We had 2 stalls, manned by volunteers.

\*Saturday 29<sup>th</sup> March 2025, together with All Saints Church we held a Quiz Night. 53 people attended.

Income from all events throughout 2024/25 was £1594.99 and expenditure was £226.62, making an overall profit of £1368.37.

**A huge thank you to all the staff, volunteers and trustees for their dedication and support throughout the year to provide a warm, welcoming Centre for the community."**

# **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Oval (Stevenage) Community Association is a charitable company limited by guarantee, registered with Companies House on 8th June 2011 as Company No. 07662038 and with the Charity Commission on 20th December 2011 as charity no. 1145178.

It was founded by the Trustees of the Oval Community Association, registered charity no. 270150, who are the guarantors, undertaking to pay £1 each if the company is wound up, with the express purpose of taking over the running of the Oval Community Centre, The Oval, Vardon Road, Stevenage, from the unincorporated charity.

The current Trustees are:

Jeanette Thomas (chair)	(appointed 8 June 2011)
Paul Laurence Boielle	(appointed 8 June 2011)
Rose Hall	(resigned 21 October 2024)
Reverend Pete Orton	(appointed 3 November 2021)

The trustees as noted above are also the guarantors and directors of the company.

The Company being limited by guarantee, there are no directors' interest in share capital.

All the directors of the company are also trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Act. The directors are members of the company

The Directors of the Company have no interest in any contract with the Company nor do they receive any remuneration for their service or personal expenses.

# **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025**

### **FINANCIAL REVIEW AND FINANCIAL STATEMENTS**

#### **a Transactions and Financial Position**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: 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 (FRS102) issued on 16 July 2014 and with the Charities Act.

#### **Hon Treasurer's Report**

The statutory accounts, prepared on an accruals basis, record that, with income from lettings increased from the 2023/2024 year there was a small surplus on the year of £1,926. This is the first surplus since the pandemic, indicating that lettings income is recovering following their collapse due to the pandemic. Energy costs increased from £10,795 to £11,356, more than twice the pre-Ukraine war level.

In 2024/2025, wages in the year were £65,367, an increase of 11% on the £58,815 of the previous year, reflecting both an increase in activity levels and in the wage rates, the latter necessary to retain staff. Pre-pandemic, two thirds of the Centre's expenditure was accounted for by salaries. In 2024/2025 this percentage was 70% due in part to our on-going squeeze on all non-essential expenditure and in part to on-going staffing issues. Nine years ago, the Company had made a commitment to pay its lowest paid employees the Living Wage Foundation's living wage. In the 2020/2021 year, because of uncertainty about the future resulting from the pandemic, wages were frozen at the 2019/2020 level. In addition, the Company limited all discretionary expenditure to the bare minimum, in an effort to stretch the Company's reserves as far into the future as possible. However, towards the end of 2021, in response to difficulties in recruiting caretaking staff, their wage rate was raised to the Living Wage Foundation rate, with a commitment to raising all staff to this rate, as a minimum, during 2022/2023, which commitment was duly honoured, as it has been in subsequent years, including 2024/2025.

In the 2025/2026 year the challenge will be to judge whether and by how much activities return to pre-pandemic levels and the resultant impact on the Charity's income and the resources available to cover expenditure, and this in turn will put pressure on those expenditure items over which the Company has control, which is primarily staff wages, accounting for some 70% of annual expenditure. This wage percentage can only be sustained at the expense of investment in repair, renewals, fittings and fixtures and the like, in which there has been significant under-investment over the previous 5 years.

## **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025**

The Oval (Stevenage) Enterprises Ltd., which ran the bar at Community Centre functions, was set up by trustees and staff members of The Oval (Stevenage) Community Association's predecessor unincorporated charity as that charity's trading arm. The founders, who were Enterprises shareholders, donated their shares to the charity in the 2017/2018 and 2018/2019 years. However, Enterprises Directors decided to suspend operations when the existing premises licence fell due for renewal at the end of summer 2021, as functions with bars were so infrequent that staffing them was uneconomic, and it is now a dormant company.

The Company receives assistance each year from Stevenage Borough Council, through leasing the Community Centre at a nominal rent. The 2019/2020 annual report discussed at length the Borough Council's plans to sweep all the existing buildings, including the Community Centre and All Saints Church, off the Oval site and then use developers to redevelop, squeezing a Community Centre somewhere into an odd corner of the site. As reported in 2022/2023, the current plan is to relocate the Community Centre and All Saints Church to a site north of its current location, with the Community Centre envisaged as a 3 story building at the south end of the new site, with the main hall on the second floor, not ideal from the Community Association's point of view. Discussions with the architects engaged by Stevenage Borough Council to design the new Community Centre, and indeed the entire area redevelopment, have concluded with the Borough Council looking to put the redevelopment out to tender. Even if the redevelopment goes to plan, it will be a couple of years yet before the new community centre is complete. Linked to the redevelopment plans is the Community Association's lease of the Community Centre, which ran out in 2021/2022, and which the Borough Council have informed the Association won't be renewed or extended except on a year-by-year basis. This is continuing to have a negative effect on the Association's prospects of obtaining more substantial grants, though this hasn't stopped the Company from taking advantage of grants controlled by local Councillors,

As mentioned in previous annual reports, the Community Centre shares the Oval complex with All Saints Church, an ecumenical partnership between the Methodist Church and the Church of England with a common entrance hall and shared toilets. A good working relationship with the officials and clergy of the two congregations, and especially the Church of England's full-time priest, makes for an easier life. He, with the support of the church's officials has been active in pursuing opportunities for co-operative working. All Saints Church are in a stronger position than the Community Association when it comes to the redevelopment, as the freehold of the church site and the building itself, are owned by an independent body representing the original founders of All Saints Church: that is the Church of England, the Roman Catholic Church and the Methodist Church. Indeed, discussions between the Borough Council's lawyers and the Church's owner's lawyers are on-going. Until an agreement is reached, there is significant potential to delay the redevelopment programme.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

### **b Fixed Assets**

During the period April 2024 to March 2025 there were no additions to Fixed Assets.

### **c Reserves Policy**

The level of unrestricted reserves held at the end of the 2024/2025 financial year was £114,196 which amounts to some 14 months income at the 2024/2025 rate. In the 2015/2016 year, as a result of the uncertainties about the long-term future of the Community Centre, and the increasing trend for the Company to have to call on its own resources to keep the Community Centre weatherproof and warm, the Directors/Trustees reviewed the reserves policy, and felt it prudent, by the time the redevelopment of The Oval precinct takes place, to have in reserves a year's unrestricted income. Accordingly, the current level of reserves is more than that required by the current reserves policy. The issue with this policy is that for the past 9 years, when the redevelopment of the Oval precinct will take place has always been "within the next 5 years". Although the signs are promising, with work to start on preparing the ground for the new building forecast to start before the end of 2025, the Oval redevelopment is not yet a done deal, and if the Borough Council's finances become over-stretched, the Oval redevelopment could find itself once more "kicked into the long grass."

The Company does not at present anticipate having to cease operation permanently when the existing Community Centre is demolished since the redevelopment plans provide for a replacement, albeit not like-for-like, but there will be disruption with winding down of operations in one building and winding them up in another, which may not be concurrent, and the replacement Centre may not be able to accommodate all the existing range of activities, resulting in some loss of revenue and increases in costs.

At the beginning of the 2024/2025 financial year, the Directors expected to have to draw down the reserves by at least £19,500 to cover the shortfall of income over expenditure in the financial year as a result of the after-effects of the Covid-19 pandemic. In the event, for the reasons outlined earlier, the outcome over the year was a surplus of £1,926 reflected in the modest increase in reserves.

### **d Share Capital**

The company is limited by guarantee and therefore has no share capital

### **e Responsibilities of the trustees in relation to the financial statements**

The Directors (who are also the charity's trustees) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the Directors to prepare financial statements for each year which give a true and fair view of the state of financial affairs of the company and of the profit and loss of the company for that period.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

In preparing those financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The Directors, as trustees, are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply not only with the Companies Act 2006 but also the Charities Act 2011 and 2022. They 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.

In all the activities undertaken by the Company, the Directors in their role as charity trustees have been mindful of their statutory duty to take into account the guidance on public benefit set out in The Charity Commission's Guidance Documents PB1 The Public Benefit Requirements, PB2 Running a Charity and PB3 Reporting.

The directors consider that for the year ended 31 March 2025, the company was entitled both to an exemption from a statutory audit under section 477 of the Companies Act 2006 and under section 144 of the Charities Act 2011.

However, the Charities Act 2011 does require an independent examination and accordingly, the directors have appointed Karen Bunyan of Hargreaves Owen Ltd as Independent Examiner.

In accordance with company law, as the charitable company trustees, the Directors certify that:

•so far as they are aware, there is no relevant information of which the charitable company's independent examiners are unaware; and

•as the trustees of the charitable company, they have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant information and to establish that the company's independent examiner is aware of that information.

### f Method of preparation of accounts

The trustees, in their capacity as directors, state that the accounts have been prepared in accordance with the special provisions in Part 15 of the Companies Act 2006 relating to small companies.

*P.L. Boielle*

Paul Laurence Boielle  
Director and Trustee

Dated *16<sup>th</sup> September 2025*

The Oval (Stevenage) Community Association

## **Independent examiner's report to the trustees of The Oval (Stevenage) Community Association**

I report on the accounts of the company for the year ended 31 March 2025, which are set out on pages 14 to 23.

### **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 year under section 144(2) of the Charities Act 2011 and 2022 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to 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
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

### **Basis of independent examiner's report**

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 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 next statement.

**Independent examiner's report to the trustees of The Oval (Stevenage)  
Community Association**

**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, 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

have 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

*K. Bunyan*

Karen Bunyan FCCA  
Hargreaves Owen Ltd  
Chartered Certified Accountants  
Red Sky House  
Fairclough Hall  
Halls Green  
Weston  
Herts  
SG4 7DP

The date upon which my opinion is expressed is: 17<sup>th</sup> September 2025

**The Oval (Stevenage) Community Association  
Statement of Financial Activities  
for the year ended 31 March 2025**

	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
Notes	2025 £	2025 £	2025 £	2024 £
<b><i>Incoming resources from generated funds</i></b>				
Voluntary Income	-	6,112	6,112	862
Activities for generating funds	87,800	-	87,800	74,042
Investment Income	1,579	-	1,579	1,114
<b>Total incoming resources</b>	<b>89,379</b>	<b>6,112</b>	<b>95,491</b>	<b>76,018</b>
<b><i>Costs of charitable activities</i></b>				
Governance costs	87,915	4,720	92,635	86,087
	930	-	930	930
<b>Total resources expended</b>	<b>88,845</b>	<b>4,720</b>	<b>93,565</b>	<b>87,017</b>
<b>Net (outgoing) / incoming resources before transfers between funds</b>	<b>534</b>	<b>1,392</b>	<b>1,926</b>	<b>(10,999)</b>
<b>Gross transfers between funds</b>			-	-
<b>Net (outgoing) / incoming resources before Other recognised gains and losses</b>	<b>534</b>	<b>1,392</b>	<b>1,926</b>	<b>(10,999)</b>
<b>Net movement in funds</b>	<b>534</b>	<b>1,392</b>	<b>1,926</b>	<b>(10,999)</b>
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	<b>113,662</b>	<b>2,127</b>	<b>115,789</b>	<b>126,788</b>
<b>Total Funds carried forward</b>	<b>114,196</b>	<b>3,519</b>	<b>117,715</b>	<b>115,789</b>

The net movement in funds referred to above is the net outgoing resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commission for England & Wales and is reconciled to the total funds as shown in the Balance Sheet on page 16 as required by the said statement.

**All activities derive from continuing operations**

**The notes on pages 15 to 22 form an integral part of these accounts.**

**The Oval (Stevenage) Community Association  
Balance Sheet  
as at 31 March 2025**

	Notes	2025 £	2024 £
<b>The assets and liabilities of the charity :</b>			
<b>Fixed assets</b>			
Intangible assets	7	10	10
Tangible assets	8	7	7
<b>Current assets</b>			
Debtors	9	6,006	7,181
Cash at bank and in hand		117,327	113,862
<b>Total current assets</b>		<u>123,333</u>	<u>121,043</u>
<b>Creditors:-</b>			
amounts due within one year	10	(5,635)	(5,271)
<b>Net current assets</b>		<u>117,698</u>	<u>115,772</u>
<b>Total assets less current liabilities</b>		<u>117,715</u>	<u>115,789</u>
<b>Net assets / (liabilities)</b>		<u>117,715</u>	<u>115,789</u>
<b>The funds of the charity :</b>			
<b>Unrestricted income funds</b>			
Unrestricted revenue accumulated funds		114,196	113,662
<b>Total unrestricted funds</b>		114,196	113,662
<b>Restricted income funds</b>			
Restricted revenue accumulated funds		3,519	2,127
<b>Total restricted funds</b>		3,519	2,127
<b>Total charity funds</b>		<u>117,715</u>	<u>115,789</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

*P. L. Boielle*

P Boielle  
Director

Approved by the board of trustees on

*16<sup>th</sup> September 2025*

The notes on pages 16 to 23 form an integral part of these accounts.

**The Oval (Stevenage) Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2025**

**1 Accounting policies**

***Basis of preparation of the accounts***

The Charity constitutes a public benefit entity as defined by FRS 102. 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 (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2022, and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

***Incoming Resources***

Incoming resources are accounted for on a receivable basis i.e. they are included if the date receivable falls within the period covered by these accounts.

***Investment Income***

Bank Interest received is included on an actual receipts basis.

***Recognition of liabilities***

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the Statement of Recommended Practice for Accounting and Reporting (revised June 2008) issued by the Charity Commissioners for England & Wales .

***Fixed assets and depreciation***

Upon incorporation, fixed assets were transferred from the unincorporated association at nil book value - consequently in respect of these assets no depreciation has been charged in this accounting period.

Fixed Assets that have been purchased in subsequent years are stated at cost less depreciation.

Depreciation has been provided at the following rates in order to write off the assets (less their estimated residual value ) over their estimated useful economic lives.

Fixtures, fittings & office equipment	25% straight line
---------------------------------------	-------------------

***Taxation***

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company , and is therefore included in the relevant costs in the Statement of Financial Activities

**The Oval (Stevenage) Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2025**

***Funds structure policy***

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

There is no formal policy of transfer between funds or on the allocation of funds to designated funds, other than that described above.

Any other proposed transfer between funds would be considered on the particular circumstances.

***Transition to FRS 102***

No restatement of items has been required in making the transition to FRS 102. The transition date was 1 April 2015.

**2 Winding up or dissolution of the charity**

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

**3 Surplus for the financial year**

	<b>2025</b>	<b>2024</b>
	£	£
This is stated after crediting :-		
Revenue from ordinary activities	93,912	74,904
and after charging:-		
Reporting Accountant's fees	930	930

Funds belonging to the charity have not been used for the purchase of insurance to protect the charity from loss arising from the neglect or defaults of its trustees, employees or agents, or to indemnify its trustees, employees or agents, against the consequences of any neglect or default on their part.

**4 Statement that no expenses were paid to trustees or connected persons**

No expenses were paid to trustees or persons connected with them.

**5 Analysis of support costs**

An analysis of support costs by activity (Appendix 2) is included in the detailed schedule to the Statement of Financial Activities.

**The Oval (Stevenage) Community Association  
Notes to the Accounts  
for the year ended 31 March 2025**

<b>6 Staff Costs and Emoluments</b>	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Gross Salaries	65,367	58,815

<b>Numbers of full time employees or full time equivalents</b>	<b>2025</b>	<b>2024</b>
Engaged on charitable activities	3	3

There were no fees or other remuneration paid to the trustees

**7 Intangible Fixed Assets**

	<b>Shares in group undertaking</b>
<b>Cost</b>	
At 1 April 2024	10
Additions	-
At 31 March 2025	<u>10</u>

10 Ordinary shares with a nominal value of £1 each in The Oval (Stevenage) Enterprises Ltd - now a dormant company ceased trading on 5 April 2022 - were donated to the charity in the year ended 31 March 2019.

The charity now holds 100% of the share capital of The Oval (Stevenage) Enterprises Ltd

**8 Tangible fixed assets**

	<b>Fixtures, fittings &amp; office equipment £</b>
<b>Asset cost</b>	
At 1 April 2024	19,285
Additions	-
At 31 March 2025	<u>19,285</u>
<b>Accumulated depreciation</b>	
At 1 April 2024	19,278
Charge for the year	-
At 31 March 2025	<u>19,278</u>
<b>Net book value</b>	
At 31 March 2025	<u>7</u>
At 31 March 2024	<u>7</u>

**The Oval (Stevenage) Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2025**

<b>9 Debtors</b>		<b>2025</b>	<b>2024</b>
		£	£
Trade debtors		6,006	7,181
Prepaid expenses		-	-
		<u>6,006</u>	<u>7,181</u>
<b>10 Creditors: amounts falling due within one year</b>		<b>2025</b>	<b>2024</b>
		£	£
Trade creditors		204	638
Accrued expenses		2,318	1,680
PAYE and NI		1,188	878
Deferred income and grants in advance		1,925	2,075
		<u>5,635</u>	<u>5,271</u>
<b>11 Analysis of the Net Movement in Funds</b>		<b>2025</b>	<b>2024</b>
		£	£
Net movement in funds from Statement of Financial Activities		1,926	(10,999)
Net resources applied on functional fixed assets		-	-
<b>Net movement in funds available for future activities</b>		<u>1,926</u>	<u>(10,999)</u>
<b>12 Particulars of Individual Funds and analysis of assets and liabilities representing funds</b>			
<b>At 31 March 2025</b>			
	<b>Unrestricted funds</b>	<b>Designated funds</b>	<b>Restricted funds</b>
			<b>Total Funds</b>
	£	£	£
Intangible Fixed Assets	10	-	10
Tangible Fixed Assets	7	-	7
Current Assets	119,814	-	123,333
Current Liabilities	(5,635)	-	(5,635)
	<u>114,196</u>	<u>-</u>	<u>117,715</u>
	£	£	£
	<b>Funds at 2024</b>	<b>Movements in as below</b>	<b>Funds at 2025</b>
	£	£	£
Unrestricted	113,662	581	114,196
Fire Marshall Training	60	-	60
LBC - First Aid	20	-	-
SBC Christmas Fair	12	-	-
LCB Training	951	-	951
SBC Xmas Fair	30	-	-
LCB Funding 2024	1,054	178	73
SBC Display Board	-	134	-
LCB Printer	-	300	300
SBC Summer Fair	-	200	200
LCB Afternoon Tea	-	300	300
HSF Warmspaces Café	-	5,000	1,635
	-	-	-
	-	-	-
	-	-	-
	<u>115,789</u>	<u>6,693</u>	<u>(4,767)</u>
			<u>117,715</u>

**The Oval (Stevenage) Community Association  
Notes to the Accounts  
for the year ended 31 March 2025**

**13 Endowment Funds**

The charity had no endowment funds in the year ended 31 March 2025

**14 Share Capital**

The charity is incorporated under the Companies Act 2006 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter

There are 3 members of the company (2024 -4)

The Oval (Stevenage) Community Association

Appendix 1

Analysis of Total Incoming & Outgoing Resources by Activity  
for the year ended 31 March 2025

	Fundraising	Other	2025	2024
	£	Activities	Total	Total
	£	£	£	£
<i>Incoming resources from generated funds</i>				
Voluntary Income	6,112	-	6,112	862
Activities for generating funds	87,800	-	87,800	74,042
Investment Income	1,579	-	1,579	1,114
<i>Incoming resources from charitable activities</i>	-	-	-	-
<i>Other Incoming Resources</i>	-	-	-	-
<b>Total Incoming Resources</b>	<b>95,491</b>	<b>-</b>	<b>95,491</b>	<b>76,018</b>
<i>Costs of generating funds</i>				
Costs of generating voluntary income	-	-	-	-
<i>Costs of charitable activities</i>	92,635	-	92,635	86,087
<i>Governance costs</i>	930	-	930	930
<i>Other resources expended</i>	-	-	-	-
<b>Total resources expended</b>	<b>93,565</b>	<b>-</b>	<b>93,565</b>	<b>87,017</b>
<b>Net Incoming Resources by activity</b>	<b>1,926</b>	<b>-</b>	<b>1,926</b>	<b>(10,999)</b>

**The Oval (Stevenage) Community Association**  
**Schedule to the Statement of Financial Activities**  
**for the year ended 31 March 2025**

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2025	2025	2025	2024
	£	£	£	£
<b>Incoming Resources</b>				
<b>Voluntary Income</b>				
<b>Grants, legacies and donations</b>				
<b>Government and public bodies</b>				
<b>Incoming resources of a revenue nature</b>				
Grant income	-	6,112	6,112	862
<b>Total</b>	<b>-</b>	<b>6,112</b>	<b>6,112</b>	<b>862</b>
<b>Total Grants, Legacies &amp; Donations Received</b>	<b>-</b>	<b>6,112</b>	<b>6,112</b>	<b>862</b>
<b>Gifts in kind, donated services and facilities</b>				
Gifts and Donations			-	
<b>Total Gifts in kind, donated services and facilities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Voluntary Income</b>	<b>-</b>	<b>6,112</b>	<b>6,112</b>	<b>862</b>
<b>Activities for generating funds</b>				
Fundraising activities	87,800	-	87,800	74,042
<b>Total of activities for generating funds</b>	<b>87,800</b>	<b>-</b>	<b>87,800</b>	<b>74,042</b>
Bank deposit interest received	1,579	-	1,579	1,114
<b>Total Investment Income</b>	<b>1,579</b>	<b>-</b>	<b>1,579</b>	<b>1,114</b>
<b>Total Incoming Resources</b>	<b>89,379</b>	<b>6,112</b>	<b>95,491</b>	<b>76,018</b>
<b>Costs of generating funds</b>				
<b>Direct support costs</b>				
Coffee bar costs	73	-	73	176
Grant expenditure	47	4,720	4,767	-
	<b>120</b>	<b>4,720</b>	<b>4,840</b>	<b>176</b>
<b>Staff costs in support of charitable activities</b>				
Salaries - Administrative staff	33,617	-	33,617	38,081
Pension Contributions - administrative staff	1,321	-	1,321	1,554
	<b>34,938</b>	<b>-</b>	<b>34,938</b>	<b>39,635</b>
<b>Employee costs:</b>				
Travel and subsistence	12	-	12	12
Conferences & Courses	-	-	-	-
	<b>12</b>	<b>-</b>	<b>12</b>	<b>12</b>
<b>Premises Costs</b>				
Rent and rates payable	1,509	-	1,509	1,445
Insurance	982	-	982	940
Light and heat	11,356	-	11,356	10,796
Cleaning	9,649	-	9,649	9,913
Premises repairs and renewals	1,030	-	1,030	724
Alarm system maintenance	640	-	640	563
Caretaker	20,967	-	20,967	14,793
	<b>46,133</b>	<b>-</b>	<b>46,133</b>	<b>39,174</b>

**The Oval (Stevenage) Community Association  
Schedule to the Statement of Financial Activities  
for the year ended 31 March 2025**

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2025	2025	2025	2024
	£	£	£	£
<b><i>General administrative expenses:</i></b>				
Telephone and internet	1,539	-	1,539	1,539
Postage	-	-	-	39
Stationery and printing	1,334	-	1,334	1,256
Gifts and donations	9	-	9	121
IT Systems maintenance	2,004	-	2,004	1,977
Advertising and PR	-	-	-	-
Sundry expenses	466	-	466	763
Bad debts	-	-	-	-
	<b>5,352</b>	<b>-</b>	<b>5,352</b>	<b>5,695</b>
<b><i>Professional fees in support of charitable activities</i></b>				
Legal fees	-	-	-	-
Licences and permits	1,360	-	1,360	1,395
Companies House	-	-	-	-
	<b>1,360</b>	<b>-</b>	<b>1,360</b>	<b>1,395</b>
<b><i>Other support costs</i></b>				
Depreciation of assets used for charitable purposes	-	-	-	-
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Support costs</b>	<b>87,915</b>	<b>4,720</b>	<b>92,635</b>	<b>86,087</b>
<b>Total Expended on Charitable Activities</b>	<b>87,915</b>	<b>4,720</b>	<b>92,635</b>	<b>86,087</b>
<b><i>Governance costs that are not direct management functions inherent in generating funds, service delivery and programme or project work</i></b>				
<b><i>Specific governance costs</i></b>				
Reporting Accountant's Fees	930	-	930	930
<b>Total governance costs</b>	<b>930</b>	<b>-</b>	<b>930</b>	<b>930</b>

**THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

England & Wales - Charity number 1145178

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# Accounts

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Registered Charity Number  
1145178

Registered Company Number  
07662038

**The Oval (Stevenage)  
Community Association**

**Report and Accounts  
for the year ended 31 March 2024**

**The Oval (Stevenage) Community Association  
Report and accounts  
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**The Oval (Stevenage) Community Association  
Company Information**

**Directors**

Jeanette Thomas (Chairperson)  
Gylyan Boielle (resigned 10 October 2023)  
Paul Laurence Boielle  
Rose Hall  
Reverend Pete Orton

**Accountants**

Hargreaves Owen Limited  
Red Sky House  
Fairclough Hall  
Halls Green  
Herts  
SG4 7DP

**Bankers**

The Co - operative Bank plc  
PO Box 101, 1 Balloon Street  
Manchester  
M60 4EP

**Registered office**

The Oval Community Centre  
The Oval  
Vardon Road  
Stevenage  
Herts  
SG1 5RD

**Charity number**

1145178

**Company number**

07662038

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

The Directors of the Company, who are the trustees of the charity for the purposes of Charity Law, present their report for the Accounting Period 1st April 2023 to 31st March 2024.

### NAME, REGISTERED OFFICE AND CONSTITUTION OF THE CHARITY

The full name of the charity is The Oval (Stevenage) Community Association.

The legal registration details are :-

<i>Company Registration Number</i>	07662038
<i>The Registered Office is</i>	The Oval Community Centre, The Oval Vardon Road, Stevenage, Herts SG1 5RD
<i>Charity Registration Number</i>	1145178
<i>The telephone number is</i>	01438 359404

### OBJECTIVES AND ACTIVITIES OF THE COMPANY

The company is governed by its' Articles of Association, as modified by special resolution on 19th December 2012. The company's charitable objects, set out in its' Articles of Association, are:

- to promote the benefit of the inhabitants of Stevenage without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure - time occupation, with the object of improving the conditions of life of the said inhabitants
- to establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objectives
- to promote such other charitable purposes as may from time to time be determined

### SUMMARY OF THE MAIN ACTIVITIES OF THE CHARITY IN RELATION TO ITS OBJECTIVES

In all the activities undertaken by the Company, the Directors in their role as charity trustees have been mindful of their statutory duty to take into account the guidance on public benefit set out in The Charity Commission's Guidance Documents PB1 The Public Benefit Requirements, PB2 Running a Charity and PB3 Reporting.

At the 2023 AGM, held on 10<sup>th</sup>. October 2023, Mrs Gylyan Boielle, who had been a Director and Trustee of the Company since its foundation, as she had been for most of the time of its predecessor unincorporated charity, tendered her resignation, due to ill health. Over the years, her contributions to the Oval Community Centre and its management have been invaluable. Sadly, Gylyan died in January 2024.

During the accounting period, the principal activity of the Company comprised the day-to-day running and management of The Oval Community Centre, including the letting of rooms and halls.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

Gail Mardlin, the Community Centre Manager, is the Company's much valued and appreciated senior paid employee. The range and scope of activities undertaken, or more properly not undertaken due to the after-effects of the pandemic, during the 2023/2024 year can best be judged from her report prepared for the Company's 2024 AGM, which is reproduced below (in italics), having been endorsed by the Directors. Gail had found managing the Centre both during and after the pandemic, and especially having to deal with the staffing problems which resulted very stressful, and at the end of the 2023/2024 she swapped roles with her deputy.

### **Centre Manager's Report**

"Following the Covid 19 pandemic the Centre continued to remain quiet throughout the year. Regular groups started to return.

Hire remained quiet in the daytime and the hire we had was not substituting the loss of the preschool in July 2022. Following the preschool closure the office staff reduced their hours, and this continued with careful monitored in line with bookings.

The Family Centre continues to hold more face-to-face groups and made additional bookings for the main hall and portacabin to meet the demand.  
The Complete Education Solution continued to hire room 6 Monday to Thursday morning term times.

We lost the school holiday hire from Little Performers.

The Syrian Refuge group ceased hire in June 2023, but they may return in the future.

Age Concern returned on 19/9/23 to use the coffee bar on a Tuesday morning free of charge. It is a good opportunity to encourage local people into the centre and hopefully work with them on future events. Unfortunately, due to low attendance the coffee mornings stopped on 17/10/23.

Longfellow Pilates started to hire with us in January 2023 and has continued to hire weekly from us.

Stevenage Football Foundation extended their booking and continued to run the Extra Time Hub for over 50s on a Thursday morning.

Jive Of Herts, Youth Connexions, Ostomistics and Steel Bone continued their hire with us on a regular basis.

Chair yoga started here on a Friday morning for an hour on 13/10/23.

Psychic circle started hire on a Thursday evening for 2 hours from 21/9/23.

Yoga started on a Tuesday & Friday evening for 1 hour from 3/10/23.

Buzz Cheerleading started hiring the main hall on a Monday evening for just over an hour, extending to 2.50 hours from 26/2/24.

Mum & Baby fitness class started on 1/3/24 for one hour on a Friday morning for 6 weeks.

# **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024**

Messy Monsters, our own Toddler group reopened on 4/3/24 with new volunteers running the group.

Wednesday evenings have been booked on a regular term time basis by Beezee Bodies.

Adult functions remain slow, but children's parties were steady.

### **Staffing**

Sarah Pye started as our Cleaner in January 2023. Unfortunately, things did not work out and she left us on 19/7/23. Abbey Porter started work as our cleaner on 11<sup>th</sup> July 2023. Things did not work out with Abbey as a cleaner however, we were able to offer her a position of Caretaker.

Following discussions with the Committee Gail decided that she would like to cease her position of Centre Manager at the end of March 2023. It was agreed that Sarah Walker would take the Centre Manager position and Gail would become Deputy Manager from 1/4/24.

### **Caretakers**

David Doy and David Slade remain with us as our main caretakers. David Slade became unwell in September 2023 and after a period of time in hospital he was diagnosed with Myasthenia gravis. He returned to work on 5/10/23 and he is now on medication for this. He was on reduced hours and no lifting. David has improved slowly but is still limited as to what he can do.

During the year we have had several caretakers start work with us but unfortunately all have been very short term.

### **Jumble**

Michelle our Volunteer continued to run our Jumble Sales and was joined by Jean. The jumble takings for this financial year were £979.63 (Previous year £918.23). A small improvement on the previous year. We stopped using All Recycle to collect surplus jumble for cash as they became unreliable. We now use Herts Air Ambulance who collect the surplus jumble however, we do not receive payment for it. A huge thank you to Michelle and Jean for their time volunteered to the Centre for jumble sales and events.

### **Committee**

Our valued committee member Rose Hall sadly lost her husband Trefor Hall on 5<sup>th</sup> June 2023. Rose held his wake at the Centre, and we still have his wonderful paintings displayed in our Coffee Bar. The Committee donated to Herts Air Ambulance in his memory.

Gylyan Boielle our valued, long standing committee member had been very poorly and much of Paul's time has been taken up with caring for Gylyan after having Pneumonia in June 2023. Sadly, Gylyan passed away on 11/1/2024. Her funeral was on 13/2/24 and her wake was held at the centre. Gylyan will be missed by all that knew her.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

### Events

#### Summer Fair – Saturday 8<sup>th</sup> July 2023

The Centre and Church ran this event but unfortunately the family centre was not able to join in this year.

Local Councillors, Lloyd, Myla and Carolina kindly paid for the Donkey Rides and Face Painter. These were available free of charge. We had lots of stalls booked with people selling crafts etc. We charged £5.00 per table and took £60.00. We also invited regular user groups, and these were given a free table to advertise their services. The Association had a Hook A Duck, Sand Treasure and Tombola stall, kindly run by our volunteers, Rose, Denise, Jean, Abbey and Pam. There was also lots of outdoor toys for children to use in the community garden. Aiden Heritage, our regular Magician, offered his service free of charge for the event. We took £15.50 on the sand treasure, £32.00 on hook a duck and £90.00 on the tombola stall. The event was a great success and was busy despite the weather and avoiding a few rain showers. A big thank you to all staff and volunteers for all their hard work before, during and after the event! The church had a successful day too.

#### Family Disco

This was held on Monday 23<sup>rd</sup> October 2023 for a half term event. Ticket sales covered the cost of Abacus disco. Ticket sales were slow to start with but a total of 83 out of 100 available tickets were sold.

#### Christmas Fair

The Christmas Fair was on Saturday 2<sup>nd</sup> December 2023. We had 33 craft stalls booked. We had a Santa's grotto, which was free to visit. The Family centre kindly prepared the grotto and ran it on the day. David Slade was Santa. We had our usual face painter which was also free. Local Councillors kindly paid for the face painter, Santa and some new decorations. The Association ran a tombola stall (takings £212.00) and a teddy tombola (takings £90.00). One of our volunteers, Ann sold knitted scarves, and she kindly donated the £30 she took to the centre.

### Price Increase

Following our increase on 1<sup>st</sup> September 2022 we made a further increase in hire on 1<sup>st</sup> October 2023 by 5% and that included functions and children's parties.

### Wages Increase

There was a 7.40% increase as from 1<sup>st</sup> July 2023. This was to keep our wages in line with the real living wage.

### Grants

The HCC Warmer Spaces grant awarded in March 2023 was meant to be used to run an additional craft/social morning however the group was not successful. Therefore, it was agreed the money could fund the existing craft group on a Wednesday Morning.

### Regeneration of the Oval

Regular Teams meetings continued with SBC, All Saints Church and the Architects to design a new centre and church. The proposed 3 floors are not ideal, but compromises have been made to increase the size of the lounge on the ground floor to accommodate less abled hirers. Plans were agreed in principle ready for the Planning Committee.

The defib kindly funded by Own Homes continues to be invaluable and is regularly taken for emergency situations.

**A big thank you to all staff, committee and volunteers. It has been a challenging year with lots of staff changes particularly caretaking."**

# **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Oval (Stevenage) Community Association is a charitable company limited by guarantee, registered with Companies House on 8th June 2011 as Company No. 07662038 and with the Charity Commission on 20th December 2011 as charity no. 1145178.

It was founded by the Trustees of the Oval Community Association, registered charity no. 270150, who are the guarantors, undertaking to pay £1 each if the company is wound up, with the express purpose of taking over the running of the Oval Community Centre, The Oval, Vardon Road, Stevenage, from the unincorporated charity.

The current Trustees are:

Jeanette Thomas (chair)	(appointed 8 June 2011)
Gylyan Boielle	(resigned 10 October 2023)
Paul Laurence Boielle	(appointed 8 June 2011)
Rose Hall	(appointed 8 June 2011)
Reverend Pete Orton	(appointed 3 November 2021)

The trustees as noted above are also the guarantors and directors of the company.

The Company being limited by guarantee, there are no directors' interest in share capital.

All the directors of the company are also trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Act. The directors are members of the company

The Directors of the Company have no interest in any contract with the Company nor do they receive any remuneration for their service or personal expenses.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

### FINANCIAL REVIEW AND FINANCIAL STATEMENTS

#### **a Transactions and Financial Position**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: 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 (FRS102) issued on 16 July 2014 and with the Charities Act.

#### **Hon Treasurer's Report**

The statutory accounts, prepared on an accruals basis, record that, with income from lettings still well down on pre-pandemic levels, there was a deficit on the year of (£10,999). The primary reason for the deficit on the year is that the Company's lettings income was this amount down on pre-pandemic levels. The Company did change its gas supplier in an effort to hold the bills down, we could have done without the grief and aggravation which resulted. Energy costs reduced from £18,314 to £10,795, but were still twice the pre-Ukraine war level.

In 2023/2024, wages in the year were £58,817, an increase of 15% on the £50,910 of the previous year, reflecting both an increase in activity levels and in the wage rates, the latter necessary to obtain replacement members of staff. Pre-pandemic, two thirds of the Centre's expenditure was accounted for by salaries. In 2023/2024 this percentage had increased to 3/4 due in part to our on-going squeeze on all non-essential expenditure and in part to the on-going staffing issues outlined in the Centre Managers' Report. Eight years ago, the Company had made a commitment to pay its lowest paid employees the Living Wage Foundation's living wage. In the 2020/2021 year, because of uncertainty about the future resulting from the pandemic, wages were frozen at the 2019/2020 level. In addition, the Company limited all discretionary expenditure to the bare minimum, in an effort to stretch the Company's reserves as far into the future as possible. However, towards the end of 2021, in response to difficulties in recruiting caretaking staff, their wage rate was raised to the Living Wage Foundation rate, with a commitment to raising all staff to this rate, as a minimum, during 2022/2023, which commitment was duly honoured, as it has been in subsequent years.

In the 2024/2025 year the challenge will be to judge whether and by how much activities return to pre-pandemic levels (if they ever do) and the resultant impact on the Charity's income and the resources available to cover expenditure, and this in turn will put pressure on those expenditure items over which the Company has control, which is primarily staff wages, accounting for some 3/4 of annual expenditure. This wage percentage can only be sustained at the expense of investment in repair, renewals, fittings and fixtures and the like, in which there has been significant under-investment over the previous 4 years.

## **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024**

As reported in 2021/2022, The Oval (Stevenage) Enterprises Ltd., which ran the bar at Community Centre functions, was set up by trustees and staff members of The Oval (Stevenage) Community Association's predecessor unincorporated charity as that charity's trading arm. The founders, who were Enterprises shareholders, intended in the fullness of time to donate their shares to the charity. This transfer process, triggered by the death of some of the founders, started in the 2017/2018 year, and was completed in the 2018/2019 year. However, as reported in a previous year's annual report, Enterprises Directors decided to suspend operations when the existing premises licence fell due for renewal at the end of summer 2021, as functions with bars were so infrequent that staffing them was uneconomic.

The Company receives assistance each year from Stevenage Borough Council, through leasing the Community Centre at a nominal rent. The 2019/2020 annual report discussed at length the Borough Council's plans to sweep all the existing buildings, including the Community Centre and All Saints Church, off the Oval site and then use developers to redevelop, squeezing a Community Centre somewhere into an odd corner of the site. As reported last year, the current plan is to relocate the Community Centre and All Saints Church to a site north of its current location, with the Community Centre envisaged as a 3 storey building at the south end of the new site, with the main hall on the second floor, not ideal from the Community Association's point of view. Throughout the year, discussions with the architects engaged by Stevenage Borough Council to design the new Community Centre, and indeed the entire area redevelopment, were on-going. Linked to the redevelopment plans is the Community Association's lease of the Community Centre, which ran out in 2021/2022, and which the Borough Council have informed the Association won't be renewed or extended except on a year-by-year basis. This is having a negative effect on the Association's prospects of obtaining more substantial grants.

The Community Centre shares the Oval complex with All Saints Church, an ecumenical partnership between the Methodist Church and the Church of England with a common entrance hall and shared toilets. A good working relationship with the officials and clergy of the two congregations, and especially the Church of England's full-time priest, makes for an easier life. He, with the support of the church's officials has been active in pursuing opportunities for co-operative working. All Saints Church are in a stronger position than the Community Association when it comes to the redevelopment, as the freehold of the church site and the building itself, are owned by an independent body representing the original founders of All Saints Church. That is the Church of England, the Romal Catholic Church and the Methodist Church.

# **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024**

### **b Fixed Assets**

During the period April 2023 to March 2024 there were no additions to Fixed Assets.

### **c Reserves Policy**

The level of reserves held at the end of the 2023/2024 financial year was £115,789 which amounts to some 18 months income at the 2023/2024 rate. In the 2015/2016 year, as a result of the uncertainties about the long-term future of the Community Centre, and the increasing trend for the Company to have to call on its own resources to keep the Community Centre weatherproof and warm, the Directors/Trustees reviewed the reserves policy, and felt it prudent, by the time the redevelopment of The Oval precinct takes place, to have in reserves a year's unrestricted income. Accordingly, the current level of reserves is more than that required by the current reserves policy. The issue with this policy is that for the past 8 years, when the redevelopment of the Oval precinct will take place has always been "within the next 5 years". Although the signs are promising, with work on the new building forecast to start in 2025, the Oval redevelopment is not yet a done deal, and if the Borough Council's finances become over-stretched, the oval redevelopment could find itself once more "kicked into the long grass."

The Company does not at present anticipate having to cease operation permanently when the existing Community Centre is demolished since the redevelopment plans provide for a replacement, albeit not like-for-like, but there will be disruption with winding down of operations in one building and winding them up in another, which may not be concurrent, and the replacement Centre may not be able to accommodate all the existing range of activities, resulting in some loss of revenue and increases in costs.

At the beginning of the 2023/2024 financial year, the Directors expected to have to draw down the reserves by at least £19,500 to cover the shortfall of income over expenditure in the 2023/2024 financial year as a result of the after-effects of the Covid-19 pandemic. In the event, for the reasons outlined earlier, the outcome over the year was a deficit of some £11,000 reflected in the decrease in reserves.

### **d Share Capital**

The company is limited by guarantee and therefore has no share capital

### **e Responsibilities of the trustees in relation to the financial statements**

The Directors (who are also the charity's trustees) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the Directors to prepare financial statements for each year which give a true and fair view of the state of financial affairs of the company and of the profit and loss of the company for that period.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

In preparing those financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The Directors, as trustees, are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply not only with the Companies Act 2006 but also the Charities Act 2011 and 2022. They 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.

In all the activities undertaken by the Company, the Directors in their role as charity trustees have been mindful of their statutory duty to take into account the guidance on public benefit set out in The Charity Commission's Guidance Documents PB1 The Public Benefit Requirements, PB2 Running a Charity and PB3 Reporting.

The directors consider that for the year ended 31 March 2024, the company was entitled both to an exemption from a statutory audit under section 477 of the Companies Act 2006 and under section 144 of the Charities Act 2011.

However, the Charities Act 2011 does require an independent examination and accordingly, the directors have appointed Karen Bunyan of Hargreaves Owen Ltd as Independent Examiner.

In accordance with company law, as the charitable company trustees, the Directors certify that:

•so far as they are aware, there is no relevant information of which the charitable company's independent examiners are unaware; and

•as the trustees of the charitable company, they have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant information and to establish that the company's independent examiner is aware of that information.

### f Method of preparation of accounts

The trustees, in their capacity as directors, state that the accounts have been prepared in accordance with the special provisions in Part 15 of the Companies Act 2006 relating to small companies.

*P.L. Boiell*

Paul Laurence Boiell  
Director and Trustee

Dated *21<sup>st</sup> October 2024*

The Oval (Stevenage) Community Association

## **Independent examiner's report to the trustees of The Oval (Stevenage) Community Association**

I report on the accounts of the company for the year ended 31 March 2024, which are set out on pages 13 to 22.

### **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 year under section 144(2) of the Charities Act 2011 and 2022 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to 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
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

### **Basis of independent examiner's report**

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 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 next statement.

**Independent examiner's report to the trustees of The Oval (Stevenage)  
Community Association**

**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, 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

have 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



Karen Bunyan FCCA  
Hargreaves Owen Ltd  
Chartered Certified Accountants  
Red Sky House  
Fairclough Hall  
Halls Green  
Weston  
Herts  
SG4 7DP

The date upon which my opinion is expressed is: 22<sup>nd</sup> October 2024

**The Oval (Stevenage) Community Association  
Statement of Financial Activities  
for the year ended 31 March 2024**

	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
Notes	2024 £	2024 £	2024 £	2023 £
<b>Incoming resources from generated funds</b>				
Voluntary Income	530	332	862	737
Activities for generating funds	74,042	-	74,042	69,539
Investment Income	1,114	-	1,114	119
<b>Total incoming resources</b>	<b>75,686</b>	<b>332</b>	<b>76,018</b>	<b>70,395</b>
<b>Costs of charitable activities</b>				
<b>Governance costs</b>	86,087	-	86,087	88,991
	930	-	930	930
<b>Total resources expended</b>	<b>87,017</b>	<b>-</b>	<b>87,017</b>	<b>89,921</b>
<b>Net (outgoing) / incoming resources before transfers between funds</b>	<b>(11,331)</b>	<b>332</b>	<b>(10,999)</b>	<b>(19,526)</b>
<b>Gross transfers between funds</b>			-	-
<b>Net (outgoing) / incoming resources before Other recognised gains and losses</b>	<b>(11,331)</b>	<b>332</b>	<b>(10,999)</b>	<b>(19,526)</b>
<b>Net movement in funds</b>	<b>(11,331)</b>	<b>332</b>	<b>(10,999)</b>	<b>(19,526)</b>
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	124,993	1,795	126,788	146,314
<b>Total Funds carried forward</b>	<b>113,662</b>	<b>2,127</b>	<b>115,789</b>	<b>126,788</b>

The net movement in funds referred to above is the net outgoing resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commission for England & Wales and is reconciled to the total funds as shown in the Balance Sheet on page 16 as required by the said statement.

**All activities derive from continuing operations**

**The notes on pages 15 to 22 form an integral part of these accounts.**

**The Oval (Stevenage) Community Association  
Balance Sheet  
as at 31 March 2024**

	Notes	2024 £	2023 £
<b>The assets and liabilities of the charity :</b>			
<b>Fixed assets</b>			
Intangible assets	7	10	10
Tangible assets	8	7	7
<b>Current assets</b>			
Debtors	9	7,181	3,502
Cash at bank and in hand		113,862	128,195
<b>Total current assets</b>		<u>121,043</u>	<u>131,697</u>
<b>Creditors:-</b>			
amounts due within one year	10	(5,271)	(4,926)
<b>Net current assets</b>		<u>115,772</u>	<u>126,771</u>
<b>Total assets less current liabilities</b>		<u>115,789</u>	<u>126,788</u>
<b>Net assets / (liabilities)</b>		<u>115,789</u>	<u>126,788</u>
<b>The funds of the charity :</b>			
<b>Unrestricted income funds</b>			
Unrestricted revenue accumulated funds		113,662	124,993
<b>Total unrestricted funds</b>		113,662	124,993
<b>Restricted income funds</b>			
Restricted revenue accumulated funds		2,127	1,795
<b>Total restricted funds</b>		2,127	1,795
<b>Total charity funds</b>		<u>115,789</u>	<u>126,788</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

*P. L. Boielle*

P Boielle  
Director

Approved by the board of trustees on

*21<sup>st</sup> October 2024*

The notes on pages 15 to 22 form an integral part of these accounts.

**The Oval (Stevenage) Community Association  
Notes to the Accounts  
for the year ended 31 March 2024**

**1 Accounting policies**

***Basis of preparation of the accounts***

The Charity constitutes a public benefit entity as defined by FRS 102. 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 (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2022, and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

***Incoming Resources***

Incoming resources are accounted for on a receivable basis i.e. they are included if the date receivable falls within the period covered by these accounts.

***Investment Income***

Bank Interest received is included on an actual receipts basis.

***Recognition of liabilities***

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the Statement of Recommended Practice for Accounting and Reporting (revised June 2008) issued by the Charity Commissioners for England & Wales .

***Fixed assets and depreciation***

Upon incorporation, fixed assets were transferred from the unincorporated association at nil book value - consequently in respect of these assets no depreciation has been charged in this accounting period.

Fixed Assets that have been purchased in subsequent years are stated at cost less depreciation.

Depreciation has been provided at the following rates in order to write off the assets (less their estimated residual value ) over their estimated useful economic lives.

Fixtures, fittings & office equipment	25% straight line
---------------------------------------	-------------------

***Taxation***

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company , and is therefore included in the relevant costs in the Statement of Financial Activities

**The Oval (Stevenage) Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2024**

***Funds structure policy***

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully the monitor the application of those funds in accordance with the restrictions placed upon them.

There is no formal policy of transfer between funds or on the allocation of funds to designated funds, other than that described above.

Any other proposed transfer between funds would be considered on the particular circumstances.

***Transition to FRS 102***

No restatement of items has been required in making the transition to FRS 102. The transition date was 1 April 2015.

**2 Winding up or dissolution of the charity**

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

<b>3 Surplus for the financial year</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
This is stated after crediting :-		
Revenue from ordinary activities	74,904	70,276
and after charging:-		
Reporting Accountant's fees	930	930

Funds belonging to the charity have not been used for the purchase of insurance to protect the charity from loss arising from the neglect or defaults of its trustees, employees or agents, or to indemnify its trustees, employees or agents, against the consequences of any neglect or default on their part.

**4 Statement that no expenses were paid to trustees or connected persons**

No expenses were paid to trustees or persons connected with them.

**5 Analysis of support costs**

An analysis of support costs by activity (Appendix 2) is included in the detailed schedule to the Statement of Financial Activities.

**The Oval (Stevenage) Community Association  
Notes to the Accounts  
for the year ended 31 March 2024**

<b>6 Staff Costs and Emoluments</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Gross Salaries	58,815	50,910

<b>Numbers of full time employees or full time equivalents</b>	<b>2024</b>	<b>2023</b>
Engaged on charitable activities	3	3

There were no fees or other remuneration paid to the trustees

**7 Intangible Fixed Assets**

		<b>Shares in group undertaking</b>
<b>Cost</b>		
At 1 April 2023		10
Additions		-
At 31 March 2024		<u>10</u>

10 Ordinary shares with a nominal value of £1 each in The Oval (Stevenage) Enterprises Ltd - now a dormant company ceased trading on 5 April 2022 - were donated to the charity in the year ended 31 March 2019.

The charity now holds 100% of the share capital of The Oval (Stevenage) Enterprises Ltd

**8 Tangible fixed assets**

		<b>Fixtures, fittings &amp; office equipment</b>
		<b>£</b>
<b>Asset cost</b>		
At 1 April 2023		19,285
Additions		-
At 31 March 2024		<u>19,285</u>
<b>Accumulated depreciation</b>		
At 1 April 2023		19,278
Charge for the year		-
At 31 March 2024		<u>19,278</u>
<b>Net book value</b>		
At 31 March 2024		<u>7</u>
At 31 March 2023		<u>7</u>

**The Oval (Stevenage) Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2024**

<b>9 Debtors</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade debtors	7,181	3,502
Prepaid expenses	-	-
	<u>7,181</u>	<u>3,502</u>

<b>10 Creditors: amounts falling due within one year</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade creditors	638	179
Accrued expenses	1,680	2,893
PAYE and NI	878	504
Deferred income and grants in advance	2,075	1,350
	<u>5,271</u>	<u>4,926</u>

<b>11 Analysis of the Net Movement in Funds</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Net movement in funds from Statement of Financial Activities	(10,999)	25,134
Net resources applied on functional fixed assets	-	-
<b>Net movement in funds available for future activities</b>	<u>(10,999)</u>	<u>25,134</u>

<b>12 Particulars of Individual Funds and analysis of assets and liabilities representing funds</b>				
<b>At 31 March 2024</b>	<b>Unrestricted</b>	<b>Designated</b>	<b>Restricted</b>	<b>Total</b>
	<b>funds</b>	<b>funds</b>	<b>funds</b>	<b>Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Intangible Fixed Assets	10	-	-	10
Tangible Fixed Assets	7	-	-	7
Current Assets	118,916	-	2,127	121,043
Current Liabilities	(5,271)	-	-	(5,271)
	<u>113,662</u>	<u>-</u>	<u>2,127</u>	<u>115,789</u>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	<b>Funds at</b>	<b>Movements</b>	<b>Transfers</b>	<b>Funds at</b>
	<b>2023</b>	<b>in</b>	<b>Between</b>	<b>2024</b>
	<b>£</b>	<b>as below</b>	<b>£</b>	<b>£</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Unrestricted	124,993	(11,265)	(66)	113,662
Fire Marshall Training	60	-	-	60
Costco	25	-	(25)	-
SBC Messy Monsters	31	-	(31)	-
LBC - First Aid	20	-	-	20
SBC- Story Time	55	-	(55)	-
LCB Summer Fair	120	-	(120)	-
SBC Christmas Fair	25	-	(13)	12
SBC Advertisement board	20	-	(20)	-
HCC Warmer spaces	288	-	(288)	-
LCB Training	951	-	-	951
LCB CCTV	200	-	(200)	-
SBC Summer Fair	-	600	(600)	-
SBC Xmas Fair	-	300	(270)	30
LCB Funding 2024	-	1,100	(46)	1,054
	<u>126,788</u>	<u>(9,265)</u>	<u>(1,734)</u>	<u>115,789</u>

**The Oval (Stevenage) Community Association  
Notes to the Accounts  
for the year ended 31 March 2024**

**13 Endowment Funds**

The charity had no endowment funds in the year ended 31 March 2024

**14 Share Capital**

The charity is incorporated under the Companies Act 2006 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter

There are 7 members of the company (2023 -7)

## The Oval (Stevenage) Community Association

### Appendix 1

#### Analysis of Total Incoming & Outgoing Resources by Activity for the year ended 31 March 2024

	Fundraising £	Other Activities £	2024 Total £	2023 Total £
<b><i>Incoming resources from generated funds</i></b>				
Voluntary Income	862	-	862	737
Activities for generating funds	74,042	-	74,042	69,539
Investment Income	1,114	-	1,114	119
<b><i>Incoming resources from charitable activities</i></b>	-	-	-	-
<b><i>Other Incoming Resources</i></b>	-	-	-	-
<b>Total Incoming Resources</b>	<b>76,018</b>	<b>-</b>	<b>76,018</b>	<b>70,395</b>
<b><i>Costs of generating funds</i></b>				
Costs of generating voluntary income	-	-	-	-
<b><i>Costs of charitable activities</i></b>	<b>86,087</b>	<b>-</b>	<b>86,087</b>	<b>88,991</b>
<b><i>Governance costs</i></b>	<b>930</b>	<b>-</b>	<b>930</b>	<b>930</b>
<b><i>Other resources expended</i></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total resources expended</b>	<b>87,017</b>	<b>-</b>	<b>87,017</b>	<b>89,921</b>
<b>Net Incoming Resources by activity</b>	<b>(10,999)</b>	<b>-</b>	<b>(10,999)</b>	<b>(19,526)</b>

**The Oval (Stevenage) Community Association**  
**Schedule to the Statement of Financial Activities**  
**for the year ended 31 March 2024**

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2024	2024	2024	2023
	£	£	£	£
<b>Incoming Resources</b>				
<b>Voluntary Income</b>				
<b>Grants, legacies and donations</b>				
<b>Government and public bodies</b>				
<b>Incoming resources of a revenue nature</b>				
Grant income	530	332	862	737
<b>Total</b>	<b>530</b>	<b>332</b>	<b>862</b>	<b>737</b>
<b>Total Grants, Legacies &amp; Donations Received</b>	<b>530</b>	<b>332</b>	<b>862</b>	<b>737</b>
<b>Gifts in kind, donated services and facilities</b>				
Gifts and Donations			-	
<b>Total Gifts in kind, donated services and facilities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Voluntary Income</b>	<b>530</b>	<b>332</b>	<b>862</b>	<b>737</b>
<b>Activities for generating funds</b>				
Fundraising activities	74,042	-	74,042	69,539
<b>Total of activities for generating funds</b>	<b>74,042</b>	<b>-</b>	<b>74,042</b>	<b>69,539</b>
Bank deposit interest received	1,114	-	1,114	119
<b>Total Investment Income</b>	<b>1,114</b>	<b>-</b>	<b>1,114</b>	<b>119</b>
<b>Total Incoming Resources</b>	<b>75,686</b>	<b>332</b>	<b>76,018</b>	<b>70,395</b>
<b>Costs of generating funds</b>				
<b>Direct support costs</b>				
Coffee bar costs	176	-	176	119
	<b>176</b>	<b>-</b>	<b>176</b>	<b>119</b>
<b>Staff costs in support of charitable activities</b>				
Salaries - Administrative staff	38,081	-	38,081	33,337
Pension Contributions - administrative staff	1,554	-	1,554	1,201
	<b>39,635</b>	<b>-</b>	<b>39,635</b>	<b>34,538</b>
<b>Employee costs:</b>				
Travel and subsistence	12	-	12	37
Conferences & Courses	-	-	-	-
	<b>12</b>	<b>-</b>	<b>12</b>	<b>37</b>
<b>Premises Costs</b>				
Rent and rates payable	1,445	-	1,445	711
Insurance	940	-	940	891
Light and heat	10,796	-	10,796	18,314
Cleaning	9,913	-	9,913	8,171
Premises repairs and renewals	724	-	724	1,429
Alarm system maintenance	563	-	563	672
Caretaker	14,793	-	14,793	16,106
	<b>39,174</b>	<b>-</b>	<b>39,174</b>	<b>46,294</b>

**The Oval (Stevenage) Community Association  
Schedule to the Statement of Financial Activities  
for the year ended 31 March 2024**

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2024	2024	2024	2023
	£	£	£	£
<b>General administrative expenses:</b>				
Telephone and internet	1,539	-	1,539	1,539
Postage	39	-	39	43
Stationery and printing	1,256	-	1,256	908
Gifts and donations	121	-	121	215
IT Systems maintenance	1,977	-	1,977	2,073
Advertising and PR	-	-	-	-
Sundry expenses	763	-	763	364
Bad debts	-	-	-	-
	<b>5,695</b>	<b>-</b>	<b>5,695</b>	<b>5,142</b>
<b>Professional fees in support of charitable activities</b>				
Legal fees	-	-	-	480
Licences and permits	1,395	-	1,395	1,639
Companies House	-	-	-	-
	<b>1,395</b>	<b>-</b>	<b>1,395</b>	<b>2,119</b>
<b>Other support costs</b>				
Depreciation of assets used for charitable purposes	-	-	-	742
	<b>-</b>	<b>-</b>	<b>-</b>	<b>742</b>
<b>Total Support costs</b>	<b>86,087</b>	<b>-</b>	<b>86,087</b>	<b>88,991</b>
<b>Total Expended on Charitable Activities</b>	<b>86,087</b>	<b>-</b>	<b>86,087</b>	<b>88,991</b>
<b>Governance costs that are not direct management functions inherent in generating funds, service delivery and programme or project work</b>				
<b>Specific governance costs</b>				
Reporting Accountant's Fees	930	-	930	930
<b>Total governance costs</b>	<b>930</b>	<b>-</b>	<b>930</b>	<b>930</b>

**THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

England & Wales - Charity number 1145178

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# Accounts

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Registered Charity Number  
1145178

Registered Company Number  
07662038

The Oval (Stevenage)  
Community Association

Report and Accounts  
for the year ended 31 March 2023

**The Oval (Stevenage) Community Association  
Report and accounts  
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## **The Oval (Stevenage) Community Association Company Information**

### **Directors**

Jeanette Thomas (Chairperson)  
Gylyan Boielle  
Paul Laurence Boielle  
Rose Hall  
Reverend Pete Orton

### **Accountants**

Hargreaves Owen Limited  
Red Sky House  
Fairclough Hall  
Halls Green  
Herts  
SG4 7DP

### **Bankers**

The Co - operative Bank plc  
PO Box 101, 1 Balloon Street  
Manchester  
M60 4EP

### **Registered office**

The Oval Community Centre  
The Oval  
Vardon Road  
Stevenage  
Herts  
SG1 5RD

### **Charity number**

1145178

### **Company number**

07662038

## **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

The Directors of the Company, who are the trustees of the charity for the purposes of Charity Law, present their report for the Accounting Period 1st April 2022 to 31st March 2023.

#### **NAME, REGISTERED OFFICE AND CONSTITUTION OF THE CHARITY**

The full name of the charity is The Oval (Stevenage) Community Association.

The legal registration details are :-

<i>Company Registration Number</i>	07662038
<i>The Registered Office is</i>	The Oval Community Centre, The Oval Vardon Road, Stevenage, Herts SG1 5RD
<i>Charity Registration Number</i>	1145178
<i>The telephone number is</i>	01438 359404

#### **OBJECTIVES AND ACTIVITIES OF THE COMPANY**

The company is governed by its' Articles of Association, as modified by special resolution on 19th December 2012. The company's charitable objects, set out in its' Articles of Association, are:

- to promote the benefit of the inhabitants of Stevenage without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure - time occupation, with the object of improving the conditions of life of the said inhabitants
- to establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objectives
- to promote such other charitable purposes as may from time to time be determined

#### **SUMMARY OF THE MAIN ACTIVITIES OF THE CHARITY IN RELATION TO ITS OBJECTIVES**

During the accounting period, the principal activities of the company have comprised:

- the day-to-day running and management of The Oval Community Centre, including the letting of rooms and halls

Gail Mardlin, the Community Centre Manager, is the Company's much valued and appreciated senior paid employee. The range and scope of activities undertaken during the 2022/2023 year can best be judged from her report prepared for the Company's 2023 AGM, which is reproduced below, having been endorsed by the Directors.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

### Centre Manager's Report

"Following the COVID 19 pandemic and the centre being closed for considerable amounts of time, the centre remained quiet in the daytime from April 2022. We managed to get occasional daytime hire for one off meetings, Chiropodist etc. The Pre-school were in every day, 7.30am – 5pm and also in for the 2-week Easter holidays 8am – 5pm, Monday – Friday. The Family Centre continued to get busier and hold more face-to-face groups. The Complete Education Solution who hires room 6 Monday – Thursday morning during term time continue to hire. Little Performers booked the main hall for 4 days during the Easter holidays, 9am – 1pm, providing holiday activities for local children. Little Performers also booked the main hall for 4 weeks (4 days a week 9am-1pm) during the Summer 2022 holidays. It shows a slow increase/improvement to groups hiring again. We also had a new Pilates class start on 1/4/22, for an hour on a Friday morning but this only lasted 4 weeks. Our Tribe Yoga started hiring room 3/4 on a Friday morning for an hour from 18/11/22 but unfortunately stopped at the end of March 2023. We also had a Syrian Refugee group called Friends Speaking English started hiring room 3/4 once a month from January 2023 and booked up until June 2023. Longfellow Pilates class started in January 2023, one hour on a Tuesday evening and is still with us. Stevenage Football Club booked the main hall January – March 2023 for seven sessions 10am – 12 midday to run an Extra Time Hub for older adults to meet, to help to reduce loneliness. Jive of Herts started hiring the main hall on a Tuesday evening for 1.50 hours from February 2023. Steel Bones, an amputee group began hiring the main hall on a Wednesday afternoon for 2 hours from January 2023. We lost a regular Monday evening coffee bar hire, Change Portfolio, 6.30pm – 9.30pm from 26/9/22. Weight Watchers ceased hire with us on 15/11/22.

Youth Connexions who have regularly hire the main hall on a Friday evening during term time, also booked a Monday evening from 25/4/22. The Monday evening was not well attended so hire was cancelled from 6/3/23. Emerald dance ceased hiring the main hall on a Wednesday evening from 6/4/23. So we had a Monday and Wednesday evening available in the main hall and this has not been filled by the end of March 2023.

Adult functions remain slow but children's parties are steady.

Little Conkers Pre-school – Following ongoing problems with staffing and other operating issues the decision was made to shut the setting here permanently from 22/7/22, the end of the summer term. I was informed in writing of the closure on 24/6/2022. Further to this e-mail I was informed on Friday 8<sup>th</sup> July 2022 that due to staffing problems they were shutting down that day, with immediate effect and parents had to come early to collect their children. All room hire owed to us was paid, as agreed, up to 22/7/22. It was very sad to see the group go and we had a good relationship with them. Their regular hire will be difficult to replace.

Following the closure of the Pre-school office staff reduced their hours due to the big reduction in weekday hire.

Caretaker – We had a new caretaker start work on 9/4/22, David Slade, and all is going well and David is still with us at the end of the financial year. Sarah Walker has also kindly helped out with caretaking during a challenging time of recruiting caretaking staff.

James McGibbon our long-term valued caretaker/handyperson (13/10/11 – 16/10/22) gave me a letter of resignation on 19/9/22. His last shift with us was on 16/10/22. He decided to move on as shifts here were reduced due to reduction in bookings and he needed more hours. James was a reliable and accommodating member of staff and is greatly missed.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

Following his departure we had several caretakers start with us and unfortunately did not stay long and in November 2022 we were left with just David Slade and Sarah Walker as caretakers. We had a new caretaker start with us on 3/3/2023, David Doy, who is retired and happy to work the variable hours. David Slade and Sarah Walker worked extremely hard to keep things going while we were short of staff and their effort is much appreciated.

Office staff – Hilary Mason, our Assistant Manager left us on 17/11/22. Hilary had been struggling with her health and as a result was unable to progress in her role and as there were no general Admin hours available she made the decision to leave.

Sarah Walker was offered the position of Deputy Manager on a 6-month trial period, starting on 21/11/22. Sarah has lots of office experience and is doing very well.

Cleaner – Julie Conley our long serving cleaner (25/05/2004 – 31/01/2023) left us on 31/1/23 due to problems with arthritis in her knees. Julie was a valued member of the team and is greatly missed. David Slade kindly helped us with the cleaning until 17/1/23 when we took on Sarah Pye for 2 hours each morning. She is also the Family centre cleaner so is familiar with the building.

Jumble sales – Michelle our volunteer, kindly continues to hold regular jumble sales for us and takings for this financial year were £918.23. A vast improvement on last year (£246.32). We now use a company called All Recycle who collect any jumble we have over and we receive small payments for recycling with them. All money received helps and this year's figure includes the money received from them. A big thank you to Michelle for all her hard work!

Summer Fair – Saturday 2<sup>nd</sup> July 2022. This event was a great success and our first once since 2019. Our local Councillors, Llyod, Teresa and Myla kindly contributed £940 from their LCB money. This paid for donkey rides, petting farm and a face painter. The church joined in with the event. The Family centre and Pre-school did not join in on this occasion. The Association ran a hook a duck, pick a lolly and book & DVDs for sale.

Price increase – We had not had a price increase on room hire since 2019, therefore it was agreed to make an increase in line with inflation (It was agreed to make a 5% increase but inflation was 7% at the time). This increase was from 1/9/22 for all room hire and user groups. It was decided not to increase hall hire for functions and children's parties.

Wages increase – there was a 5% increase as from 1/7/22.

From late April 2022 we had major problems with around 5 youths, approximate ages 14 – 15, getting on to all our roofs, spending long periods of time up there and causing damage. Guttering was ripped off, metal grilles removed and smashed, roof lights jumped on and scratched, tiles and bricks removed and thrown at passers-by. One of our CCTV cameras was damaged and was not repairable and cost £485.40 to replace. We claimed on our insurance for the new camera and paid a £100 excess. Our staff felt unsafe at times as the youths were extremely abusive and we were told to ring the police on every occasion they were on the roof. Unfortunately the police were not always reliable in attending but they did end up increasing their patrols of the area. As of 23/5/22 things went quiet and the youths have not returned. SBC have since applied anti-climb paint to many of the roof edges to deter youths from climbing.

The vertical blinds were repaired in room 3/4, new vertical blinds in room 5 and a new roller blind in reception area in July 2022, this helped to make the rooms/areas look tidy and more presentable for hire. The Association paid a total of £660 for the work.

## **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

Christmas Fair – This was held on Saturday 3<sup>rd</sup> December 2022, 10am – 2pm. We had over 30 craft stalls. We also had a teddy tombola, goodie bags for sale. The church had stalls and activities and provided refreshments in the coffee bar. The Family Centre worked with us and provided free crafts for children and also ran the popular Santa's Grotto. David Slade, our caretaker was Santa for the day. The visit to Santa included a free gift and was kindly funded by local councillors from LCB money. The event was a great success.

Oval regeneration – this has been planned for many years but is now moving forward. Paul and I went to Hobbs court on 2/11/22 for the first meeting to show the regeneration plans. A new centre and church will be built as phase 1 and we will be located on the grass area where the playground is. On 11/11/22 SBC staff and the architect held a meeting in the church to discuss our requirements for a new centre. Paul, Sarah, Sheila and I attended the meeting. Following this meeting we have had regular "Teams" meetings to discuss the progression of the regeneration.

Grants – Sarah put in an application for Stevenage Community Chest. The application was a success and we received £1100 to pay for the Friendship Group hall hire for January – March 2023. The grant was also used to pay for the Craft group rent and £30 for refreshments. This allowed the craft group to be a free group to attend.

Sarah also applied for the HCC grant for Warmer Spaces. This was accepted and we received £300 to run an additional craft/social morning from the beginning of March 2023.

Lastly, a big thankyou to all staff and committee. It has been a challenging year with lots of staff changes".

## **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Oval (Stevenage) Community Association is a charitable company limited by guarantee, registered with Companies House on 8th June 2011 as Company No. 07662038 and with the Charity Commission on 20th December 2011 as charity no. 1145178.

It was founded by the Trustees of the Oval Community Association, registered charity no. 270150, who are the guarantors, undertaking to pay £1 each if the company is wound up, with the express purpose of taking over the running of the Oval Community Centre, The Oval, Vardon Road, Stevenage, from the unincorporated charity.

The current Trustees are:

Jeanette Thomas (chair)	(appointed 8 June 2011)
Gylyan Boielle	(appointed 8 June 2011)
Paul Laurence Boielle	(appointed 8 June 2011)
Rose Hall	(appointed 8 June 2011)
Reverend Pete Orton	(appointed 3 November 2021)

The trustees as noted above are also the guarantors and directors of the company.

The Company being limited by guarantee, there are no directors' interest in share capital.

All the directors of the company are also trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Act. The directors are members of the company

The Directors of the Company have no interest in any contract with the Company nor do they receive any remuneration for their service or personal expenses.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

### FINANCIAL REVIEW AND FINANCIAL STATEMENTS

#### a Transactions and Financial Position

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: 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 (FRS102) issued on 16 July 2014 and with the Charities Act.

#### Hon Treasurer's Report

The statutory accounts, prepared on an accruals basis, record that, with income from lettings still well down on pre-pandemic levels, there was a deficit on the year of (£19,526). The primary reason for the deficit on the year is that the Company's lettings income was this amount down on pre-pandemic levels, though a contributing factor was the 450% increase in energy costs, which were £18,314 against the previous year's £4,043, representing a 450% increase, and thus making a major contribution to the deficit, and changing from a minor expense to a major expense. The Company did change its gas supplier in an effort to hold the bills down, we could have done without the grief and aggravation which resulted.

In 2022/2023, wages in the year were £58,815, an increase of 14% on the £50,910 of the previous year, reflecting both an increase in activity levels and in the wage rates, the latter necessary to obtain replacement members of staff. Pre-pandemic, two thirds of the Centre's expenditure was accounted for by salaries. In the previous year, this percentage had increased to 73.5%, due to our squeeze on all non-essential expenditure. In 2022/2023 salaries returned to the 2/3 of total expenditure level. Seven years ago, the Company had made a commitment to pay its lowest paid employees the Living Wage Foundation's living wage. In the 2020/2021 year, because of uncertainty about the future resulting from the pandemic, wages were frozen at the 2019/2020 level. In addition, the Company limited all discretionary expenditure to the bare minimum, in an effort to stretch the Company's reserves as far into the future as possible. However, towards the end of 2021, in response to difficulties in recruiting caretaking staff, their wage rate was raised to the Living Wage Foundation rate, with a commitment to raising all staff to this rate, as a minimum, during 2022/2023, which commitment was duly honoured.

In the 2023/2024 year the challenge will be to judge whether and by how much activities return to pre-pandemic levels (if they ever do) and the resultant impact on the Charity's income and the resources available to cover expenditure, and this in turn will put pressure on those expenditure items over which the Company has control, which is primarily staff wages, accounting for some 3/4 of annual expenditure. This wage percentage can only be sustained at the expense of investment in repair, renewals, fittings and fixtures and the like, in which there has been significant under-investment over the previous 3 years. Energy costs, having increased from £4,043 to £18,314 from one year to the next are unlikely to return to their pre-Ukraine war level any time soon.

## **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

As reported last year, The Oval (Stevenage) Enterprises Ltd., which ran the bar at Community Centre functions, was set up by trustees and staff members of The Oval (Stevenage) Community Association's predecessor unincorporated charity as that charity's trading arm. The founders, who were Enterprises shareholders, intended in the fullness of time to donate their shares to the charity. This transfer process, triggered by the death of some of the founders, started in the 2017/2018 year, and was completed in the 2018/2019 year. However, as reported in a previous year's annual report, Enterprises Directors decided to suspend operations when the existing premises licence fell due for renewal at the end of summer 2021, as functions with bars were so infrequent that staffing them was uneconomic.

The Company receives assistance each year from Stevenage Borough Council, through leasing the Community Centre at a nominal rent. The 2019/2020 annual report discussed at length the Borough Council's plans to sweep all the existing buildings, including the Community Centre and All Saints Church, off the Oval site and then use developers to redevelop, squeezing a Community Centre somewhere into an odd corner of the site. As touched on in the Centre Manager's Report, in 2022/2023 there were significant developments. The current plan is to relocate the Community Centre and All Saints Church to a site north of its current location, with the Community Centre envisaged as a 3 storey building at the south end of the new site, with the main hall on the second floor, not ideal from the Community Association's point of view. At the time of writing, discussions with the architects engaged by Stevenage Borough Council to design the new Community Centre, and indeed the entire area redevelopment, are on-going. Linked to the redevelopment plans is the Community Association's lease of the Community Centre, which ran out in 2021/2022, and which the Borough Council have informed the Association won't be renewed or extended except on a year-by-year basis. This is having a negative effect on the Association's prospects of obtaining more substantial grants.

The Community Centre shares the Oval complex with All Saints Church, an ecumenical partnership between the Methodist Church and the Church of England with a common entrance hall and shared toilets. A good working relationship with the officials and clergy of the two congregations, and especially the Church of England's full-time priest, makes for an easier life. He, with the support of the church's officials has been active in pursuing opportunities for co-operative working. All Saints Church are in a stronger position than the Community Association when it comes to the redevelopment, as the freehold of the church site and the building itself, are owned by an independent body representing the original founders of All Saints Church. That is the Church of England, the Romal Catholic Church and the Methodist Church.

## **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

#### **b Fixed Assets**

During the period April 2022 to March 2023 there were no additions to Fixed Assets.

#### **c Reserves Policy**

The level of reserves held at the end of the 2022/2023 financial year was £126,788 which amounts to some 21 months income at the 2022/2023 rate. In the 2015/2016 year, as a result of the uncertainties about the long-term future of the Community Centre, and the increasing trend for the Company to have to call on its own resources to keep the Community Centre weatherproof and warm, the Directors/Trustees reviewed the reserves policy, and felt it prudent, by the time the redevelopment of The Oval precinct takes place, to have in reserves a year's unrestricted income. Accordingly, the current level of reserves is more than that required by the current reserves policy. The issue with this policy is that for the past 7 years, when the redevelopment of the Oval precinct will take place has always been "within the next 5 years". Although some of the signs are promising, the Oval redevelopment is not yet a done deal, and with the amount of redevelopment already taking place in Stevenage, especially in the Town Centre, the Borough Council's finances could be over-stretched again, resulting in the oval redevelopment finding itself once more "kicked into the long grass."

The Company does not at present anticipate having to cease operation permanently when the existing Community Centre is demolished since the redevelopment plans provide for a replacement, albeit not like-for-like, but there will be disruption with winding down of operations in one building and winding them up in another, which may not be concurrent, and the replacement Centre may not be able to accommodate all the existing range of activities, resulting in some loss of revenue and increases in costs.

At the beginning of the 2022/2023 financial year, the Directors expected to have to draw down the reserves by at least £15,000 to cover the shortfall of income over expenditure in the 2022/2023 financial year as a result of the after-effects of the Covid-19 pandemic. In the event, for the reasons outlined earlier, the outcome over the year was a deficit of some £20,000, reflected in the decrease in reserves.

#### **d Share Capital**

The company is limited by guarantee and therefore has no share capital

#### **e Responsibilities of the trustees in relation to the financial statements**

The Directors (who are also the charity's trustees) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the Directors to prepare financial statements for each year which give a true and fair view of the state of financial affairs of the company and of the profit and loss of the company for that period.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

In preparing those financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The Directors, as trustees, are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply not only with the Companies Act 2006 but also the Charities Act 2011. They 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.

In all the activities undertaken by the Company, the Directors in their role as charity trustees have been mindful of their statutory duty to take into account the guidance on public benefit set out in The Charity Commission's Guidance Documents PB1 The Public Benefit Requirements, PB2 Running a Charity and PB3 Reporting.

The directors consider that for the year ended 31 March 2023, the company was entitled both to an exemption from a statutory audit under section 477 of the Companies Act 2006 and under section 144 of the Charities Act 2011.

However, the Charities Act 2011 does require an independent examination and accordingly, the directors have appointed Karen Bunyan of Hargreaves Owen Ltd as Independent Examiner.

In accordance with company law, as the charitable company trustees, the Directors certify that:

- so far as they are aware, there is no relevant information of which the charitable company's independent examiners are unaware; and
- as the trustees of the charitable company, they have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant information and to establish that the company's independent examiner is aware of that information.

### **f Method of preparation of accounts**

The trustees, in their capacity as directors, state that the accounts have been prepared in accordance with the special provisions in Part 15 of the Companies Act 2006 relating to small companies.

### **CONCLUSION**



Paul Laurence Boielle  
Director and Trustee

Dated.....10<sup>th</sup> October 2023

The Oval (Stevenage) Community Association

## **Independent examiner's report to the trustees of The Oval (Stevenage) Community Association**

I report on the accounts of the company for the year ended 31 March 2023, which are set out on pages 13 to 22.

### **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 year 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 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
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

### **Basis of independent examiner's report**

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 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 next statement.

## Independent examiner's report to the trustees of The Oval (Stevenage) Community Association

### 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, 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

have 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



Karen Bunyan FCCA  
Hargreaves Owen Ltd  
Chartered Certified Accountants  
Red Sky House  
Fairclough Hall  
Halls Green  
Weston  
Herts  
SG4 7DP

The date upon which my opinion is expressed is: 1<sup>st</sup> November 2023

**The Oval (Stevenage) Community Association**  
**Statement of Financial Activities**  
**for the year ended 31 March 2023**

	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
Notes	2023 £	2023 £	2023 £	2022 £
<b><i>Incoming resources from generated funds</i></b>				
Voluntary Income	-	737	737	32,550
Activities for generating funds	69,539	-	69,539	61,796
Investment Income	119	-	119	14
<b>Total incoming resources</b>	<b>69,658</b>	<b>737</b>	<b>70,395</b>	<b>94,360</b>
<b><i>Costs of charitable activities</i></b>				
<i>Governance costs</i>	88,984	7	88,991	68,296
	930	-	930	930
<b>Total resources expended</b>	<b>89,914</b>	<b>7</b>	<b>89,921</b>	<b>69,226</b>
<b>Net (outgoing) / incoming resources before transfers between funds</b>	<b>(20,256)</b>	<b>730</b>	<b>(19,526)</b>	<b>25,134</b>
<b>Gross transfers between funds</b>			-	-
<b>Net (outgoing) / incoming resources before Other recognised gains and losses</b>	<b>(20,256)</b>	<b>730</b>	<b>(19,526)</b>	<b>25,134</b>
<b>Net movement in funds</b>	<b>(20,256)</b>	<b>730</b>	<b>(19,526)</b>	<b>25,134</b>
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	<b>145,249</b>	<b>1,065</b>	<b>146,314</b>	<b>121,180</b>
<b>Total Funds carried forward</b>	<b>124,993</b>	<b>1,795</b>	<b>126,788</b>	<b>146,314</b>

The net movement in funds referred to above is the net outgoing resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commission for England & Wales and is reconciled to the total funds as shown in the Balance Sheet on page 16 as required by the said statement.

**All activities derive from continuing operations**

**The notes on pages 15 to 22 form an integral part of these accounts.**

**The Oval (Stevenage) Community Association**  
**Balance Sheet**  
**as at 31 March 2023**

	Notes	2023 £	2022 £
<b>The assets and liabilities of the charity :</b>			
<b>Fixed assets</b>			
Intangible assets	7	10	10
Tangible assets	8	7	749
<b>Current assets</b>			
Debtors	9	3,502	1,555
Cash at bank and in hand		128,195	147,054
<b>Total current assets</b>		<u>131,697</u>	<u>148,609</u>
<b>Creditors:-</b>			
amounts due within one year	10	(4,926)	(3,054)
<b>Net current assets</b>		<u>126,771</u>	<u>145,555</u>
<b>Total assets less current liabilities</b>		<u>126,788</u>	<u>146,314</u>
<b>Net assets / (liabilities)</b>		<u>126,788</u>	<u>146,314</u>
<b>The funds of the charity :</b>			
<b>Unrestricted income funds</b>			
Unrestricted revenue accumulated funds	124,993	145,249	145,249
<b>Total unrestricted funds</b>		124,993	145,249
<b>Restricted income funds</b>			
Restricted revenue accumulated funds	1,795	1,065	1,065
<b>Total restricted funds</b>		1,795	1,065
<b>Total charity funds</b>		<u>126,788</u>	<u>146,314</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

*P Boielle*

P Boielle

Director

Approved by the board of trustees on

*10 October 2023*

The notes on pages 15 to 22 form an integral part of these accounts.

**The Oval (Stevenage) Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2023**

**1 Accounting policies**

***Basis of preparation of the accounts***

The Charity constitutes a public benefit entity as defined by FRS 102. 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 (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

***Incoming Resources***

Incoming resources are accounted for on a receivable basis i.e. they are included if the date receivable falls within the period covered by these accounts.

***Investment Income***

Bank Interest received is included on an actual receipts basis.

***Recognition of liabilities***

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the Statement of Recommended Practice for Accounting and Reporting (revised June 2008) issued by the Charity Commissioners for England & Wales .

***Fixed assets and depreciation***

Upon incorporation, fixed assets were transferred from the unincorporated association at nil book value - consequently in respect of these assets no depreciation has been charged in this accounting period.

Fixed Assets that have been purchased in subsequent years are stated at cost less depreciation.

Depreciation has been provided at the following rates in order to write off the assets (less their estimated residual value ) over their estimated useful economic lives.

Fixtures, fittings & office equipment	25% straight line
---------------------------------------	-------------------

***Taxation***

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company , and is therefore included in the relevant costs in the Statement of Financial Activities

**The Oval (Stevenage) Community Association  
Notes to the Accounts  
for the year ended 31 March 2023**

***Funds structure policy***

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully the monitor the application of those funds in accordance with the restrictions placed upon them.

There is no formal policy of transfer between funds or on the allocation of funds to designated funds, other than that described above.

Any other proposed transfer between funds would be considered on the particular circumstances.

***Transition to FRS 102***

No restatement of items has been required in making the transition to FRS 102. The transition date was 1 April 2015.

**2 Winding up or dissolution of the charity**

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

<b>3 Surplus for the financial year</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
This is stated after crediting :-		
Revenue from ordinary activities	70,276	94,346
and after charging:-		
Reporting Accountant's fees	930	930

Funds belonging to the charity have not been used for the purchase of insurance to protect the charity from loss arising from the neglect or defaults of its trustees, employees or agents, or to indemnify its trustees, employees or agents, against the consequences of any neglect or default on their part.

**4 Statement that no expenses were paid to trustees or connected persons**

No expenses were paid to trustees or persons connected with them.

**5 Analysis of support costs**

An analysis of support costs by activity (Appendix 2) is included in the detailed schedule to the Statement of Financial Activities.

**The Oval (Stevenage) Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2023**

<b>6 Staff Costs and Emoluments</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Gross Salaries	58,815	50,910

<b>Numbers of full time employees or full time equivalents</b>	<b>2023</b>	<b>2022</b>
Engaged on charitable activities	3	3

There were no fees or other remuneration paid to the trustees

**7 Intangible Fixed Assets**

	<b>Shares in group undertaking</b>
<b>Cost</b>	
At 1 April 2022	10
Additions	-
At 31 March 2023	<u>10</u>

10 Ordinary shares with a nominal value of £1 each in The Oval (Stevenage) Enterprises Ltd - now a dormant company ceased trading on 5 April 2022 - were donated to the charity in the year ended 31 March 2019.

The charity now holds 100% of the share capital of The Oval (Stevenage) Enterprises Ltd

**8 Tangible fixed assets**

	<b>Fixtures, fittings &amp; office equipment £</b>
<b>Asset cost</b>	
At 1 April 2022	19,285
Additions	-
At 31 March 2023	<u>19,285</u>
<b>Accumulated depreciation</b>	
At 1 April 2022	18,536
Charge for the year	742
At 31 March 2023	<u>19,278</u>
<b>Net book value</b>	
At 31 March 2023	<u>7</u>
At 31 March 2022	<u>749</u>

**The Oval (Stevenage) Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2023**

<b>9 Debtors</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Trade debtors	3,502	1,555
Prepaid expenses	-	-
	<u>3,502</u>	<u>1,555</u>

<b>10 Creditors: amounts falling due within one year</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Trade creditors	179	53
Accrued expenses	2,893	1,357
PAYE and NI	504	569
Deferred income and grants in advance	1,350	1,075
	<u>4,926</u>	<u>3,054</u>

<b>11 Analysis of the Net Movement in Funds</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Net movement in funds from Statement of Financial Activities	(19,526)	25,134
Net resources applied on functional fixed assets	-	-
<b>Net movement in funds available for future activities</b>	<u>(19,526)</u>	<u>25,134</u>

<b>12 Particulars of Individual Funds and analysis of assets and liabilities representing funds</b>				
<b>At 31 March 2023</b>	<b>Unrestricted</b>	<b>Designated</b>	<b>Restricted</b>	<b>Total</b>
	<b>funds</b>	<b>funds</b>	<b>funds</b>	<b>Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Intangible Fixed Assets	10			10
Tangible Fixed Assets	7	-		7
Current Assets	130,632	-	1,065	131,697
Current Liabilities	(4,926)	-	-	(4,926)
	<u>125,723</u>	<u>-</u>	<u>1,065</u>	<u>126,788</u>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	<b>Funds at</b>	<b>Movements</b>	<b>Transfers</b>	<b>Funds at</b>
	<b>2022</b>	<b>in</b>	<b>Between</b>	<b>2023</b>
	<b>£</b>	<b>as below</b>	<b>£</b>	<b>£</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Unrestricted	145,249	(20,256)		124,993
SBC Afternoon Tea	5		(5)	-
Fire Marshall Training	60			60
LCB - Christmas Fair	2		(2)	-
Costco	25			25
Follet Trust Christmas Disco	10		(10)	-
SBC Messy Monsters	31			31
LBC - First Aid	42		(22)	20
SBC- Story Time	55			55
SBC Friendship Group	65		(65)	-
LCB Summer Fair	770	200	(850)	120
SBC Christmas Fair		300	(275)	25
SBC Advertisement board		130	(110)	20
HCC Warmer spaces		300	(12)	288
LCB Training		951		951
LCB CCTV		200		200
	<u>146,314</u>	<u>(18,175)</u>	<u>(1,351)</u>	<u>126,788</u>

**The Oval (Stevenage) Community Association  
Notes to the Accounts  
for the year ended 31 March 2023**

**13 Endowment Funds**

The charity had no endowment funds in the year ended 31 March 2023

**14 Share Capital**

The charity is incorporated under the Companies Act 2006 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter

There are 7 members of the company (2022 -7)

## The Oval (Stevenage) Community Association

### Appendix 1

#### Analysis of Total Incoming & Outgoing Resources by Activity for the year ended 31 March 2023

	Fundraising	Other	2023	2022
	£	Activities	Total	Total
		£	£	£
<b><i>Incoming resources from generated funds</i></b>				
Voluntary Income	737	-	737	32,550
Activities for generating funds	69,539	-	69,539	61,796
Investment Income	119	-	119	14
<b><i>Incoming resources from charitable activities</i></b>	-	-	-	-
<b><i>Other Incoming Resources</i></b>	-	-	-	-
<b>Total Incoming Resources</b>	<b>70,395</b>	<b>-</b>	<b>70,395</b>	<b>94,360</b>
<b><i>Costs of generating funds</i></b>				
Costs of generating voluntary income	-	-	-	-
<b><i>Costs of charitable activities</i></b>	<b>88,991</b>	<b>-</b>	<b>88,991</b>	<b>68,296</b>
<b><i>Governance costs</i></b>	<b>930</b>	<b>-</b>	<b>930</b>	<b>930</b>
<b><i>Other resources expended</i></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total resources expended</b>	<b>89,921</b>	<b>-</b>	<b>89,921</b>	<b>69,226</b>
<b>Net Incoming Resources by activity</b>	<b>(19,526)</b>	<b>-</b>	<b>(19,526)</b>	<b>25,134</b>

The Oval (Stevenage) Community Association  
Schedule to the Statement of Financial Activities  
for the year ended 31 March 2023

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2023	2023	2023	2022
	£	£	£	£
<b>Incoming Resources</b>				
<b>Voluntary Income</b>				
<b>Grants, legacies and donations</b>				
<b>Government and public bodies</b>				
<b>Incoming resources of a revenue nature</b>				
Grant income	-	737	737	32,550
<b>Total</b>	-	<b>737</b>	<b>737</b>	<b>32,550</b>
<b>Total Grants, Legacies &amp; Donations Received</b>	-	<b>737</b>	<b>737</b>	<b>32,550</b>
<b>Gifts in kind, donated services and facilities</b>				
Gifts and Donations			-	
<b>Total Gifts in kind, donated services and facilities</b>	-	-	-	-
<b>Total Voluntary Income</b>	-	<b>737</b>	<b>737</b>	<b>32,550</b>
<b>Activities for generating funds</b>				
Fundraising activities	69,539	-	69,539	61,796
<b>Total of activities for generating funds</b>	<b>69,539</b>	-	<b>69,539</b>	<b>61,796</b>
Bank deposit interest received	119	-	119	14
<b>Total Investment Income</b>	<b>119</b>	-	<b>119</b>	<b>14</b>
<b>Total Incoming Resources</b>	<b>69,658</b>	<b>737</b>	<b>70,395</b>	<b>94,360</b>
<b>Costs of generating funds</b>				
<b>Direct support costs</b>				
Coffee bar costs	119	-	119	178
	<b>119</b>	-	<b>119</b>	<b>178</b>
<b>Staff costs in support of charitable activities</b>				
Salaries - Administrative staff	33,337	-	33,337	25,483
Pension Contributions - administrative staff	1,201	-	1,201	811
	<b>34,538</b>	-	<b>34,538</b>	<b>26,294</b>
<b>Employee costs:</b>				
Travel and subsistence	37	-	37	31
Conferences & Courses	-	-	-	-
	<b>37</b>	-	<b>37</b>	<b>31</b>
<b>Premises Costs</b>				
Rent and rates payable	711	-	711	718
Insurance	891	-	891	1,305
Light and heat	18,314	-	18,314	4,043
Cleaning	8,171	-	8,171	10,791
Premises repairs and renewals	1,429	-	1,429	530
Alarm system maintenance	672	-	672	530
Caretaker	16,106	-	16,106	13,825
	<b>46,294</b>	-	<b>46,294</b>	<b>31,742</b>

**The Oval (Stevenage) Community Association  
Schedule to the Statement of Financial Activities  
for the year ended 31 March 2023**

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2023	2023	2023	2022
	£	£	£	£
<b>General administrative expenses:</b>				
Telephone and internet	1,539	-	1,539	1,539
Postage	43	-	43	-
Stationery and printing	908	-	908	967
Gifts and donations	215	-	215	-
IT Systems maintenance	2,073	-	2,073	2,019
Advertising and PR	-	-	-	-
Sundry expenses	357	7	364	703
Bad debts	-	-	-	-
	<b>5,135</b>	<b>7</b>	<b>5,142</b>	<b>5,228</b>
<b>Professional fees in support of charitable activities</b>				
Legal fees	480	-	480	540
Licences and permits	1,639	-	1,639	3,384
Companies House	-	-	-	-
	<b>2,119</b>	<b>-</b>	<b>2,119</b>	<b>3,924</b>
<b>Other support costs</b>				
Depreciation of assets used for charitable purposes	742	-	742	899
	<b>742</b>	<b>-</b>	<b>742</b>	<b>899</b>
<b>Total Support costs</b>	<b>88,984</b>	<b>7</b>	<b>88,991</b>	<b>68,296</b>
<b>Total Expended on Charitable Activities</b>	<b>88,984</b>	<b>7</b>	<b>88,991</b>	<b>68,296</b>
<b>Governance costs that are not direct management functions inherent in generating funds, service delivery and programme or project work</b>				
<b>Specific governance costs</b>				
Reporting Accountant's Fees	930	-	930	930
<b>Total governance costs</b>	<b>930</b>	<b>-</b>	<b>930</b>	<b>930</b>

**THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

England & Wales - Charity number 1145178

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# Accounts

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Registered Charity Number  
1145178

Registered Company Number  
07662038

The Oval (Stevenage)  
Community Association

Report and Accounts  
for the year ended 31 March 2022

**The Oval (Stevenage) Community Association  
Report and accounts  
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**The Oval (Stevenage) Community Association  
Company Information**

**Directors**

Jeanette Thomas (Chairperson)  
Gylyan Boielle  
Paul Laurence Boielle  
Rose Hall  
Reverend Pete Orton - appointed 3/11/21

**Accountants**

Hargreaves Owen Limited  
Red Sky House  
Fairclough Hall  
Halls Green  
Herts  
SG4 7DP

**Bankers**

The Co - operative Bank plc  
PO Box 101, 1 Balloon Street  
Manchester  
M60 4EP

**Registered office**

The Oval Community Centre  
The Oval  
Vardon Road  
Stevenage  
Herts  
SG1 5RD

**Charity number**

1145178

**Company number**

07662038

## THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

The Directors of the Company, who are the trustees of the charity for the purposes of Charity Law, present their report for the Accounting Period 1st April 2021 to 31st March 2022.

#### NAME, REGISTERED OFFICE AND CONSTITUTION OF THE CHARITY

The full name of the charity is The Oval (Stevenage) Community Association.

The legal registration details are :-

<i>Company Registration Number</i>	07662038
<i>The Registered Office is</i>	The Oval Community Centre, The Oval Vardon Road, Stevenage, Herts SG1 5RD
<i>Charity Registration Number</i>	1145178
<i>The telephone number is</i>	01438 359404

#### OBJECTIVES AND ACTIVITIES OF THE COMPANY

The company is governed by its' Articles of Association, as modified by special resolution on 19th December 2012. The company's charitable objects, set out in its' Articles of Association, are:

- to promote the benefit of the inhabitants of Stevenage without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure - time occupation, with the object of improving the conditions of life of the said inhabitants
- to establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objectives
- to promote such other charitable purposes as may from time to time be determined

#### **SUMMARY OF THE MAIN ACTIVITIES OF THE CHARITY IN RELATION TO ITS OBJECTIVES**

During the accounting period, the principal activities of the company have comprised:

- the day-to-day running and management of The Oval Community Centre, including the letting of rooms and halls

Gail Mardlin, the Community Centre Manager, is the Company's much valued and appreciated senior paid employee. The range and scope of activities undertaken during the 2021/2022 year can best be judged from her report prepared for the Company's 2022 AGM, which is reproduced below. having been endorsed by the Directors.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

### Centre Manager's Report

"Following the COVID 19 pandemic and the centre being closed for considerable amounts of time, some government restrictions were lifted from 12/4/21. The Family Centre started to run some groups from April 2021, and they were the only regular daytime group in. We had the occasional booking from the chiropodist and Herts County Council booked a few meetings. From 12/4/21 we had staff manning the office every morning but continued to use furlough on a part time basis. User groups slowly returned, STAG dancing from 13/4/21, Youth Connexions from 16/4/21. A new group, Superstar Sports, for children, started on 26/4/21 on a Monday evening. Emerald dance, Bollywood dance for adults on a Wednesday evening, returned on 19/5/21. The Dogs Trust training returned on a Thursday evening from 20/5/21. That left just a Tuesday evening available in the main hall.

STAG Dance, a long-standing hirer at the centre ceased hiring as from 20/7/21. Over the years her classes had got much quieter and the pandemic did not help. It was a shame to see them go.

The Friendship group returned on 20/7/21. I applied for a grant for them through Community Development, SBC. The grant paid for 12 weeks of hall hire, three speakers to attend the group and refreshments. This was an extremely helpful grant following their return after the pandemic.

I also applied for the same grant to get our craft group up and running again. The group started again on a Wednesday morning from 22/9/21. The grant paid for coffee bar hire and refreshments for 12 weeks. This enabled people to attend free of charge for the first 12 weeks. After this period, we introduced a small charge of £2.00 per person, to include a hot drink and biscuit.

Our first jumble sale following the pandemic was on 13/10/21. Our volunteer Michelle was keen to start holding the sales again. Takings for this financial year were £246.32. A big thank you to Michelle!

The Complete Education Solution, returned to hiring a room at the centre on 14/9/21. This is a 1-1 tutoring booking on Monday – Thursday mornings.

Weight Watchers took the remaining Tuesday evening slot in the main hall from 12/10/21.

Papworth hospital were unable to commit to a return date and have not booked any more clinics with us.

We were fortunate to receive substantial COVID 19 support grants that helped us through the tough time.

Following committee discussions, it was agreed that functions and children's parties would start again from 6/9/21. COVID cases had remained high, so the decision was made to delay bookings until then. The main hall capacity was reduced to 100 for the near future. Party bookings were busy from October to December 2021.

We opened our doors to the public from 6/9/21 and services such as photocopying, selling books etc started again. We continued to ask users of the centre to wear masks while moving around the centre.

When furlough finished in September 2021 all staff hours were reviewed and staff worked reduced hours where necessary as the centre remained quiet.

## **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

During the pandemic, the Committee held meetings by Zoom and the first meeting in person was on 24/5/21.

Sarah walker ceased her role as Caretaker as from 4/5/21 and she signed a new contract for Admin hours only. This left us with two caretakers (James & Rachael). We advertised for a third caretaker, but it was not an easy position to fill as we were unable to give a guarantee on hours available to work. We had a new caretaker join us in November 2021, but things did not work out and he left us on 4/4/22. A replacement was found, and David started with us on 9/4/22. Sarah also agreed to help with caretaking at weekends and if necessary, weekday evening cover for sickness or holiday, which has been a great help.

Rachael, our other caretaker, left us on 15/2/22 as she required more regular hours to fit in with caring for her dad.

Little Conkers Pre-school started to hire the main hall term time, from 6<sup>th</sup> September 2021. This was an encouraging booking following the pandemic and would help with our income and recovery. They started hiring 8.00am – 4.00pm Monday, Wednesday, Thursday & Friday and 8.00am – 12.30pm on a Tuesday, as the Friendship Group have the hall from 1.15pm. From December 2021 the pre-school increased their hire and booked 7.30am - 5pm every weekday. They used an upstairs room when the main hall was not available. They also started to hire during the school holidays from the half term in February 2022. Following Leila Harris leaving at the start of the pandemic on 31/3/2020, Hilary Mason was due to start with us in April 2020. This went on hold and Hilary did not start with us until 18<sup>th</sup> August 2021.

A Christmas Craft Fair was held on Saturday 20<sup>th</sup> November 2021. All the stalls we had available were booked. This was our first event following the pandemic. All saints church joined in and provided refreshments in the coffee bar. The pre-school joined in and provided some activities for children in the church. The Family Centre provided free Christmas crafts for children. The event was a remarkable success.

Lastly, a big thank you to all staff, Committee members and our volunteer, Michelle, for all their hard work throughout the year. It has been a challenging time for all!"

## **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Oval (Stevenage) Community Association is a charitable company limited by guarantee, registered with Companies House on 8th June 2011 as Company No. 07662038 and with the Charity Commission on 20th December 2011 as charity no. 1145178.

It was founded by the Trustees of the Oval Community Centre Association, registered charity no. 270150, who are the guarantors, undertaking to pay £1 each if the company is wound up, with the express purpose of taking over the running of the Oval Community Centre, The Oval, Vardon Road, Stevenage, from the unincorporated charity.

The current Trustees are:

Jeanette Thomas (chair)	(appointed 8 June 2011)
Gylyan Boielle	(appointed 8 June 2011)
Paul Laurence Boielle	(appointed 8 June 2011)
Rose Hall	(appointed 8 June 2011)
Reverend Pete Orton	(appointed 3 November 2021)

The trustees as noted above are also the guarantors and directors of the company.

The Company being limited by guarantee, there are no directors' interest in share capital.

All the directors of the company are also trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Act. The directors are members of the company

The Directors of the Company have no interest in any contract with the Company nor do they receive any remuneration for their service or personal expenses.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

### FINANCIAL REVIEW AND FINANCIAL STATEMENTS

#### **a Transactions and Financial Position**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: 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 (FRS102) issued on 16 July 2014 and with the Charities Act.

#### **Hon Treasurer's Report**

The statutory accounts, prepared on an accruals basis, record that, against expectation with income from lettings still well down on pre-pandemic levels, there was a surplus on the year of £25,134. The primary reason for the surplus on the year is that the Company received £32,550 in various grants from various bodies, including HMRC furlough payments.

In 2021/2022, wages in the year were £50,910, marginally down on the £51,705 of the previous year. Pre-pandemic, two thirds of the Centre's expenditure was accounted for by salaries. In the year, this percentage had increased to 73.5%, due to our squeeze on all non-essential expenditure. For the first half of the 2021/2022 year, a significant part of staff salaries were still being met by payments from HMRC's furlough scheme. Six years ago, the Company had made a commitment to pay its lowest paid employees the Living Wage Foundation's living wage. However, in the 2020/2021 year, because of uncertainty about the future resulting from the pandemic, wages were frozen at the 2019/2020 level. In addition, the Company limited all discretionary expenditure to the bare minimum, in an effort to stretch the Company's reserves as far into the future as possible. However, towards the end of 2021, in response to difficulties in recruiting caretaking staff, their wage rate was raised to the Living Wage Foundation rate, with a commitment to raising all staff to this rate, as a minimum, during 2022/2023.

In the 2022/2023 year the challenge will be to judge how quickly activities will return to pre-pandemic levels and thus the on-going impact of the pandemic on the Charity's income and the resources available to cover expenditure. and this in turn will put pressure on those expenditure items over which the Company has control, which is primarily staff wages, accounting for some 3/4 of annual expenditure. This wage percentage can only be sustained at the expense of investment in repair, renewals, fittings and fixtures and the like, in which there has been significant under-investment over the past 2 years. At the time of writing, the charity faces another challenge, which is the cost of gas and electricity, where renewal of supply contracts could involve a 500% increase without government support.

## **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

The Oval (Stevenage) Enterprises Ltd., which ran the bar at Community Centre functions, was set up by trustees and staff members of The Oval (Stevenage) Community Association's predecessor unincorporated charity as that charity's trading arm. The founders, who were Enterprises shareholders, intended in the fullness of time to donate their shares to the charity. This transfer process, triggered by the death of some of the founders, started in the 2017/2018 year, and was completed in the 2018/2019 year. However, as reported in a previous year's annual report, Enterprises Directors decided to suspend operations when the existing premises licence fell due for renewal at the end of summer 2021, as functions with bars were so infrequent that staffing them was uneconomic.

The Company receives assistance each year from Stevenage Borough Council, through leasing the Community Centre at a nominal rent. The 2019/2020 annual report discussed at length the Borough Council's plans to sweep all the existing buildings, including the Community Centre and All Saints Church, off the Oval site and then use developers to redevelop, squeezing a Community Centre somewhere into an odd corner of the site. Quite when the redevelopment will take place was an open question before the pandemic, and what effect the pandemic will have on the timescale for this is anybody's guess. Linked to the redevelopment plans is the Community Association's lease of the Community Centre, which ran out in 2021/2022, and which the Borough Council have informed the Association won't be renewed or extended except on a year-by-year basis. This will have a negative effect on the Association's prospects of obtaining more substantial grants.

The Community Centre shares the Oval complex with All Saints Church, an ecumenical partnership between the Methodist Church and the Church of England with a common entrance hall and shared toilets. A good working relationship with the officials and clergy of the two congregations, and especially the Church of England's full-time priest, makes for an easier life. He, with the support of the church's officials has been active in pursuing opportunities for co-operative working.

## **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

#### **b Fixed Assets**

During the period April 2021 to March 2022 there were no additions to Fixed Assets.

#### **c Reserves Policy**

The level of reserves held at the end of the 2021/2022 financial year was £146,314 which amounts to some 18 months income at the 2021/2022 rate. In the 2015/2016 year, as a result of the uncertainties about the long-term future of the Community Centre, and the increasing trend for the Company to have to call on its own resources to keep the Community Centre weatherproof and warm, the Directors/Trustees reviewed the reserves policy, and felt it prudent, by the time the redevelopment of The Oval precinct takes place, to have in reserves a year's unrestricted income. Accordingly, the current level of reserves is more than that required by the current reserves policy. The issue with this policy is that for the past 6 years, when the redevelopment of the Oval precinct will take place has always been "within the next 5 years".

The Company does not at present anticipate having to cease operation permanently when the existing Community Centre is demolished since the redevelopment plans provide for a replacement, albeit not either like-for-like or in such a favourable location, but there will be disruption with winding down of operations in one building and winding them up in another, which may not be concurrent, and the replacement Centre may not be able to accommodate all the existing range of activities, resulting in some loss of revenue and increases in costs.

At the beginning of the 2021/2022 financial year, the Directors expected to have to draw down the reserves by at least £10,000 to cover the shortfall of income over expenditure in the 2021/2022 financial year as a result of the on-going Covid-19 pandemic. In the event, for the reasons outlined earlier, the outcome over the year was a surplus of some £25,000, reflected in the increase in reserves.

#### **d Share Capital**

The company is limited by guarantee and therefore has no share capital

#### **e Responsibilities of the trustees in relation to the financial statements**

The Directors (who are also the charity's trustees) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the Directors to prepare financial statements for each year which give a true and fair view of the state of financial affairs of the company and of the profit and loss of the company for that period.

## **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

In preparing those financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The Directors, as trustees, are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply not only with the Companies Act 2006 but also the Charities Act 2011. They 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.

In all the activities undertaken by the Company, the Directors in their role as charity trustees have been mindful of their statutory duty to take into account the guidance on public benefit set out in The Charity Commission's Guidance Documents PB1 The Public Benefit Requirements, PB2 Running a Charity and PB3 Reporting.

The directors consider that for the year ended 31 March 2022, the company was entitled both to an exemption from a statutory audit under section 477 of the Companies Act 2006 and under section 144 of the Charities Act 2011.

However, the Charities Act 2011 does require an independent examination and accordingly, the directors have appointed Karen Bunyan of Hargreaves Owen Ltd as Independent Examiner.

In accordance with company law, as the charitable company trustees, the Directors certify that:

- so far as they are aware, there is no relevant information of which the charitable company's independent examiners are unaware; and
- as the trustees of the charitable company, they have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant information and to establish that the company's independent examiner is aware of that information.

**THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2022**

**f Method of preparation of accounts**

The trustees, in their capacity as directors, state that the accounts have been prepared in accordance with the special provisions in Part 15 of the Companies Act 2006 relating to small companies.

**CONCLUSION**

Paul Laurence Boielle  
Director and Trustee

Dated.....

The Oval (Stevenage) Community Association

## **Independent examiner's report to the trustees of The Oval (Stevenage) Community Association**

I report on the accounts of the company for the year ended 31 March 2022, which are set out on pages 13 to 22.

### **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 year 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 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
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

### **Basis of independent examiner's report**

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 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 next statement.

## **Independent examiner's report to the trustees of The Oval (Stevenage) Community Association**

### **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, 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

have 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

Karen Bunyan FCCA  
Hargreaves Owen Ltd  
Chartered Certified Accountants  
Red Sky House  
Fairclough Hall  
Halls Green  
Weston  
Herts  
SG4 7DP

The date upon which my opinion is expressed is:

**The Oval (Stevenage) Community Association**  
**Statement of Financial Activities**  
**for the year ended 31 March 2022**

	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
Notes	2022 £	2022 £	2022 £	2021 £
<b><i>Incoming resources from generated funds</i></b>				
Voluntary Income	31,122	1,428	32,550	69,035
Activities for generating funds	61,796	-	61,796	26,843
Investment Income	14	-	14	159
<b>Total incoming resources</b>	<b>92,932</b>	<b>1,428</b>	<b>94,360</b>	<b>96,037</b>
<b><i>Costs of charitable activities</i></b>				
<b>Governance costs</b>	67,703	593	68,296	71,043
	930	-	930	930
<b>Total resources expended</b>	<b>68,633</b>	<b>593</b>	<b>69,226</b>	<b>71,973</b>
<b>Net (outgoing) / incoming resources before transfers between funds</b>	<b>24,299</b>	<b>835</b>	<b>25,134</b>	<b>24,064</b>
<b>Gross transfers between funds</b>			-	-
<b>Net (outgoing) / incoming resources before Other recognised gains and losses</b>	<b>24,299</b>	<b>835</b>	<b>25,134</b>	<b>24,064</b>
<b>Net movement in funds</b>	<b>24,299</b>	<b>835</b>	<b>25,134</b>	<b>24,064</b>
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	120,950	230	121,180	97,116
<b>Total Funds carried forward</b>	<b>145,249</b>	<b>1,065</b>	<b>146,314</b>	<b>121,180</b>

The net movement in funds referred to above is the net outgoing resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commission for England & Wales and is reconciled to the total funds as shown in the Balance Sheet on page 16 as required by the said statement.

**All activities derive from continuing operations**

**The notes on pages 15 to 22 form an integral part of these accounts.**

**The Oval (Stevenage) Community Association**  
**Balance Sheet**  
**as at 31 March 2022**

	Notes	2022 £	2021 £
<b>The assets and liabilities of the charity :</b>			
<b>Fixed assets</b>			
Intangible assets	7	10	10
Tangible assets	8	749	1,648
<b>Current assets</b>			
Debtors	9	1,555	140
Cash at bank and in hand		147,054	121,573
<b>Total current assets</b>		<u>148,609</u>	<u>121,713</u>
<b>Creditors:-</b>			
amounts due within one year	10	(3,054)	(2,191)
<b>Net current assets</b>		<u>145,555</u>	<u>119,522</u>
<b>Total assets less current liabilities</b>		<u>146,314</u>	<u>121,180</u>
<b>Net assets / (liabilities)</b>		<u>146,314</u>	<u>121,180</u>
<b>The funds of the charity :</b>			
<b>Unrestricted income funds</b>			
Unrestricted revenue accumulated funds		145,249	120,950
<b>Total unrestricted funds</b>		145,249	120,950
<b>Restricted income funds</b>			
Restricted revenue accumulated funds		1,065	230
<b>Total restricted funds</b>		1,065	230
<b>Total charity funds</b>		<u>146,314</u>	<u>121,180</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

P Boielle

**Director**

**Approved by the board of trustees on**

**The notes on pages 15 to 22 form an integral part of these accounts.**

**The Oval (Stevenage) Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

**1 Accounting policies**

***Basis of preparation of the accounts***

The Charity constitutes a public benefit entity as defined by FRS 102. 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 (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

***Incoming Resources***

Incoming resources are accounted for on a receivable basis i.e. they are included if the date receivable falls within the period covered by these accounts.

***Investment Income***

Bank Interest received is included on an actual receipts basis.

***Recognition of liabilities***

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the Statement of Recommended Practice for Accounting and Reporting (revised June 2008) issued by the Charity Commissioners for England & Wales .

***Fixed assets and depreciation***

Upon incorporation, fixed assets were transferred from the unincorporated association at nil book value - consequently in respect of these assets no depreciation has been charged in this accounting period.

Fixed Assets that have been purchased in subsequent years are stated at cost less depreciation.

Depreciation has been provided at the following rates in order to write off the assets (less their estimated residual value ) over their estimated useful economic lives.

Fixtures, fittings & office equipment	25% straight line
---------------------------------------	-------------------

***Taxation***

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company , and is therefore included in the relevant costs in the Statement of Financial Activities

**The Oval (Stevenage) Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

***Funds structure policy***

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

There is no formal policy of transfer between funds or on the allocation of funds to designated funds, other than that described above.

Any other proposed transfer between funds would be considered on the particular circumstances.

***Transition to FRS 102***

No restatement of items has been required in making the transition to FRS 102. The transition date was 1 April 2015.

**2 Winding up or dissolution of the charity**

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

**3 Surplus for the financial year**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
This is stated after crediting :-		
Revenue from ordinary activities	94,346	95,878
and after charging:-		
Reporting Accountant's fees	930	930

Funds belonging to the charity have not been used for the purchase of insurance to protect the charity from loss arising from the neglect or defaults of its trustees, employees or agents, or to indemnify its trustees, employees or agents, against the consequences of any neglect or default on their part.

**4 Statement that no expenses were paid to trustees or connected persons**

No expenses were paid to trustees or persons connected with them.

**5 Analysis of support costs**

An analysis of support costs by activity (Appendix 2) is included in the detailed schedule to the Statement of Financial Activities.

**The Oval (Stevenage) Community Association  
Notes to the Accounts  
for the year ended 31 March 2022**

<b>6 Staff Costs and Emoluments</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Gross Salaries	50,910	51,705

<b>Numbers of full time employees or full time equivalents</b>	<b>2022</b>	<b>2021</b>
Engaged on charitable activities	3	3

There were no fees or other remuneration paid to the trustees

**7 Intangible Fixed Assets**

	<b>Shares in group undertaking</b>
<b>Cost</b>	
At 1 April 2021	10
Additions	-
At 31 March 2022	<u>10</u>

10 Ordinary shares with a nominal value of £1 each in The Oval (Stevenage) Enterprises Ltd - the trading arm of this charity - were donated to the charity in the year ended 31 March 2019.

The charity now holds 100% of the share capital of The Oval (Stevenage) Enterprises Ltd

**8 Tangible fixed assets**

	<b>Fixtures, fittings &amp; office equipment £</b>
<b>Asset cost</b>	
At 1 April 2021	19,285
Additions	-
At 31 March 2022	<u>19,285</u>
<b>Accumulated depreciation</b>	
At 1 April 2021	17,637
Charge for the year	899
At 31 March 2022	<u>18,536</u>
<b>Net book value</b>	
At 31 March 2022	<u>749</u>
At 31 March 2021	<u>1,648</u>

**The Oval (Stevenage) Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

<b>9 Debtors</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade debtors	1,555	140
Prepaid expenses	-	-
	<u>1,555</u>	<u>140</u>

<b>10 Creditors: amounts falling due within one year</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade creditors	53	201
Accrued expenses	1,357	1,393
PAYE and NI	569	497
Deferred income and grants in advance	1,075	100
	<u>3,054</u>	<u>2,191</u>

<b>11 Analysis of the Net Movement in Funds</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Net movement in funds from Statement of Financial Activities	25,134	24,064
Net resources applied on functional fixed assets	-	-
<b>Net movement in funds available for future activities</b>	<u>25,134</u>	<u>24,064</u>

<b>12 Particulars of Individual Funds and analysis of assets and liabilities representing funds At 31 March 2022</b>	<b>Unrestricted funds</b>	<b>Designated funds</b>	<b>Restricted funds</b>	<b>Total Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Intangible Fixed Assets	10	-	-	10
Tangible Fixed Assets	749	-	-	749
Current Assets	121,483	-	230	148,609
Current Liabilities	(3,054)	-	-	(3,054)
	<u>119,188</u>	<u>-</u>	<u>230</u>	<u>146,314</u>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	<b>Funds at 2021</b>	<b>Movements in as below</b>	<b>Transfers Between</b>	<b>Funds at 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Unrestricted	120,950	24,299	-	145,249
SBC Afternoon Tea	5	-	-	5
Fire Marshall Training	60	-	-	60
LCB - Christmas Fair	2	-	-	2
Costco	25	-	-	25
Follet Trust Christmas Disco	10	-	-	10
SBC Messy Monsters	31	-	-	31
LBC - First Aid	42	-	-	42
SBC- Story Time	55	-	-	55
SBC Friendship Group	-	65	-	65
LCB Summer Fair	-	770	-	770
	<u>121,180</u>	<u>25,134</u>	<u>-</u>	<u>146,314</u>

**The Oval (Stevenage) Community Association  
Notes to the Accounts  
for the year ended 31 March 2022**

**13 Endowment Funds**

The charity had no endowment funds in the year ended 31 March 2022

**14 Share Capital**

The charity is incorporated under the Companies Act 2006 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter

There are 7 members of the company (2021 -7)

The Oval (Stevenage) Community Association

Appendix 1

Analysis of Total Incoming & Outgoing Resources by Activity  
for the year ended 31 March 2022

	Fundraising		Other	2022		2021	
	£	£	Activities	£	£	£	Total
<b><i>Incoming resources from generated funds</i></b>							
Voluntary Income	32,550	-		32,550		69,035	
Activities for generating funds	61,796	-		61,796		26,843	
Investment Income	14			14		159	
<b><i>Incoming resources from charitable activities</i></b>							
<b><i>Other Incoming Resources</i></b>							
<b>Total Incoming Resources</b>	<b>94,360</b>	<b>-</b>		<b>94,360</b>		<b>96,037</b>	
<b><i>Costs of generating funds</i></b>							
Costs of generating voluntary income							
<b><i>Costs of charitable activities</i></b>	<b>68,296</b>	<b>-</b>		<b>68,296</b>		<b>71,043</b>	
<b><i>Governance costs</i></b>	<b>930</b>	<b></b>		<b>930</b>		<b>930</b>	
<b><i>Other resources expended</i></b>	<b>-</b>	<b></b>		<b>-</b>		<b>-</b>	
<b>Total resources expended</b>	<b>69,226</b>	<b>-</b>		<b>69,226</b>		<b>71,973</b>	
<b>Net Incoming Resources by activity</b>	<b>25,134</b>	<b>-</b>		<b>25,134</b>		<b>24,064</b>	

The Oval (Stevenage) Community Association  
Schedule to the Statement of Financial Activities  
for the year ended 31 March 2022

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2022	2022	2022	2021
	£	£	£	£
<b>Incoming Resources</b>				
<b>Voluntary Income</b>				
<b>Grants, legacies and donations</b>				
<b>Government and public bodies</b>				
<b>Incoming resources of a revenue nature</b>				
Grant income	31,122	1,428	32,550	69,035
<b>Total</b>	<b>31,122</b>	<b>1,428</b>	<b>32,550</b>	<b>69,035</b>
<b>Total Grants, Legacies &amp; Donations Received</b>	<b>31,122</b>	<b>1,428</b>	<b>32,550</b>	<b>69,035</b>
<b>Gifts in kind, donated services and facilities</b>				
Gifts and Donations			-	
<b>Total Gifts in kind, donated services and facilities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Voluntary Income</b>	<b>31,122</b>	<b>1,428</b>	<b>32,550</b>	<b>69,035</b>
<b>Activities for generating funds</b>				
Fundraising activities	61,796	-	61,796	26,843
<b>Total of activities for generating funds</b>	<b>61,796</b>	<b>-</b>	<b>61,796</b>	<b>26,843</b>
Bank deposit interest received	14	-	14	159
<b>Total Investment Income</b>	<b>14</b>	<b>-</b>	<b>14</b>	<b>159</b>
<b>Total Incoming Resources</b>	<b>92,932</b>	<b>1,428</b>	<b>94,360</b>	<b>96,037</b>
<b>Costs of generating funds</b>				
<b>Direct support costs</b>				
Coffee bar costs	178	-	178	56
	<b>178</b>	<b>-</b>	<b>178</b>	<b>56</b>
<b>Staff costs in support of charitable activities</b>				
Salaries - Administrative staff	25,483	-	25,483	21,495
Pension Contributions - administrative staff	811	-	811	926
	<b>26,294</b>	<b>-</b>	<b>26,294</b>	<b>22,421</b>
<b>Employee costs:</b>				
Travel and subsistence	31	-	31	66
Conferences & Courses	-	-	-	-
	<b>31</b>	<b>-</b>	<b>31</b>	<b>66</b>
<b>Premises Costs</b>				
Rent and rates payable	718	-	718	331
Insurance	1,305	-	1,305	1,304
Light and heat	4,043	-	4,043	4,339
Cleaning	10,791	-	10,791	13,463
Premises repairs and renewals	530	-	530	1,323
Alarm system maintenance	530	-	530	897
Caretaker	13,825	-	13,825	16,521
	<b>31,742</b>	<b>-</b>	<b>31,742</b>	<b>38,178</b>

**The Oval (Stevenage) Community Association  
Schedule to the Statement of Financial Activities  
for the year ended 31 March 2022**

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2022	2022	2022	2021
	£	£	£	£
<b>General administrative expenses:</b>				
Telephone and internet	1,539	-	1,539	1,572
Postage	-	-	-	12
Stationery and printing	374	593	967	586
Gifts and donations	-	-	-	50
IT Systems maintenance	2,019	-	2,019	2,080
Advertising and PR	-	-	-	-
Sundry expenses	703	-	703	431
Bad debts	-	-	-	3,197
	<b>4,635</b>	<b>593</b>	<b>5,228</b>	<b>7,928</b>
<b>Professional fees in support of charitable activities</b>				
Legal fees	540	-	540	480
Licences and permits	3,384	-	3,384	473
Companies House	-	-	-	13
	<b>3,924</b>	<b>-</b>	<b>3,924</b>	<b>966</b>
<b>Other support costs</b>				
Depreciation of assets used for charitable purposes	899	-	899	1,428
	<b>899</b>	<b>-</b>	<b>899</b>	<b>1,428</b>
<b>Total Support costs</b>	<b>67,703</b>	<b>593</b>	<b>68,296</b>	<b>71,043</b>
<b>Total Expended on Charitable Activities</b>	<b>67,703</b>	<b>593</b>	<b>68,296</b>	<b>71,043</b>
<b>Governance costs that are not direct management functions inherent in generating funds, service delivery and programme or project work</b>				
<b>Specific governance costs</b>				
Reporting Accountant's Fees	930	-	930	930
<b>Total governance costs</b>	<b>930</b>	<b>-</b>	<b>930</b>	<b>930</b>

**THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

England & Wales - Charity number 1145178

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# Accounts

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Registered Charity Number  
1145178

Registered Company Number  
07662038

The Oval (Stevenage)  
Community Association

Report and Accounts  
for the year ended 31 March 2021

**The Oval (Stevenage) Community Association  
Report and accounts  
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**The Oval (Stevenage) Community Association  
Company Information**

**Directors**

Jeanette Thomas (Chairperson)  
Gylyan Boielle  
Paul Laurence Boielle  
Rose Hall  
Helen Ashby - resigned 28 October 2020

**Accountants**

Hargreaves Owen Limited  
Red Sky House  
Fairclough Hall  
Halls Green  
Herts  
SG4 7DP

**Bankers**

The Co - operative Bank plc  
PO Box 101, 1 Balloon Street  
Manchester  
M60 4EP

**Registered office**

The Oval Community Centre  
The Oval  
Vardon Road  
Stevenage  
Herts  
SG1 5RD

**Charity number**

1145178

**Company number**

07662038

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The Directors of the Company, who are the trustees of the charity for the purposes of Charity Law, present their report for the Accounting Period 1st April 2020 to 31st March 2021.

### NAME, REGISTERED OFFICE AND CONSTITUTION OF THE CHARITY

The full name of the charity is The Oval (Stevenage) Community Association.

The legal registration details are :-

<i>Company Registration Number</i>	07662038
<i>The Registered Office is</i>	The Oval Community Centre, The Oval Vardon Road, Stevenage, Herts SG1 5RD
<i>Charity Registration Number</i>	1145178
<i>The telephone number is</i>	01438 359404

### OBJECTIVES AND ACTIVITIES OF THE COMPANY

The company is governed by its' Articles of Association, as modified by special resolution on 19th December 2012. The company's charitable objects, set out in its' Articles of Association, are:

- to promote the benefit of the inhabitants of Stevenage without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure - time occupation, with the object of improving the conditions of life of the said inhabitants
- to establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objectives
- to promote such other charitable purposes as may from time to time be determined

### SUMMARY OF THE MAIN ACTIVITIES OF THE CHARITY IN RELATION TO ITS OBJECTIVES

During the accounting period, the principal activities of the company have comprised:

- the day-to-day running and management of The Oval Community Centre, including the letting of rooms and halls

Gail Mardlin, the Community Centre Manager, is the Company's much valued and appreciated senior paid employee. The range and scope of activities undertaken during the 2020/2021 year can best be judged from her report prepared for the Company's 2021 AGM, which is reproduced below. having been endorsed by the Directors.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

### Centre Manager's Report

"At the end of March 2020, the COVID 19 Pandemic struck the world with drastic consequences!

Leila Harris, our much-valued office Admin Assistant left us as planned at the end of March 2020. Her official leaving date was 31/3/2020 but due to the virus and the locking down of the country the Community Centre was shut by instruction from Stevenage Borough Council at close of business on Monday 23<sup>rd</sup> March 2020.

All staff, excluding Sheila were put on furlough, Sheila worked at the centre office keeping the accounts up to date and processing wages each month. Hilary Mason, our new member of office staff did not start working with us as planned in April 2020 and did not start in this financial year. We have kept in touch and Hilary is happy to wait until we can start her job.

The Family centre was first to return in July 2020 and our staff were taking it in turns to come in to work for a few hours a day to get necessary jobs done.

All our staff were on flexible furlough from July 2020 and the Company topped wages up to 100%.

Jelly Tots Pre-school also returned on 6/7/20 for a few weeks before breaking up for the school holidays on 17/7/20.

Some of the evening groups slowly returned and the main hall was booked every evening until Weight Watchers left, but daytime bookings did not return. Weight Watchers cancelled their booking permanently in November 2020.

All groups stopped again when we went into a second lock down from 9/11/20. The Family Centre were the only group using the centre for their staff, no groups were running. Jelly Tots did return in November but for reduced sessions.

From September 2020 staff were getting a total of 80% wages (70% furlough and the company were topping up 10%). From October 2020 staff were getting a total of 80% wages (60% furlough and the company were topping up 20%) In November 2020 furlough went up to 80% and the company no longer topped up wages.

We received notice of the permanent closure of Jelly Tots Pre-school, and they finished here on 18/12/20 owing us over £3000 in rent.

During November and December 2020, we had ongoing problems with the building alarm. The church fire doors and the back kitchen door in the centre were randomly setting the alarm off. Active Security had to attend many times before getting all the problems sorted. Thankfully we only paid £73.69 in total as they were re-attending for faults not sorted on previous visits. By Christmas 2020 the alarm was behaving and there were no further faults.

## **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

The centre was shut from 22/12/20 – 4/1/21 for the Christmas shut down period and staff took holiday. On our return in January 2021, it was discovered that the CCTV system had failed, and it was confirmed that the NVR, the central component had failed, and the system would not work without it. This was replaced by GCIS at a cost of £595 + vat. Local Councillors kindly funded this with LCB money.

From January 2021 we had no user groups in the centre other than the Family Centre, using the porta cabin. It was agreed that as the situation with the virus was worsening it was not a good idea to have our staff in work every day. We had originally planned to man the office Monday – Friday 9am – 12 midday.

On our return in the new year, I suggested that as we have no user groups in, we should minimise the time staff are at work and continue to use the furlough scheme. We went in the office to do wages, pay bills etc and attend for necessary repairs and maintenance. Our staff were on a rota to open and shut the building for the Family Centre.

I had e-mails and phone calls diverted to my laptop at home, so I was able to regularly check these and respond.

The centre remained very quiet from January 2021 until the end of March 2021 during the second lock down and we were only open for the Family Centre. Things were set to change with some restrictions lifted from 12/4/21.

One encouraging piece of news is that we have a new Pre-school starting with us in September 2021. They will be hiring the main hall, term time only, 8am – 4pm Monday, Wednesday, Thursday & Friday and 8am – 12.30pm on a Tuesday. The short day on a Tuesday allows the afternoon session to be reserved for the Friendship Group for when they can return. “

# **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Oval (Stevenage) Community Association is a charitable company limited by guarantee, registered with Companies House on 8th June 2011 as Company No. 07662038 and with the Charity Commission on 20th December 2011 as charity no. 1145178.

It was founded by the Trustees of the Oval Community Centre Association, registered charity no. 270150, who are the guarantors, undertaking to pay £1 each if the company is wound up, with the express purpose of taking over the running of the Oval Community Centre, The Oval, Vardon Road, Stevenage, from the unincorporated charity.

The current Trustees are:

Jeanette Thomas (chair)	(appointed 8 June 2011)
Gylyan Boielle	(appointed 8 June 2011)
Paul Laurence Boielle	(appointed 8 June 2011)
Rose Hall	(appointed 8 June 2011)

The trustees as noted above are also the guarantors and directors of the company.

The Company being limited by guarantee, there are no directors' interest in share capital.

All the directors of the company are also trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Act. The directors are members of the company

The Directors of the Company have no interest in any contract with the Company nor do they receive any remuneration for their service or personal expenses.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

### FINANCIAL REVIEW AND FINANCIAL STATEMENTS

#### a Transactions and Financial Position

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: 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 (FRS102) issued on 16 July 2014 and with the Charities Act.

#### Hon Treasurer's Report

"The statutory accounts, prepared on an accruals basis, record that, against expectation with income from lettings at an all-time low, there was a surplus on the year of £24,064.

The primary reason for the surplus on the year is that the Company received over £40,000 in government grants administered by Stevenage Borough Council, to support the leisure sector, which included community centres, both going into and exiting the pandemic. The value of the grants was linked to the rateable value of the premises. Since The Oval Community Centre is the largest in Stevenage, it has the highest rateable value and qualified for an initial grant of £25,000 rather than the £12,000 or so paid to other Community Centres.

Pre-pandemic, two thirds of the Centre's expenditure was accounted for by salaries. For the whole of the 2020/2021 year, the majority of staff salaries were met by payments from HMRC's furlough scheme. Five years ago, the Company had made a commitment to pay its lowest paid employees the Living Wage Foundation's living wage. However, in the 2020/2021 year, because of uncertainty about the future resulting from the pandemic, wages were frozen at the 2019/2020 level. In addition, the Company limited all discretionary expenditure to the bare minimum, in an effort to stretch the Company's reserves as far into the future as possible. Wages in the 2020/2021 year were £7,831 down on the previous year, as a result of Leila Harris leaving the Company at the end of 2019/2020 year, and due to the pandemic, not being replaced.

In the Centre Manager's report, included above, reference is made to the Jelly Tots Pre-school closing at the end of 2020. The Company became aware that the Pre-School were in financial difficulties during the autumn term, when they fell behind with their rent. The Company did consider giving them notice to quit, but decided to allow them to see the term out to avoid putting pressure on their predominately disadvantaged clients, at the risk of the rent remaining unpaid, which is what happened. Shortly after the end of term, the company was notified that Jelly Tots were insolvent. At the meeting of creditors, held on Zoom because of the pandemic, it was clear that the liabilities of Jelly Tots were far larger than its assets, which would be insufficient to meet debts owed to its staff let alone HMRC. As a result, the debt was written off as bad, as shown in the accounts.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

In the 2021/2022 year the challenge is first to judge how long the Centre will remain closed, pending the easing of the pandemic as a result of vaccination campaigns, and then how quickly activities will resume, linked to the ending of HMRC's furlough scheme. Given the phasing out of the annual grant from Stevenage Borough Council in the 2019/2020 financial year, further pressure on the Company's income is inevitable, and this in turn will put pressure on those expenditure items over which the Company has control, which is primarily staff wages, accounting for some 2/3 of annual expenditure. Accordingly, if Centre activities don't pick up after the start of the new school year in September 2021 a review downwards of staff hours of work looks inevitable.

The Oval (Stevenage) Enterprises Ltd., which ran the bar at Community Centre functions, was set up by trustees and staff members of The Oval (Stevenage) Community Association's predecessor unincorporated charity as that charity's trading arm. The founders, who were Enterprises shareholders, intended in the fullness of time to donate their shares to the charity. This transfer process, triggered by the death of some of the founders, started in the 2017/2018 year, and was completed in the 2018/2019 year. However, as reported in last year's annual report, Enterprises Directors decided to suspend operations when the existing premises licence falls due for renewal at the end of summer 2021, as functions with bars are so infrequent that staffing them was uneconomic.

The Company receives assistance each year from Stevenage Borough Council, through leasing the Community Centre at a nominal rent. In all previous years, the Borough Council also gave the Company a grant, but these were phased out entirely by the end of 2019/2020. Last year's annual report discussed at length the Borough Council's plans to sweep all the existing buildings, including the Community Centre and All Saints Church, off the Oval site and then use developers to redevelop, squeezing a Community Centre somewhere into an odd corner of the site. Quite when the redevelopment will take place was an open question before the pandemic, and what effect the pandemic will have on the timescale for this is anybody's guess.

Linked to the redevelopment plans is the Community Association's current lease of the Community Centre, which runs out in 2021/2022, and which the Borough Council have informed the Association won't be renewed or extended except on a year-by-year basis. This will have a negative effect on the Association's prospects of obtaining more substantial grants.

The Community Centre shares the Oval complex with All Saints Church, an ecumenical partnership between the Methodist Church and the Church of England with a common entrance hall and shared toilets. A good working relationship with the officials and clergy of the two congregations, and especially the Church of England's full-time priest, makes for an easier life. He, with the support of the church's officials has been active in pursuing opportunities for co-operative working."

# **THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

### **b Fixed Assets**

During the period April 2020 to March 2021 there were no additions to Fixed Assets.

### **c Reserves Policy**

The level of reserves held at the end of the 2020/2021 financial year was £120,950 which amounts to some 15 months income at the 2020/2021 rate.

In the 2015/2016 year, as a result of the uncertainties about the long-term future of the Community Centre, and the increasing trend for the Company to have to call on its own resources to keep the Community Centre weatherproof and warm, the Directors/Trustees reviewed the reserves policy, and felt it prudent, by the time the redevelopment of The Oval precinct takes place, to have in reserves a year's unrestricted income. Accordingly, the current level of reserves is more than that required by the current reserves policy. The issue with this policy is that for the past 5 years, when the redevelopment of the Oval precinct will take place has always been "within the next 5 years".

The Company does not at present anticipate having to cease operation permanently when the existing Community Centre is demolished since the redevelopment plans provide for a replacement, albeit not either like-for-like or in such a favourable location, but there will be disruption with winding down of operations in one building and winding them up in another, which may not be concurrent, and the replacement Centre may not be able to accommodate all the existing range of activities, resulting in some loss of revenue and increases in costs.

At the beginning of the 2020/2021 financial year, the Directors expected to have to draw down the reserves by at least £15,000 to cover the shortfall of income over expenditure in the 2020/2021 financial year as a result of Covid-19. In the event, for the reasons outlined earlier, the outcome over the year was a surplus of some £24,000, reflected in the increase in reserves.

### **d Share Capital**

The company is limited by guarantee and therefore has no share capital

### **e Responsibilities of the trustees in relation to the financial statements**

The Directors (who are also the charity's trustees) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the Directors to prepare financial statements for each year which give a true and fair view of the state of financial affairs of the company and of the profit and loss of the company for that period.

# THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

In preparing those financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The Directors, as trustees, are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply not only with the Companies Act 2006 but also the Charities Act 2011. They 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.

In all the activities undertaken by the Company, the Directors in their role as charity trustees have been mindful of their statutory duty to take into account the guidance on public benefit set out in The Charity Commission's Guidance Documents PB1 The Public Benefit Requirements, PB2 Running a Charity and PB3 Reporting.

The directors consider that for the year ended 31 March 2020, the company was entitled both to an exemption from a statutory audit under section 477 of the Companies Act 2006 and under section 144 of the Charities Act 2011.

However, the Charities Act 2011 does require an independent examination and accordingly, the directors have appointed Gary Sisman of Hargreaves Owen Ltd as Independent Examiner.

In accordance with company law, as the charitable company trustees, the Directors certify that:

•so far as they are aware, there is no relevant information of which the charitable company's independent examiners are unaware; and

•as the trustees of the charitable company, they have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant information and to establish that the company's independent examiner is aware of that information.

**THE OVAL (STEVENAGE) COMMUNITY ASSOCIATION**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021**

**f Method of preparation of accounts**

The trustees, in their capacity as directors, state that the accounts have been prepared in accordance with the special provisions in Part 15 of the Companies Act 2006 relating to small companies.

**CONCLUSION**

Paul Laurence Boielle  
Director and Trustee

Dated..... *P. L. Boielle*  
*14<sup>th</sup> September 2021*

The Oval (Stevenage) Community Association

## **Independent examiner's report to the trustees of The Oval (Stevenage) Community Association**

I report on the accounts of the company for the year ended 31 March 2021, which are set out on pages 13 to 22.

### **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 year 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 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
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

### **Basis of independent examiner's report**

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 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 next statement.

**Independent examiner's report to the trustees of The Oval (Stevenage)  
Community Association**

**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, 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

have 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



Karen Bunyan FCCA  
Hargreaves Owen Ltd  
Chartered Certified Accountants  
Red Sky House  
Fairclough Hall  
Halls Green  
Weston  
Herts  
SG4 7DP

The date upon which my opinion is expressed is: 14<sup>th</sup> September 2021

**The Oval (Stevenage) Community Association  
Statement of Financial Activities  
for the year ended 31 March 2021**

	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
Notes	2021 £	2021 £	2021 £	2020 £
<b><i>Incoming resources from generated funds</i></b>				
Voluntary Income	68,321	714	69,035	6,304
Activities for generating funds	26,843	-	26,843	86,382
Investment Income	159	-	159	193
<b>Total incoming resources</b>	<b>95,323</b>	<b>714</b>	<b>96,037</b>	<b>92,879</b>
<b><i>Costs of charitable activities</i></b>				
<i>Governance costs</i>	70,329	714	71,043	86,703
	930	-	930	930
<b>Total resources expended</b>	<b>71,259</b>	<b>714</b>	<b>71,973</b>	<b>87,633</b>
<b>Net (outgoing) / incoming resources before transfers between funds</b>	<b>24,064</b>	<b>-</b>	<b>24,064</b>	<b>5,246</b>
<b>Gross transfers between funds</b>			-	-
<b>Net (outgoing) / incoming resources before Other recognised gains and losses</b>	<b>24,064</b>	<b>-</b>	<b>24,064</b>	<b>5,246</b>
<b>Net movement in funds</b>	<b>24,064</b>	<b>-</b>	<b>24,064</b>	<b>5,246</b>
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	<b>96,886</b>	<b>230</b>	<b>97,116</b>	<b>91,870</b>
<b>Total Funds carried forward</b>	<b>120,950</b>	<b>230</b>	<b>121,180</b>	<b>97,116</b>

The net movement in funds referred to above is the net outgoing resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commission for England & Wales and is reconciled to the total funds as shown in the Balance Sheet on page 16 as required by the said statement.

**All activities derive from continuing operations**

**The Oval (Stevenage) Community Association**  
**Balance Sheet**  
**as at 31 March 2021**

	Notes	2021 £	2020 £
<b>The assets and liabilities of the charity :</b>			
<b>Fixed assets</b>			
Intangible assets	7	10	10
Tangible assets	8	1,648 ✓	3,076
<b>Current assets</b>			
Debtors	9	140 ✓	8,679
Cash at bank and in hand		121,573 ✓	88,849
<b>Total current assets</b>		<u>121,713</u>	<u>97,528</u>
<b>Creditors:-</b>			
amounts due within one year	10	(2,191)	(3,498)
<b>Net current assets</b>		<u>119,522</u>	<u>94,030</u>
<b>Total assets less current liabilities</b>		<u>121,180</u>	<u>97,116</u>
<b>Net assets / (liabilities)</b>		<u>121,180</u>	<u>97,116</u>
<b>The funds of the charity :</b>			
<b>Unrestricted income funds</b>			
Unrestricted revenue accumulated funds	120,950	96,886	
<b>Total unrestricted funds</b>		120,950	96,886
<b>Restricted income funds</b>			
Restricted revenue accumulated funds	230	230	
<b>Total restricted funds</b>		230 ✓	230
<b>Total charity funds</b>		<u>121,180</u>	<u>97,116</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

(a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

*P. Boielle*

P Boielle

Director

Approved by the board of trustees on

*14<sup>th</sup> September 2021*

The notes on pages 15 to 22 form an integral part of these accounts.

**The Oval (Stevenage) Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2021**

**1 Accounting policies**

***Basis of preparation of the accounts***

The Charity constitutes a public benefit entity as defined by FRS 102. 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 (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

***Incoming Resources***

Incoming resources are accounted for on a receivable basis i.e. they are included if the date receivable falls within the period covered by these accounts.

***Investment Income***

Bank Interest received is included on an actual receipts basis.

***Recognition of liabilities***

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the Statement of Recommended Practice for Accounting and Reporting (revised June 2008) issued by the Charity Commissioners for England & Wales .

***Fixed assets and depreciation***

Upon incorporation, fixed assets were transferred from the unincorporated association at nil book value - consequently in respect of these assets no depreciation has been charged in this accounting period.

Fixed Assets that have been purchased in subsequent years are stated at cost less depreciation.

Depreciation has been provided at the following rates in order to write off the assets (less their estimated residual value ) over their estimated useful economic lives.

Fixtures, fittings & office equipment	25% straight line
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***Taxation***

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company , and is therefore included in the relevant costs in the Statement of Financial Activities

**The Oval (Stevenage) Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2021**

***Funds structure policy***

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

There is no formal policy of transfer between funds or on the allocation of funds to designated funds, other than that described above.

Any other proposed transfer between funds would be considered on the particular circumstances.

***Transition to FRS 102***

No restatement of items has been required in making the transition to FRS 102. The transition date was 1 April 2015.

**2 Winding up or dissolution of the charity**

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

**3 Surplus for the financial year**

This is stated after crediting :-

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Revenue from ordinary activities	95,878	92,686
and after charging:-		
Reporting Accountant's fees	930	930

Funds belonging to the charity have not been used for the purchase of insurance to protect the charity from loss arising from the neglect or defaults of its trustees, employees or agents, or to indemnify its trustees, employees or agents, against the consequences of any neglect or default on their part.

**4 Statement that no expenses were paid to trustees or connected persons**

No expenses were paid to trustees or persons connected with them.

**5 Analysis of support costs**

An analysis of support costs by activity (Appendix 2) is included in the detailed schedule to the Statement of Financial Activities.

**The Oval (Stevenage) Community Association  
Notes to the Accounts  
for the year ended 31 March 2021**

<b>6 Staff Costs and Emoluments</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Gross Salaries	51,705	59,536

<b>Numbers of full time employees or full time equivalents</b>	<b>2021</b>	<b>2020</b>
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Engaged on charitable activities	3	3
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There were no fees or other remuneration paid to the trustees

**7 Intangible Fixed Assets**

	<b>Shares in group undertaking</b>
<b>Cost</b>	
At 1 April 2020	10
Additions	-
At 31 March 2021	<u>10</u>

10 Ordinary shares with a nominal value of £1 each in The Oval (Stevenage) Enterprises Ltd - the trading arm of this charity - were donated to the charity in the year ended 31 March 2019.

The charity now holds 100% of the share capital of The Oval (Stevenage) Enterprises Ltd

**8 Tangible fixed assets**

	<b>Fixtures, fittings &amp; office equipment £</b>
<b>Asset cost</b>	
At 1 April 2020	19,285
Additions	-
At 31 March 2021	<u>19,285</u>
<b>Accumulated depreciation</b>	
At 1 April 2020	16,209
Charge for the year	1,428
At 31 March 2021	<u>17,637</u>
<b>Net book value</b>	
At 31 March 2021	<u>1,648</u>
At 31 March 2020	<u>3,076</u>

**The Oval (Stevenage) Community Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2021**

<b>9 Debtors</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade debtors	140	8,384
Prepaid expenses	-	295
	<u>140</u>	<u>8,679</u>

<b>10 Creditors: amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade creditors	201	111
Accrued expenses	1,393	1,903
PAYE and NI	497	509
Deferred income and grants in advance	100	975
	<u>2,191</u>	<u>3,498</u>

<b>11 Analysis of the Net Movement in Funds</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Net movement in funds from Statement of Financial Activities	24,064	5,246
Net resources applied on functional fixed assets	-	(2,976)
<b>Net movement in funds available for future activities</b>	<u>24,064</u>	<u>2,270</u>

<b>12 Particulars of Individual Funds and analysis of assets and liabilities representing funds</b>				
<b>At 31 March 2021</b>	<b>Unrestricted</b>	<b>Designated</b>	<b>Restricted</b>	<b>Total</b>
	<b>funds</b>	<b>funds</b>	<b>funds</b>	<b>Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Intangible Fixed Assets	10	-	-	10
Tangible Fixed Assets	1,648	-	-	1,648
Current Assets	121,483	-	230	121,713
Current Liabilities	(2,191)	-	-	(2,191)
	<u>120,950</u>	<u>-</u>	<u>230</u>	<u>121,180</u>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	<b>Funds at</b>	<b>Movements</b>	<b>Transfers</b>	<b>Funds at</b>
	<b>2020</b>	<b>in</b>	<b>Between</b>	<b>2021</b>
	<b>£</b>	<b>as below</b>	<b>£</b>	<b>£</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Unrestricted	96,886	24,064	-	120,950
SBC Afternoon Tea	5	-	-	5
Fire Marshall Training	60	-	-	60
LCB - Christmas Fair	2	-	-	2
Costco	25	-	-	25
Follet Trust Christmas Disco	10	-	-	10
SBC Messy Monsters	31	-	-	31
LBC - First Aid	42	-	-	42
SBC- Story Time	55	-	-	55
	<u>97,116</u>	<u>24,064</u>	<u>-</u>	<u>121,180</u>

**The Oval (Stevenage) Community Association  
Notes to the Accounts  
for the year ended 31 March 2021**

**13 Endowment Funds**

The charity had no endowment funds in the year ended 31 March 2021

**14 Share Capital**

The charity is incorporated under the Companies Act 2006 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter

There are 7 members of the company (2020 -7)

## The Oval (Stevenage) Community Association

### Appendix 1

#### Analysis of Total Incoming & Outgoing Resources by Activity for the year ended 31 March 2021

	Fundraising	Other Activities	2021 Total	2020 Total
	£	£	£	£
<b><i>Incoming resources from generated funds</i></b>				
Voluntary Income	69,035	-	69,035	6,304
Activities for generating funds	26,843	-	26,843	86,382
Investment Income	159	-	159	193
<b><i>Incoming resources from charitable activities</i></b>	-	-	-	-
<b><i>Other Incoming Resources</i></b>	-	-	-	-
<b>Total Incoming Resources</b>	<b>96,037</b>	<b>-</b>	<b>96,037</b>	<b>92,879</b>
<b><i>Costs of generating funds</i></b>				
Costs of generating voluntary income	-	-	-	-
<b><i>Costs of charitable activities</i></b>	<b>71,043</b>	<b>-</b>	<b>71,043</b>	<b>86,703</b>
<b><i>Governance costs</i></b>	<b>930</b>	<b>-</b>	<b>930</b>	<b>930</b>
<b><i>Other resources expended</i></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total resources expended</b>	<b>71,973</b>	<b>-</b>	<b>71,973</b>	<b>87,633</b>
<b>Net Incoming Resources by activity</b>	<b>24,064</b>	<b>-</b>	<b>24,064</b>	<b>5,246</b>

**The Oval (Stevenage) Community Association**  
**Schedule to the Statement of Financial Activities**  
**for the year ended 31 March 2021**

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2021	2021	2021	2020
	£	£	£	£
<b>Incoming Resources</b>				
<b>Voluntary Income</b>				
<b>Grants, legacies and donations</b>				
<b>Government and public bodies</b>				
<b>Incoming resources of a revenue nature</b>				
Grant income	68,321	714	69,035	6,304
<b>Total</b>	<b>68,321</b>	<b>714</b>	<b>69,035</b>	<b>6,304</b>
<b>Total Grants, Legacies &amp; Donations Received</b>	<b>68,321</b>	<b>714</b>	<b>69,035</b>	<b>6,304</b>
<b>Gifts in kind, donated services and facilities</b>				
Gifts and Donations			-	
<b>Total Gifts in kind, donated services and facilities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Voluntary Income</b>	<b>68,321</b>	<b>714</b>	<b>69,035</b>	<b>6,304</b>
<b>Activities for generating funds</b>				
Fundraising activities	26,843	-	26,843	86,382
<b>Total of activities for generating funds</b>	<b>26,843</b>	<b>-</b>	<b>26,843</b>	<b>86,382</b>
Bank deposit interest received	159	-	159	193
<b>Total Investment Income</b>	<b>159</b>	<b>-</b>	<b>159</b>	<b>193</b>
<b>Total Incoming Resources</b>	<b>95,323</b>	<b>714</b>	<b>96,037</b>	<b>92,879</b>
<b>Costs of generating funds</b>				
<b>Direct support costs</b>				
Coffee bar costs	56	-	56	546
	<b>56</b>	<b>-</b>	<b>56</b>	<b>546</b>
<b>Staff costs in support of charitable activities</b>				
Salaries - Administrative staff	21,495	-	21,495	29,590
Pension Contributions - administrative staff	926	-	926	1,201
	<b>22,421</b>	<b>-</b>	<b>22,421</b>	<b>30,791</b>
<b>Employee costs:</b>				
Travel and subsistence	66	-	66	-
Conferences & Courses	-	-	-	900
	<b>66</b>	<b>-</b>	<b>66</b>	<b>900</b>
<b>Premises Costs</b>				
Rent and rates payable	331	-	331	991
Insurance	1,304	-	1,304	1,303
Light and heat	4,339	-	4,339	4,933
Cleaning	13,463	-	13,463	12,601
Premises repairs and renewals	609	714	1,323	771
Alarm system maintenance	897	-	897	806
Caretaker	16,521	-	16,521	20,226
	<b>37,464</b>	<b>714</b>	<b>38,178</b>	<b>41,631</b>

**The Oval (Stevenage) Community Association  
Schedule to the Statement of Financial Activities  
for the year ended 31 March 2021**

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2021	2021	2021	2020
	£	£	£	£
<b>General administrative expenses:</b>				
Telephone and internet	1,572	-	1,572	2,010
Postage	12	-	12	74
Stationery and printing	586	-	586	1,452
Gifts and donations	50	-	50	56
IT Systems maintenance	2,080	-	2,080	2,511
Advertising and PR	-	-	-	140
Sundry expenses	431	-	431	2,226
Bad debts	3,197	-	3,197	-
	<b>7,928</b>	<b>-</b>	<b>7,928</b>	<b>8,469</b>
<b>Professional fees in support of charitable activities</b>				
Legal fees	480	-	480	-
Licences and permits	473	-	473	2,926
Companies House	13	-	13	13
	<b>966</b>	<b>-</b>	<b>966</b>	<b>2,939</b>
<b>Other support costs</b>				
Depreciation of assets used for charitable purposes	1,428	-	1,428	1,427
	<b>1,428</b>	<b>-</b>	<b>1,428</b>	<b>1,427</b>
<b>Total Support costs</b>	<b>70,329</b>	<b>714</b>	<b>71,043</b>	<b>86,703</b>
<b>Total Expended on Charitable Activities</b>	<b>70,329</b>	<b>714</b>	<b>71,043</b>	<b>86,703</b>
<b>Governance costs that are not direct management functions inherent in generating funds, service delivery and programme or project work</b>				
<b>Specific governance costs</b>				
Reporting Accountant's Fees	930	-	930	930
<b>Total governance costs</b>	<b>930</b>	<b>-</b>	<b>930</b>	<b>930</b>