



Trustees' Annual Report for the period

Period start date		Period end date	
From	1 January 2023	To	31 December 2023

Section A Reference and administration details

Charity name **Moulton Community Association CIO**

Other names charity is known by **MCA**

Registered charity number (if any) **1154390**

Charity's principal address **Moulton Community Association**
3/5 Broad Lane, Moulton, Spalding,
Lincs
Postcode PE12 6PN

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Lesley Fisher	Secretary and Chair from June 2023		The Trustees
James Arnott	Treasurer from July 2023		The Trustees
Christopher Tibbs	Vice-Chair from August 2023		The Trustees
Pamela Stanley	Raffles & Bingo		The Trustees
Claire Gray	Joint Lettings Officer/Bookings Secretary		The Trustees
Martin Gray	Joint Lettings Officer/Bookings Secretary		The Trustees
John Bell	Health & Safety Officer to November 2023	Resigned November 2023	The Trustees
Ralph Fisher		(Appointed March 2022, Resigned September 2022) Reappointed May 2023	The Trustees
Claire Goy		Resigned April 2023, reappointed October 2023	The Trustees
Gavin Horner		Appointed August 2023	The Trustees
Heather Horner		Appointed August 2023	The Trustees
Kenton Hawkins		Appointed October 2023	The Trustees

Dorran Scarsbrook	Treasurer to June 2023	Resigned June 2023	The Trustees
James Scarsbrook	Chair to June 2023	Resigned July 2023	The Trustees
Nigel Henderson	Premises Manager to August 2023 and Vice Chairman to August 2023	Resigned August 2023	The Trustees
Stephen Winn		Resigned March 2023	The Trustees

Names of the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
None	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
None		

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	Constitution Dated 2015
How the charity is constituted <small>(eg. trust, association, company)</small>	Charitable Incorporated Organisation
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Appointed by existing Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The following policies have been adopted by the Charity:

- Health and Safety – updated 2020
- Environmental – updated 2021
- Equal Opportunities – updated 2021
- Safeguarding – updated 2023

The following procedures have been adopted by the Charity:

- Disciplinary Process – updated 2021
- Employee Grievance Process – updated 2021
- Trustee Grievance Process – adopted 2022

Where appropriate we aim to work with and support other voluntary organisations within the Village and the Church. In 2023 we worked with the Celebration Committee in organising and putting on a number of well attended celebrations in the Village. We worked with All Saints Church, Moulton in organising Carols on the Green.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The provision and maintenance of a Village Hall and Community Centre for the use of the inhabitants of the Parish of Moulton in the County of Lincolnshire ("the area of benefit") without distinction of political, religious or other opinions including:

- a) Meetings, lectures and classes.
- b) Other forms of recreation and leisure time occupation with the object of improving the life of the said inhabitants.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

By providing and maintaining the premises we are then able to let them for a variety of uses which inhabitants of all ages are able to attend according to preference.

During 2023 we continued to attract new users to include The Village Hub, a Trampoline group and more

During 2023/24 there has been a focus on promoting the building with a considerable amount of success. The following were regular users during 2023:

- Brownies and Rainbows;
- Scouts, Cubs and Beavers;
- Tots and Carers
- Lace making;
- Flower arranging;
- U3A Needlework;
- Moulton Ladies;
- Yoga – various levels;
- Pilates;
- Knit Crochet and Craft;
- Zumba;
- Karate;
- Card Making;
- Wellbeing Groups;
- Exercise Groups;
- Miscellaneous meetings (including Parish Council)

During the year the buildings have also been used for:

- Children and family parties
- Christenings
- Wedding Reception
- Harvest working weekend and Church Festival

They have also been used for our own fund raising events:

- Bingo;
- Garden Crawl and Scarecrow Weekend.

There are no restrictions on who may hire the buildings for public or private events although events which have the potential for causing a nuisance are considered on their merits. Regard must also be had to any necessary licences.

Hire charges are fixed in advance having regard to charges for other halls in the area. All hirers are subject to the same charges, although charities are entitled to a small discount. Increases in energy costs are a matter of concern and charges are constantly being reviewed. However, charges were not increased during the year.

Our policies have regard to the Charity Commission's Guidance on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

In addition to the trustees, the Charity relies on help from friends and volunteers (FAVs), particularly when arranging fund raising activities.

The Charity does not make grants to individuals or bodies but has in the past, usually on an approximately annual basis, sponsored the Village Magazine in which it advertises events and functions.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

As well as income from lettings we rely on income from events. In the past our main annual event has been the Garden Crawl and Scarecrow Weekend. This was successfully held in July 2023 and despite appalling weather was a complete success.

A monthly bingo event is also very popular and raises much needed funds. Numbers attending in 2023 have far exceeded previous years.

Carols on the Green in December 2023 was organised in conjunction with the Church. This was a community event and no charges were made for the refreshments which included mince pies and mulled wine.

Wages increased in line with the Government's National Living Wage (Minimum Wage) with effect from April 2023.

Maintenance and improvement work continued throughout the year.

Works undertaken included:

PAT testing

Emergency light test & necessary repairs

Yearly fire extinguisher safety check

Installation of speed ramps

Installation of safety handrail

External lighting checks & repairs

Ladies toilet roof – leak repair

Gas central heating system check

Flood prevention work & repairs

New stage curtain pole

New CCTV recording unit

Underlying most things however, has been the rising energy costs. A considerable amount of time and effort has been put into this, liaising with energy providers and regulating heating levels in an effort to keep costs as low as possible.

A new Website was commissioned during 2022/23 using a local website designer / builder. This is now maintained by one of our Trustees.

A promotional video which was commissioned in 2022 continues to be used and is available on our website.

The garden area in front of the Community Centre has continued to be maintained by volunteers and looked good throughout the year, including appropriate displays, attracting positive feedback.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity has a policy to keep a reserve of not less than £12,000 in the event of unexpected repairs or demand on funds. This has been proven to be prudent, particularly with uncertainties in respect of future energy costs.

At the end of 2023 the Charity funds at bank and in hand of £31,029. We have identified works of repair, maintenance and improvement. The identified works could be done within our budget but a cautious approach must continue to be maintained.

Changes to the Community Centre Heating are being explored as the air conditioning system is not working reliably

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

During 2023 the Charity's principal sources of revenue / income were:

- Rental income from lettings Community Centre and Village Hall
- Fundraising events:
 - Bingo
 - Garden Crawl and Scarecrow Weekend
 - Harvest working weekend and Church Festival
- Grant income – None within 2023
- Donations £1,414 in 2023

Fundraising and grant income enables us to maintain the buildings in a suitable state for letting. Income from lettings alone are insufficient to maintain the buildings which are old and in a conservation area. Although the buildings are not listed, the District Council Planning Officer has described them as being of historic importance to the Village.

Section F

Other optional information

To assist with the maintenance of the premises the Charity employs a cleaner and, until November 2023, a person to undertake miscellaneous jobs.



Several Trustees left during 2023 but new ones joined the Charity. We continue to make such efforts as we can to seek to recruit additional Trustees.

During the year much more use has been made of social media, including Facebook – Spotted Moulton, to promote the Community Association's facilities and events. The new website has aided this.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Lesley Fisher	James Arnott
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date 08/04/23.



Section A

Independent Examiner's Report

Report to the trustees/
members of

MOULTON COMMUNITY ASSOCIATION CIO

On accounts for the year
ended

31st DECEMBER 2023

Charity no
(if any)

1154390

Set out on pages

1 & 2

Remember to include the page numbers of additional sheets

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

12/3/2024

Name:

DANIEL COLEMAN

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

MAAT

Address:

EVERY CLOUD LIMITED, 46 HIGH STREET
HOLBOURN
SPALDING
PE12 7ED

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

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



CHARITY COMMISSION
FOR ENGLAND AND WALES

MOULTON COMMUNITY ASSOCIATION CIO

1154390

Receipts and payments accounts

CC16a

For the period
from

1st Jan 2023

To

31st Dec 2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year 2022
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Rentals / Lettings (Hall Hire)	17,394	-	-	17,394	11,087
Donations received	1,414	-	-	1,414	11,234
Grants	-	-	-	-	3,667
Fundraising	10,832	-	-	10,832	10,346
Bank Interest received	539	-	-	539	132
Sale of Equipment	-	-	-	-	10
	-	-	-	-	-
Sub total (Gross income for AR)	30,179	-	-	30,179	36,476
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	30,179	-	-	30,179	36,476
A3 Payments					
Wages	7,036	-	-	7,036	6,169
Electricity & Gas	7,786	-	-	7,786	4,206
Water	420	-	-	420	332
Insurance	1,779	-	-	1,779	1,700
Repairs & Maintenance	13,199	-	-	13,199	15,499
Gardening	-	-	-	-	38
Equipment Purchases	768	-	-	768	945
Cleaning Services and Supplies	285	-	-	285	204
Broadband Internet	435	-	-	435	402
Website	634	-	-	634	350
Stationery & Advertising	141	-	-	141	115
PRS Licence	210	-	-	210	11
Examination of Annual Accounts	350	-	-	350	-
Bank Charges	91	-	-	91	117
Other Payments	207	-	-	207	-
Fundraising Expenses	3,469	-	-	3,469	2,481
Donations made and Sponsorship	-	-	-	-	50
	-	-	-	-	-
Sub total	36,810	-	-	36,810	32,619
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	36,810	-	-	36,810	32,619
Net of receipts/(payments)	6,631	-	-	6,631	3,857
A5 Transfers between funds	500	500	-	-	500
A6 Cash funds last year end	35,390	2,270	-	37,660	33,303
Cash funds this year end	29,259	1,770	-	31,029	37,660

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Funds at Bank	28,973	1,770	-
	Cash Floats held	286	-	-
		-	-	-
	Total cash funds	29,259	1,770	-
	(agree balances with receipts and payments account(s))			


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Land and Buildings (2015 value shown)	Endowment	-	798,000
	Other Fixtures & Fittings	Unrestricted	3,500	-
	Equipment	Unrestricted	1,173	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Replacement equipment (CCTV)		727	15 January 2024
	Website Charges		26	15 January 2024
	Electricity & Gas (Dec 2023 bills)		1,362	15 January 2024
			-	
			-	

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

Signature	Print Name	Date of approval
	Lesley Fisher - Chair	08/04/23
	James Arnott - Treasurer	08/04/23