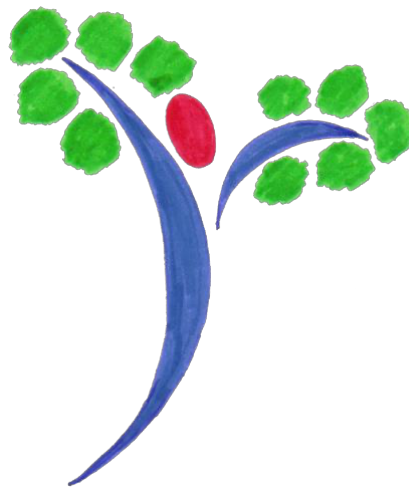




Lockswood Community and Sports Association

Annual Report of the Trustees
For the year from 1 August 2023 to 31 July 2024



Lockswood Community and Sports Association is a charitable incorporated organisation,
registered as a charity in England and Wales no: 1151561

REPORT OF THE TRUSTEES MANAGEMENT COMMITTEE

August 1 2023 to July 31 2024

Reference and Trustees/Administrative Information

Charity Name: Lockswood Community and Sports Association

Charity Registration Number: 1151561

Operational address: Lockswood Community Centre
Locks Heath District Centre
2 Centre Way

Locks Heath
Southampton
SO31 6DX

Trustees/Management Committee

Mr Raymond Randall	Chairman/Treasurer
Mr Geoffrey Eales	
Mrs Jacqueline Palmer	
Mrs Dee Readhead	Publicity – Retired July 2024
Miss Kirsten Skinner	
Councillor Susan Bayford	Appointed Fareham Borough Council Representative
Mr Werner Schoffer	
Miss Hannah Foden	New Trustee – March 2024

Employees

Mrs Beverley Colborne	Office Manager
Miss Katrina West	Assistant Office Manger
Mrs Nikola Wilkes	Cleaning Duties/Casual Office Cover
Mrs Rhianne Wilson	Resigned (Due to Health Problems) June 2024
Mrs Sarah Rowland	Office Support (Finance)

Independent Examiner

Mandair & Co
Chartered Accountants
Partnership House
84 Lodge Road
Southampton
SO14 6RG

Bank HSBC -Eastleigh SO50 9YW

Our Aims and Objectives:

Our Charity aims are as set out in our Constitution which was approved on 8 February 2013. The aims of the Association are to benefit the residents of Locks Heath and the wider neighbourhood without distinction of gender, sexual orientation, race or political, religious, or other opinions. This can be achieved by improving the running of the Centre to provide facilities in the interests of social welfare, health, and wellbeing for recreation leisure.

Ensuring our work delivers its Aims:

This is our eleventh review of our aims and activities this year ending 31 July 2024. This review looks at our achievements in the previous 12 months. The review looks at success and benefits our users have obtained due to our efforts. Trustees can then access if they have achieved aims and objectives over 12 months.

The focus of the work carried out during the 12 months:

LCSA's previous very lucrative energy deal with our gas and electricity suppliers, Pozitive Energy came to an end resulting in a very large increase in utility bills. This less attractive deal finishes September 2026. One of our trustees (Werner) has extensive experience of seeking utility deals and will investigate a new provider once we have ended the contract with Pozitive Energy. LCSA have unfortunately had to transfer funds from our reserve funds (Saving Account) to subsidise the shortfall in the Current Account during the winter period. The total moved was £10,000.

After discussions with FBC we have commissioned a representative from Liberty Gas and SSE controls to report on ways to improve the amount of energy costs we can save. The report was received the end of September.

The annual library recharge payment has now been agreed. The amount this year is: £19,485.

We had a complete sports hall floor refurbishment over the Christmas shutdown. Works carried out included 3 x seals, new badminton and football lines at a cost of £7,200. We applied for a grant from FBC of £5,000 which was granted, LCSA provided the remainder of the cost. The Sports Hall provides us with the largest income.

Our annual increase was introduced in April 2024 with an inflation linked hire charge rise of 5.5%.

One of our cleaners (Rhianne) resigned due to health issues and the charity have now found a replacement (Lisa) who is settling in very well.

The very hard-working office staff led by Beverley and Katrina – they are still the backbone to the LCSA success.

Dee Readhead, who is one of the founder trustees, is retiring after 12 years.

Ray Randall gave 1 years' notice of his retirement at the 2023 November AGM. Ray also is a founder trustee.

A new trustee joined us in March 2024- Hannah Foden.

LCSA are still actively looking for new trustees but finding it difficult to recruit them.

Trustees decided to delay the office refurb once again due to finances.

Fareham Borough Council carry out a Community Building Health Check every year and this was carried out in May 2024. Once again the result was very positive and FBC were pleased with the current management and running of the Centre. The Health Check brought up no issues.

Although FBC have agreed and offered the charity a further 10-year sub lease of the Community Centre we still have not received a copy of the lease.

Encouragingly new groups have started hiring with us and the future is looking stable. We still have a healthy reserve of £90,000. However, due to the ongoing rise in utility bills a substantial increase in hire charges will be required in April 2025.

As a retiring Chairman and trustee:

"I would like to report that I have enjoyed my 12 years working with the trustees and the wonderful staff – or, as we call them 'work family'. A big thank you also to our valuable loyal hire groups for their continued support." - Ray Randall.

How our Activities benefit the local people:

The areas we cover include: Warsash, Park Gate, Sarisbury Green, Titchfield Common and Locks Heath. Our charitable activities are focused on improving the health and wellbeing of all our users aged from birth to 90+ years, of all genders, sexual orientation, race, political, religious, or other options. We encourage disabled and disadvantaged members of the public to use our facilities and ensure everyone is happy with our efforts in achieving this.

Financial Review

Funding Sources

- As from April 2024 we increased our hire charges in line with inflation by approx. 5.5%.

Financial Costs

- Sports Hall flooring refurbished/resealed/relined - £7,200.00 of which £5,000 grant was received from FBC.
- High Utility bills which resulted in the necessity to transfer funds from our reserve account (Savings Account).

Reserves Policy

The Trustees Management Committee has monitored the charity's requirement for reserves in light of the possible risks to the organisation. Fareham Borough Council will continue to pay for maintenance of the heating system and any outside bills for the Community Centre.

Plans for Future Periods

As the Community Centre building is over 40 years old we are continually looking at ways to improve the Centre and demonstrate to our users that we are continuing to make the building as attractive and welcoming as possible. Our aim is to make the Community Centre more professional and encourage new hirers to use our facilities. We will endeavour to ensure a visit to our Community Centre is a very positive experience. Office refurbishment still on hold due to high utility costs.

Structure, Governance and Management

Governing Document:

The Lockwood Community and Sports Association is a Charitable Incorporated Organisation and was registered as a charity on 8 February 2013. In the event of the CIO being wound up the Trustees/members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

Recruitment and Appointment of Trustees/Management Committee

The directors of the company are also charity trustees for the purposes of the charity law. The trustees are elected to serve for a period of 3 years after which they must be re-elected at the next Annual General Meeting. AGM took place November 2023- Ray Randall gave 1 years notice to retire from his roles within LCSA.

Risk Management

The Trustees/Management Committee has conducted a review of the major risks to which the charity is exposed. The main risk to the charity is the loss of users resulting in the charity making a loss which could result in the closure of the Community Centre. The Community Centre is part of Locks Heath Shopping Village which is privately owned by New River Retail. Also, a possible risk could be that as the building is over 40 years old it may have increased maintenance costs in the future. Procedures are in place to ensure the compliance with Health & Safety regulations for our staff, Trustees, hirers, and visitors of the Centre. These procedures are reviewed periodically to ensure that they meet the needs of the charity. We are fully GDPR compliant.

Organisational structure

The Lockwood Community & Sports Association has a Management Committee of five trustees, and an FBC representative – Cllr Mrs Susan Bayford. Regular meetings take place and trustees are responsible for the policy of the charity. The five trustees are from various backgrounds. Although office staff attend meetings they have no voting rights.

Responsibilities of the Management Committee

Company Law requires the Management Committee to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity. The balance sheet date and its incoming resources and application of resources, including income and expenditure for the financial year. In preparing these statements the Management Committee should follow best practice and:

1. Select suitable accounting policies and then apply them consistently
2. Make judgements and estimates that are reasonable and prudent
3. Prepare the financial statements on the going concern basis unless it is not appropriate to assume that the charity will continue on that basis.

The Management Committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company with the Companies Act of 2006. The Management Committee is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Management Committee

Members of the Management Committee who are trustees for the purpose of charity law who served during the year and up to the date of this report are set out at the beginning of this report. In accordance with charity law as the Associations Trustees confirm that:

- As far as we are aware there is no relevant information for which the Association's Independent Examiner is unaware of.
- As the Trustees of the Association, we have taken steps that we ought to have taken in order to make ourselves aware of any relevant information and to establish that the Independent Examiner is aware of that information.

Independent Examiner

Mandair & Co, Chartered Accountants carried out the Independent examination on the accounts for 2023/24. They have expressed their willingness to continue in that capacity.

Approved by the Management Committee on the:
signed on its behalf by:

11th OCT. 2024 ~~2024~~ and

Mr Ray Randall (Chairman)

Mr Geof Eales (Trustee)

R. Randall

G. Eales

Date:

11th OCT. 2024

LOCKSWOOD COMMUNITY AND SPORTS ASSOCIATION**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 JULY 2024****Independent Examiner's Report to the Trustees of Lockswood Community and Sports Association**

We report on the accounts of the association for the year ended 31 July 2024 which are set out on pages 7 to 12.

Responsibilities and basis of report

As the charity trustees of the association you are responsible for the preparation of the accounts in accordance with the requirements under section 144(2) of the Charities Act 2011 (the 2011 Act).

Having satisfied ourselves that the accounts of the association are not required to be audited under section 144(2) of the 2011 Act and are eligible for independent examination, we report in respect of our examination of the association's accounts as carried out under section 145 of the 2011 Act. In carrying out our examination we have followed the directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

1. accounting records were not kept in respect of the association as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

We have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mandair & Co

Mandair & Co
Chartered Accountants
Partnership House, 84 Lodge Road
Southampton
SO14 6RG

Date: *11/10/2024*

LOCKSWOOD COMMUNITY AND SPORTS ASSOCIATION
Registered Charity Number 1151561

STATEMENT OF FINANCIAL ACTIVITIES
(including Income & Expenditure Account)
FOR THE YEAR ENDED 31 JULY 2024

	Note	Unrestricted Funds £	Restricted Funds £	2024 Total Funds £	2023 Total Funds £
Incoming resources					
Activities for generating funds:					
Voluntary income - donations		-	-	-	-
Income earned from assets		1,837	-	1,837	698
Income resources from charitable activities:					
Hire of facilities		120,497	-	120,497	107,515
Fund raising events (net)		250	-	250	1,416
Grants - for charitable purposes		-	-	-	1,250
Other Income:					
Grants - FBC re Leisure funding		-	4,999	4,999	-
Total incoming resources		122,584	4,999	127,583	110,879
Resources expended	2				
Costs of generating funds:					
Charitable activities	3	126,922	4,999	131,921	93,619
Governance costs	4	684	-	684	660
Total resources expended		127,606	4,999	132,605	94,279
Net movement in funds - (deficit)/surplus	-	5,022	-	5,022	16,600
Reconciliation of funds					
Total funds brought forward		124,023	-	124,023	107,423
Total funds carried forward	12	119,001	-	119,001	124,023

LOCKSWOOD COMMUNITY AND SPORTS ASSOCIATION
Registered Charity Number 1151561

BALANCE SHEET AT 31 JULY 2024

	Note	2024		2023	
		£	£	£	£
Fixed Assets					
Tangible assets	9		1,353		1,803
Current Assets					
Debtors	10	19,901		19,876	
Cash at bank and in hand		100,810		103,984	
		<u>120,711</u>		<u>123,860</u>	
Creditors: Amounts falling due within one year	11	3,063		1,640	
Net Current Assets			<u>117,648</u>		<u>122,220</u>
Net Assets			<u>119,001</u>		<u>124,023</u>
The funds of the charity:					
Unrestricted funds	12	119,001		124,023	
Restricted funds	12	-		-	
Total Funds		<u>119,001</u>		<u>124,023</u>	

The Trustees have acknowledged their responsibilities for preparing accounts which give a true and fair view of the Charity's activities for the year then ended in accordance with applicable accounting standards and the Charities Accounting Statement of Recommended Practice (SORP - effective January 2015).

Signed on behalf of the Trustees:

Trustee

Date

R.G. Randall
R.G. RANDALL
11.10.24

The note on pages 9 to 12 form part of these accounts

LOCKSWOOD COMMUNITY AND SPORTS ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

1. ACCOUNTING POLICIES

Basis of preparation

The accounts have been prepared on the historical cost basis and in compliance with FRS 102, the Financial Reporting Standard applicable in the UK and the Republic of Ireland, the 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) (Charities SORP (FRS 102)) and the Charities Act 2011. The currency is sterling, which is the functional currency of the association.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes.

There are no designated funds during the year.

Incoming resources

Donations are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract,

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Fixed assets

Individual fixed assets are initially recorded at cost.

contd/...

LOCKSWOOD COMMUNITY AND SPORTS ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

1. contd/...

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost over their expected useful economic life as follows:

Fixtures, fittings and equipment - 25% straight line basis

Pensions

The charity has some staff in the Hampshire County Council Pension Scheme. The assets of the scheme are held independently of the charity and also independently administered. The charity makes an employer's contribution to the scheme which is shown in note 7. There were no outstanding or prepaid contributions at the end of the financial year.

2. TOTAL RESOURCES EXPENDED

	Charitable activities		Governance costs		TOTAL	
	2024	2023	2024	2023	2024	2023
	£	£	£	£	£	£
Direct costs - unrestricted funds						
Employment costs	65,927	57,694	-	-	65,927	57,694
Establishment costs	44,277	20,477	-	-	44,277	20,477
Repairs & maintenance	8,345	8,172	-	-	8,345	8,172
Office expenses	7,071	5,511	-	-	7,071	5,511
Sundry & other costs	172	640	-	-	172	640
Professional costs	680	524	684	660	1,364	1,184
Depreciation of tangible fixed assets	450	601	-	-	450	601
	126,922	93,619	684	660	127,606	94,279
Direct costs - restricted funds						
Maintenance	4,999	-	-	-	4,999	-
	131,921	93,619	684	660	132,605	94,279

3. DETAILS OF CHARITABLE ACTIVITIES

	Activities undertaken directly		Grant funding of activities		Total	
	2024	2023	2024	2023	2024	2023
	£	£	£	£	£	£
Unrestricted Funds						
Charitable activities	126,922	92,369	-	1,250	126,922	93,619
Restricted Funds						
Maintenance	4,999	-	-	-	4,999	-

LOCKSWOOD COMMUNITY AND SPORTS ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

	2024	2023
	£	£
4. GOVERNANCE COSTS		
Independent examination (including VAT)	684	660
	<u>684</u>	<u>660</u>

5. TRUSTEES' REMUNERATION AND EXPENSES

No trustees received any remuneration or benefits from the Charity during the year.

	2024	2023
	£	£
6. NET INCOME IS STATED AFTER CHARGING		
Depreciation of tangible fixed assets	450	601
	<u>450</u>	<u>601</u>

7. EMPLOYEES' REMUNERATION

The average number of persons employed by the charity (including trustees) during the year was as follows:

	2024	2023
	Number	Number
Charitable activities	10	10

The aggregate payroll costs of those persons were as follows:

	2024	2023
	£	£
Wages and salaries	54,900	48,368
Social security	-	-
Other pension costs	11,027	9,326
	<u>65,927</u>	<u>57,694</u>

8. TAXATION

Being a registered charity the association is exempt from taxation.

LOCKSWOOD COMMUNITY AND SPORTS ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

9. TANGIBLE FIXED ASSETS

	Fixtures & Fittings	Office Equipment	Total
Cost	£	£	£
At 1 August 2023	1,907	7,167	9,074
Additions	-	-	-
At 31 July 2024	1,907	7,167	9,074
Depreciation			
At 1 August 2023	1,253	6,018	7,271
Charge for the year	163	287	450
At 31 July 2024	1,416	6,305	7,721
Net Book Value			
At 31 July 2024	491	862	1,353
At 31 July 2023	654	1,149	1,803

All the fixed assets above are used for charitable purposes.

10. DEBTORS

	2024	2023
	£	£
Trade debtors	-	5,104
Prepayments	416	417
Accrued income	19,485	14,355
	<u>19,901</u>	<u>19,876</u>

11. CREDITORS

	2024	2023
	£	£
Trade creditors	3,063	1,640
Tax and social security	-	-
	<u>3,063</u>	<u>1,640</u>

12. FUNDS AND NET ASSETS

The funds and net assets of the Charity are as follows:

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Accumulated Funds brought forward	124,023	-	124,023	107,423
(Deficit)/Surplus funds for the year	-5,022	-	-5,022	16,600
Accumulated Funds carried forward	<u>119,001</u>	<u>-</u>	<u>119,001</u>	<u>124,023</u>