

**Curdrige Reading Room and Recreation
Ground Charity**

Accounts for the year ended

31st December 2020

Alliott Wingham Limited
Kintyre House
70 High Street
Fareham
Hampshire
PO16 7BB

Independent examiner's report to the trustees of the Curdridge Reading Room and Recreation Ground Charity

We report on the accounts of the charity for the year ended 31 December 2020, which are set out on pages 3 to 6.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts for the year ended 31 December 2018. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- The accounting records were not kept in accordance with section 130 of the Charities Act, or
- The accounts did not accord with the accounting records, or
- The accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have 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.



Natalie Brown ACA, FCCA, CTA

Alliott Wingham Limited
Kintyre House
70 High Street
Fareham
PO16 7BB

Curdridge Reading Room and Recreation Ground Charity
Accounts for the Year 1st January to 31st December 2020

Income and Expenditure	For the Year 1st January to 31st December 2020			For the Year 1st January to 31st December 2019		
	Income	Expenses	Net	Income	Expenses	Net
Revenue						
Hall hire income and grant	£30,670.35		£30,670.35	£43,964.50		£43,964.50
Bank interest	£310.17		£310.17	£463.09		£463.09
Caretaker services		£15,968.40	-£15,968.40		£16,246.87	-£16,246.87
House cleaning		£6,576.97	-£6,576.97		£7,476.63	-£7,476.63
House maintenance		£315.56	-£315.56	£1,000.00	£1,992.45	-£992.45
Ground maintenance		£1,591.28	-£1,591.28	£2,887.52	£4,858.79	-£1,971.27
Ground cleaning		£0.00	£0.00		£40.00	-£40.00
PAYE		£2,648.96	-£2,648.96		£2,272.99	-£2,272.99
Insurance		£2,078.87	-£2,078.87		£2,245.26	-£2,245.26
Gas		£2,669.21	-£2,669.21		£4,966.48	-£4,966.48
Telephone, Wifi and Broadband		£1,028.01	-£1,028.01		£1,081.13	-£1,081.13
Water		£754.60	-£754.60		£915.40	-£915.40
Electric		£2,089.87	-£2,089.87		£2,767.66	-£2,767.66
Council tax and licences		£285.00	-£285.00		£1,014.75	-£1,014.75
PRS & PPL licences		£0.00	£0.00		£419.37	-£419.37
Marketing and Website Maintenance		£1,000.67	-£1,000.67		£1,081.49	-£1,081.49
Recycling Bin	£433.70		£433.70	£729.20		£729.20
Administration		£2,638.24	-£2,638.24		£3,038.89	-£3,038.89
Bank charges		£60.00	-£60.00		£60.00	-£60.00
Total Revenue Items	£31,414.22	£39,705.64	-£8,291.42	£49,044.31	£50,478.16	-£1,433.85
Capital						
Curdridge Country Show	£5,183.50	£6,551.56	-£1,368.06	£43,589.70	£27,441.52	£16,148.18
Curdridge Beer Festival		£36.00	-£36.00	£5,259.40	£3,307.71	£1,951.69
Dolly Parton (Neil Diamond)			£0.00	£824.09	£182.02	£642.07
Clothes Swap (Autumn Fayre)			£0.00	£300.64	£190.12	£110.52
Donations	£2,560.91		£2,560.91			£0.00
Floor sanding, cupboard and tables		£3,305.89	-£3,305.89			
Kitchen Refurbishment		£5,039.77	-£5,039.77			£0.00
Total Capital Items	£7,744.41	£14,933.22	-£7,188.81	£49,973.83	£31,121.37	£18,852.46
Total Movement of Funds	£39,158.63	£54,638.86	-£15,480.23	£99,018.14	£81,599.53	£17,418.61

Balance Sheet

As at 31st December 2020

As at 31st December 2019

Analysis of Funds	Revenue Reserve	Capital Reserve	Total Reserves	Revenue Reserve	Capital Reserve	Total Reserves
Opening Balance	£20,134.55	£81,740.60	£101,875.15	£20,068.40	£64,388.14	£84,456.54
Movement of funds this period	-£8,291.42	-£7,188.81	-£15,480.23	-£1,433.85	£18,852.46	£17,418.61
Transfer of funds to cover deficit	£8,300.00	-£8,300.00	£0.00	£1,500.00	-£1,500.00	£0.00
Funds as at 31st December 2020	£20,143.13	£66,251.79	£86,394.92	£20,134.55	£81,740.60	£101,875.15

Statement of Assets and Liabilities

Current Assets - Cash

CAF Gold Account		£26,728.67	£26,728.67		£41,199.87	£41,199.87
CAF Cash Account	£500.00		£500.00	£500.00		£500.00
Virgin Account	£19,943.13	£36,006.64	£55,949.77	£20,084.55	£35,656.19	£55,740.74
Show Account		£3,516.48	£3,516.48		£4,884.54	£4,884.54
Petty Cash	£50.00		£50.00	£50.00		£50.00
Total cash	£20,493.13	£66,251.79	£86,744.92	£20,634.55	£81,740.60	£102,375.15

Current Assets - Other

None

Current Liabilities

Deposits held	-£350.00		-£350.00	-£500.00		-£500.00
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Net Current Assets	£20,143.13	£66,251.79	£86,394.92	£20,134.55	£81,740.60	£101,875.15
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Fixed Assets

Buildings and contents		£570,000.00				£570,000.00
Skinner Field		£31,000.00				£31,000.00
Total Fixed Assets		£601,000.00				£601,000.00

Curdridge Reading Room and Recreation Ground Charity
Trustees Report for the Year 1st January to 31st December 2020
Charity Registration Number: 1153056

Principle Address: The Curdridge Reading Room, Reading Room Lane, Curdridge, Southampton, SO32 2HE

Telephone: 07704 208703

Website: www.curdridgereadingroom.co.uk

Email: curdridgereadingroom@gmail.com

Charity Trustees:

Jonathan Grigg Chairperson

Jo White Secretary

Christine Weaver

Larry Burden

Bill Priest Appointed as a Trustee on 5th May 2020

Structure, Governance and Management:

The Charity was formed as a Charitable Incorporated Organisation (CIO) and took over all the assets and liabilities of the Curdridge Reading Room Charity (Registration Number 203472) on 1st August 2013.

The Governing Documents of the Charity are published on the website www.curdridgereadingroom.co.uk and an individual may apply to the address or telephone number given above for a paper copy.

The Charity will have a minimum of four and a maximum of eight Trustees.

A rotation basis is adopted as detailed in the Governing Document in order that each Trustee position will be the subject of an election at least every three years. At the AGM Jonathan Grigg and Larry Burden will stand down and seek re-election.

The Charity maintains a Register of Members and all members of the community are actively encouraged to become Members. There is no charge for membership and as at 31st December 2020 the register shows that there were 29 members.

The Objectives and Activities of the Charity:

The full description of the Objectives of the Charity are contained in the Governing Document but can be summarised as:

Providing facilities for recreation and leisure time activities for members of the community who need them by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public in the interests of social welfare; and with the aim of improving the condition of life of the inhabitants in the Area of Benefit.

The facilities comprise:

- ☐ The Reading Room building which is available for hire in part or fully
- ☐ The main recreation ground which includes facilities specifically for the playing of cricket but is available for other sports and recreation as well
- ☐ A children's playground
- ☐ An open area commonly known as The Skinner Field

The Trustees deliver the public benefit of the Objectives stated above by managing the facilities in a way that ensures all members of the community have an equal and fair opportunity to use them in the way they choose, this includes:

- ☐ Maintaining the facilities including the buildings and the grounds with a particular regard to Health and Safety
- ☐ Operating a booking system and maintaining a fair charging policy
- ☐ Publishing all relevant information on the website, on the notice board, in regular features in the local Parish Magazine and by using social media such as Facebook and Twitter
- ☐ Holding all Trustee meetings in public with an open session at the beginning for visitors to raise any issue
- ☐ Working closely with the Parish Council to obtain available funding and ensuring that activities and facilities provided are in line with local needs
- ☐ Working tirelessly to achieve compliance with all the requirements of the various laws and guidance that apply to the Charity

As reported in previous years, the Charity faces an enormous challenge because the building is showing signs of structural instability and is in need of significant repair and renovation. A part of the current building was erected in 1884 and various additions have been made over the years.

Having determined that the repair of the building will be prohibitively expensive and require the closure of the facilities for some considerable time the Trustees have been investigating alternatives. The aim is to secure the long term future of the facility for the village while maintaining continuous use for local people.

To this end the Trustees have spoken to a number of developers who might provide funds to erect a new building, car park and children's playground on another part of the site in exchange for the opportunity to develop the old building and existing car park into housing.

In current market conditions this aim is proving impossible to achieve because there is a significant funding gap between what developers are willing to offer and the cost of redevelopment.

At a Trustee meeting in autumn 2018 it was agreed to suspend work on this long-term strategic objective, as the prospect of the funding gap being bridged in the short to medium term did not appear a realistic prospect.

The Trustees have informed all interested parties and this decision will be reviewed at each AGM.

In the meantime the Trustees have drawn up a schedule of works to address immediate repairs and necessary routine maintenance. A full report will be made at the AGM.

Achievements and Performance

For almost the whole of 2020 the country has been in the grip of the COVID 19 Pandemic which has seriously affected the Trustees ability to undertake the normal activities of the charity. The building has been closed for several months and most bookings have been suspended.

The following summarises the usual key actions, tasks and progress the Trustees try to achieve over the year. This list is always in their minds although much of the normal activity level has been necessarily suspended for 2020. It is worth noting this checklist which is always in the forefront of planning by the trustees, as follows:

- Interviewing and evaluating proposals for the long-term strategic development of the site
- Improving the financial position of the charity
- Retaining and expanding a group of loyal regular users and hirers
- Increasing the use of the Reading Room for bookings
- Strengthening links with school and other community groups e.g. football and providing storage facilities
- Supporting the Scouts and Guides increasing their activities for HQ and community benefits
- Managing the main fundraising activities which normally include the Curdridge Country Show with Barn Dance, and the Beer Festival, together with a joint event with St. Peter's church where a musical tribute act would entertained us, and a Clothes Swap run by a loyal volunteer. It was not possible to run any of these events in 2020.
- Selecting and appointing the paid coordinator for the Curdridge Show

Financial Review

The accounts have been prepared on a receipts and payments basis.

The main source of regular Revenue for the Charity is from the hire of the building and grounds.

The Charity adopts a Revenue and Capital Reserves Policy.

The hire rates for use of the building will be set annually with the aim of the day to day income and expenditure balancing, having made reasonable provision for ongoing costs of maintenance and repair which may not arise on an annual basis.

The Charity will hold sufficient Revenue Cash Reserves to maintain security for the day to day operations. In 2020 this was considered to be £20,000 but the figure will be up-rated as necessary with the effects of inflation in the future and any identified needs.

All fundraising and special activities, donations and grants will be held in the Capital Reserve from which all capital projects will be funded. Any Designated Funds will be held as part of the Capital Reserve but may only be used for their specific purpose. As at 31st December 2020 the only Designated Funds are the balance on the Memorial Bench Scheme.

Should Revenue Reserves fall below the amount considered to be prudent by the Trustees then Capital Reserves (except Designated Funds) may be used to top them up. The hire rate review each year is used to regulate this for the future so that Capital Reserves are not depleted unnecessarily.

While the charity did benefit from a grant to cover some of the fixed costs of running the building while closed this was not sufficient to maintain the good results of 2019. The deficit for 2020 will be funded by Reserves created from fundraising activities in the past and held in the Capital Reserve. The hire rates will be reconsidered at the AGM in 2021 to decide if a change is needed.

During 2020 certain improvements were made to the building and equipment purchased as follows:

- The main hall floor was sanded and re-finished
- The kitchen was refurbished
- Additional Go-Pak tables were purchased for the use of hirers
- A new large cupboard was purchased so that additional hire income could be earned

The Curdridge Show was cancelled but many of our loyal and regular supporters and traders carried over their deposits to 2021. As the accounts are prepared on a cash basis that carry over has been taken into the 2020 accounts.

The Trustees declare that they have approved the above Trustees Report and attached Accounts.

Due to the COVID 19 pandemic the AGM was cancelled in 2019 and the accounts were circulated electronically to Members. A paper copy is available at The Curdridge Reading Room building if requested.

The 2021 AGM will be held on 26th April 2021 using Zoom for health and safety measures.

Signed..... Dated 26 April 2021
Jonathan Grigg Chair of Trustees