

PORTCHESTER & DISTRICT COMMUNITY ASSOCIATION CIO

England & Wales · Charity number 1154548

Details

Other names	PCA
Status	Registered
Legal form	CIO
Registered	2013-11-11
Register	View on the Charity Commission register

Contact

Address	2 New Parade 38 West Street Portchester Fareham Hampshire PO16 9UY
Phone	02392210048
Email	manager@portchesterca.org.uk
Website	www.portchesterca.org.uk

Activities

Objects: THE OBJECTS OF THE CIO ARE:3.1 TO PROMOTE THE BENEFIT OF THE INHABITANTS OF THE AREA OF BENEFIT WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, AGE, DISABILITY, NATIONALITY, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, BY ASSOCIATING TOGETHER THE SAID INHABITANTS AND THE STATUTORY 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 FOR THE SAID INHABITANTS;3.2 TO ESTABLISH, OR SECURE THE ESTABLISHMENT OF, A COMMUNITY CENTRE AND/OR OTHER COMMUNITY PREMISES, AND TO MAINTAIN AND MANAGE THE SAME (WHETHER ALONE OR IN CO-OPERATION WITH ANY STATUTORY AUTHORITY OR OTHER PERSON OR BODY) IN FURTHERANCE OF THE OBJECTS;3.3 TO PROMOTE SUCH OTHER CHARITABLE PURPOSES AS MAY FROM TIME TO TIME BE DETERMINED.THE CHARITY SHALL BE NON-PARTY IN POLITICS AND NON-SECTARIAN IN RELIGION. THE AREA OF BENEFIT (AREA OF BENEFIT) SHALL BE (PORTCHESTER) AND THE SURROUNDING NEIGHBOURHOODS.

Activities: Provides/enables community-run facilities, activities, services including (but not restricted to): second-hand bookshop, Woodsy's Food Pantry, Lunch Club, room hire, arts & crafts, older person's clubs, volunteering, services to children's centres/libraries; adult/community learning, Portchester Gala, community events, information centre, photocopying & printing, public computer & Wi-Fi access

Classification

- **How:** Makes Grants To Individuals, Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, Disability, The Prevention Or Relief Of Poverty, Arts/culture/heritage/science, Amateur Sport, Environment/conservation/heritage, Economic/community Development/employment, Recreation, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- Hampshire
- Portsmouth City

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£98,986	£131,045	-	-
2023-12-31	£176,332	£184,419	-	-
2022-12-31	£209,395	£200,140	-	-
2021-12-31	£202,249	£207,144	-	-
2020-12-31	£185,607	£141,484	-	-

Trustees

Name	Role	Appointed
Adrian Walter		2023-08-08
Carole Bailey		2023-08-07
Joanne Debra Lowrey		2022-07-27
Karen Trinder		2025-12-17
Margaret Gillmore		2019-02-19
Natalie Scanlon		2025-10-08
Nicholas Hall		2013-09-06
PAMELA WAYMAN		2014-08-26

PORTCHESTER & DISTRICT COMMUNITY ASSOCIATION CIO

England & Wales - Charity number 1154548

Accounts



Portchester & District Community Association CIO

Annual Report *Sept 2023 – Sept 2024*

Portchester Community Association CIO

2 New Parade, West Street, Portchester,
Fareham, Hampshire, PO16 9UY

Telephone: 023 9221 0048

Email: admin@portchesterca.org.uk

Website: www.portchesterca.org.uk

Charity Number: 1154548

Where volunteers make it happen

Governance and Workforce

Volunteers

The volunteers are what make PCA the welcoming Hub that it is. They are at the heart of everything we do and this year has been no different. All of our volunteers go above and beyond with the day to day support they provide customers, as well as the sections and events we hold throughout the year. We cannot ever thank them enough for their dedication and support.

Acknowledgments

During 2023/2024 PCA has worked with many voluntary, community and faith groups across Portchester, Fareham and beyond, along with officers and members of the local authorities who have all supported the association. Thank you also to our funders, donors and local traders who have contributed to PCA, and without their support the association would struggle to survive. Above all, huge thanks go to the local people of Portchester who have supported PCA in many ways in 2023/2024.

Trustees

- During 2023/2024, we have had a few changes within the Trustee board. Never the less the Trustees have a range of skills and knowledge that provides much needed diversity. Although a voluntary role, the Trustee's contribution is valued and they bring fresh ideas to take the Association forward.

Staff

This year Hollie was the Manager until early 2024 and has done a wonderful job. Laura is the Interim Manager while Hollie is away on Maternity Leave with the support of Sarah.

Portchester Community Association continues to strive to provide the best service and support to all members of the local community, whether it be in The Hub or across the many groups it holds throughout the year.

PCA Manager

The Hub

The Hub opened its doors early January to start off the new year. The shop was very busy and kept our volunteers on their toes with plenty to do. As we've had an increased amount of donations coming into the Hub, the volunteers have spent a lot of time scanning books via the Ziffit app on the iPad. Throughout 2023 from selling books, DVD's and CD's alone on the iPad, the Hub has made a total of £2701.24

The room hire has grown a huge amount over the past year. We have a number of regular hirers, that range from small community groups to larger organisations. We are really happy to be building relationships with the hire groups and love providing a lovely space at a reasonable price.

To say thank you to all our volunteers for their hard work throughout the year, we hosted a volunteers afternoon tea party. The volunteers enjoyed tea, coffee, sandwiches, scones and cakes. It was lovely to see such a great turnout and it was a great way to get everyone in the same room at once!

Throughout the year we welcomed lots of new faces to the Hub, without our fantastic group of volunteers, the shop and groups couldn't operate without you!

Laura Hall-Guy — Office Staff



PCA Craft Group

This year our projects were to knit blankets, bonnets and cardigans for new born baby's in QA to wear and keep them all warm and snug. We also knitted fire fighter teddy bears for the fire service to give out to children at their events throughout the year.

The Craft group was still going in October when we decided to join up with Art to become Art & Craft.

This year we sadly lost Joan Searle. Joan was a founder member of Craft Group in the old Community Centre. After we moved into the Hub Joan spent Monday mornings counting and banking money from the bookshop until covid and lock down began.

Joan organised so many fundraising events to raise money for The Hub, she raised so much money for the Hub in all the years she volunteered and was a huge part of PCA. All of the fundraising volunteers will remember Joans homemade sausage rolls, she would make them all the time. She was really great at looking after the volunteers and really cared for others and PCA.

Joan will be really missed at PCA.

Lunch Club

Both the Monday and Wednesday Lunch Club's have been well supported throughout 2024 and at times we have had to have a waiting list for people to be able to attend.

Thanks must go to our sterling volunteers Fran, Joanne, Trudy and Sue for Monday, Pam, June, Sue (another one), Suzanne and Mark for Wednesday and our locum volunteers, Sally, Margaret (from church) and some people on occasions from Right at Home care business, Emma and Madeline. If I have forgotten anyone then please accept my apologies and thank you.

It is exceedingly difficult to know how many are going to turn up as the week before we do ask if they are coming next time but that does not always work out. Either food is left over or if they do miss a week, then we really need them to confirm they are or are not back the next week, so we are not then short of food.

A number of people who came to lunch club for quite a while, either had to stop coming as they have moved into care outside of Portchester to sadly, passed away during 2024. We miss them all.

Moving into 2025, we will be looking at a Tuesday Lunch Club and also, I personally will be stopping Mondays and a replacement chef will be recruited from 1st April. I will then take on the Tuesday start up group.

If you know of anyone who you think may benefit from coming to a lunch club for company and who at present are finding themselves in isolation, then please do try and persuade them to join up at the Hub, we would be pleased to see them.

Adrian Walter

Primetime

Well, what a busy year it was again!! As always, we had a packed schedule of activities, parties, trips and guest speakers.

We started the year with our usual Welcome Back Quiz Afternoon. Our quizzes are always done in teams so no one feels overwhelmed and we always have fun with them. Winning team get to delve into the sweet tub for a chocolate treat so no huge prizes at stake!

January's sessions ended with a Bring & Buy sale of books and jigsaw puzzles followed by a few rounds of Bingo.

As a Valentines Day treat, as our session fell on 14th February, we watched a slide show of all our wedding photos. Members had brought in their beautiful photos and we'd made them into a presentation – a lovely, romantic trip down memory lane.

We also had photos of ourselves as younger people and were surprised how little some of us had changed.

Every year we have an active Games Afternoon and encourage everyone to get up and have a go on the simple games.



In April we held a Casino Afternoon with some extremely simplified versions of Craps, Poker, Black Jack and Roulette – all played for plastic chips so no real gambling but a lot of confusion and hilarity!!



Primetime

This year we had two outings. The summer trip was to Mottisfont Hall to see the Rose Gardens. Sadly, it wasn't the success we'd hoped for as it was extremely hot, very busy with long queues, even to get a cuppa, and the pathways were totally unsuitable for wheelchairs and walkers despite the description online. It did show that we need to look for outings that don't involve too much walking now.

With this in mind, our winter trip was to the Old Petworth Railway Station which has been made into a tea room and we had the most delicious afternoon tea. We were greeted by a roaring log fire and there was lots of memorabilia about the station in the very tastefully renovated waiting room. Everyone agreed it had been one of our best trips ever.



We have had a variety of guest speakers giving talks on "Bats" (for our Halloween session) by Lena from the Hampshire Bat Group, "Birds of Our Coastline" by Bird Aware Solent, "Stories from the Museum", about Emsworth Museum by Trevor Davis, "Blood Sweat & Fears on the Frontline" from Major Angela Burrow about her army career and "Alaska" by Terri Robinson.

We were very lucky to have 2 talks given by our own members and volunteers; "Quilting" by Margaret Gillmore and Mary Amos was fascinating. Their work is incredible:



Primetime

Hazel Flahey had been on an amazing adventure to Japan so she shared her photos and stories with the group too:



A dog handler from Hampshire Fire Dogs brought along two furry friends to demonstrate how they train and use the dogs. It was incredible and adorable!



Alison Ray came and helped everyone make a fondant sheep. I don't think the makers of Shaun the Sheep have anything to worry about!!



Primetime

Every year we have our own Village Fete but just for members. We have some help from some friends who run the stalls, some of whom are youngsters who love to visit Primetime. There's always a very popular tombola with prizes often donated by members of Portchester Community Choir and everyone goes home with something nice.



The choir come to visit once or twice a year and this year we had a Singalong of some good old favourites from the Musicals in the summer as well Carols with the choir at our Christmas party.



PORTCHESTER PÉTANQUE CLUB – 2025 ANNUAL REPORT TO PORTCHESTER COMMUNITY ASSOCIATION

The club continues to play an active role within the Portchester Community.

The club has a dedicated and enthusiastic committee which consists of Chairman, Secretary, Treasurer and 5 other co-opted members.

We currently have a membership of 77 Adults and 4 Juniors. The club holds regular playing and coaching sessions at our 'home' which is situated adjacent to the Portchester bowls club and next to the Portchester Community Centre car park. Playing sessions are held on a Monday, Wednesday and Sunday. Training sessions are held on Sunday mornings and Tuesday evenings.

We have held various competitions throughout the year and have regularly hosted visitors from other clubs and organisations. This year so far, we have hosted the "Woodcarvers" and "Fareham Vannes Twinning Association (FVTA)"

These visits continue to put both our club and Portchester on the map.

The ethos of our club is that we are open to all and to have a friendly, approachable and amiable membership. New members are always welcome.

Chairman

Mark Cleave



 **PORTCHESTER PETANQUE CLUB** 

www.portchesterpetanqueclub.org

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Supported by **Portchester Chiropractic & Podiatry Clinic**
Phone: 023 9237 9447
www.portchesterchiropod.com

New Age Kurling

Portchester Community is an excellent venue allowing us to play all year round. As an indoor sport we are able to play whatever the weather and members appreciate this as playing is enjoyable plus it keeps our brains ticking .

Our numbers have reduced recently as a result of bad health and members having accidents and surgery but hopefully numbers will pick up again as members health improves

The group very much works as a team setting up the terrain and putting equipment away and enjoys a friendly and sociable time. We are competitive but friendly with a diversity of age and ability recently gaining a very pleasant disabled member in a wheelchair who enjoys every minute of play and is an excellent team player.

When we stop for refreshments the banter regarding winners/losers is very vocal. We hope to continue the friendly atmosphere we have created and hope to recruit more members to also enjoy what we have to offer which hopefully encourages a fun afternoon and the making of new friendships with like minded people along the way.

Fundraising

Joan Searle was a huge part of the fundraising committee. As she sadly passed away this year we spoke to Joans family and asked if we could do the Tombola at the Gala in Joans memory. They were very happy and provided a lovely photo of Joan that we displayed throughout the day and we talked to a lot of people about who Joan was and how much she supported PCA.

It was a sad day for all and Joan has been missed at all the events we have held this year.



In the Community

Portchester Remembrance Service

The annual remembrance service was held on Saturday 9th November and was attended by local groups, representatives from the Armed Services, Police and Fire Brigade along with Councillors, dignitaries and Fareham's MP Suella Braverman. PCA provides support to this event with marshalling of the precinct area and handing out programmes. TS Tenacity Band marched the parade through the precinct followed by Scout groups, brownies, guides and Service Veterans. Portchester Choir led the crowd with appropriate songs for the occasion.



MacMillan Coffee Morning

As is tradition PCA once again held a MacMillan Coffee Morning alongside its PCA fundraising event on Saturday 28th September. This year the coffee morning was presided over by our Volunteer Anne and her daughter Tara, who made some delicious cakes. It was a fantastic effort from those involved.

Christmas Lights

The Christmas light switch on event was held on Friday 29th November 2024. It was a nice evening and was cool but not too cold!

Laura & Sarah organised the event together this year. We re-ran the Christmas Card competition and had so many amazing entries! Esme, 7 was the winner and he turned on the lights. The other Christmas cards went to our lunch club members. Reverend Ian from St Mary's Church once again presided over the event and did an incredible job.

The Christmas Tree and light switch on event is funded by proceeds from the Raffle held at Portchester Gala in June. Thanks to all those who purchased tickets and contributed prizes.

This year we moved the arena so we had full view of the Christmas tree this proved a success. We have performances from, Castle Primary School, Abstract Performing Arts, Red Barn School, Cams Hill School, Jiggly Wrigglers also did a wonderful performance getting all the children in the crowd involved with their exciting routines!

There was a visit from Elf on The Shelf posed for lots of photos. Dotty Diner were a great provider of food and refreshments, a fun evening was had by all.

Huge thanks go to the volunteers for putting up the lights, and decorating the Christmas tree. Also, thank you to the numerous volunteers on the evening for handing out programmes, going around with collection buckets for next year's Christmas tree fund and marshalling the event so well.

Laura Hall-Guy—Admin



Portchester Gala

The Gala was a bit of a tricky one with a storm on the June date. This meant we had to postpone the event to August instead! The new date thankfully, was bright sunshine!

Once again, the Gala was very well attended with large crowds enjoying the traditional village atmosphere. Lee Matthews Junior funfair was back with lots of rides and all the fun of the fair, with something for everyone, big and small “kids” alike! The classic cars were in attendance and well loved. Academy of Modern



- Canine Behaviour hosted the fun dog show, with lots of entrants in classes such as best puppy, prettiest girl, best rescue and waggiest tail. It was great to see so many people come along with their dogs and enter the show.

- The arena was presided over by Carole Bailey who introduced TS Tenacity to open the event with their rousing band music. They marched all the way from the Cormorant pub and into the Gala arena in the Castle! Following on, we were treated to a performances from – Aziza Egyptian Dance with lots of amazing moves, Lyric Singing Crew with modern hits, En Point Twirl Team with pompom and batons, Jiggy Wrigglers brought all the children together, Nick Magic did another great magic show thoroughly engaging the children, and fit n funkey closed with a bright and colourful performance.

The day was a huge success and although it was postponed we had incredible attendance and raised lots of money for PCA.



Woodsy's Pantry

Woodsy's Pantry has continued to grow and thrive within the Hub.

We have received grant from Hampshire and smaller organisations such as Neighbourly & Coop to keep us going and support us in helping the community who need it.

Along with financial donations Woodsy's Pantry has also received many donations of ambient foods with a huge support from the local community. Slimming World collected and donated a huge amount of easter eggs and Christmas selection boxes. Our volunteers were able to distribute these to the members of the Pantry. We also received a very generous amount of food from local schools and churches during their harvest festivals. We can't thank them all enough for their hard work collecting and donating them to the Pantry. This is a huge help to both the Pantry and the local community.

This year the pantry has been supported again by Citizen Advice Fareham. Alongside helping the local residents of Portchester with a free advice bureau in the Library, they also provided free winter warmer packs and electric blankets to try help pantry members keep warm at home during a difficult time of increasing electricity and gas costs. Community first also very kindly provided winter warmer packs and Fareham library provided meal vouchers to be used in their café. We really appreciate the additional support from local organisations.

Bill and Barbara Wright residents of Portchester once again decorated the outside of their house with thousands of Christmas lights and collected money for Woodsy's Pantry. The weather was kinder to us all this year, they managed to put up all their decorations. We can't thank them enough for their hard work and dedication to the local community and the Pantry. They managed to raise a huge £2181.77 for the Pantry. Thank you very much to Bill, Barbara and their hard working team!!

It is brilliant that many who have used the Community Pantry, have continued to support it once their circumstances have changed for the better and no longer need to use it themselves. On behalf of everyone connected to the Community Pantry, a huge thank you to everyone who has made such a difference in difficult times.

Laura Hall-Guy

PCA Manager

Treasurers Report 2023

This year's annual report is the first full year where the pre-school does not feature in the accounts.

PDCA Sections:

Petanque: This section actually has its own committee and Income & Expenditure account, so the only figure retained in the PDCA accounts is the end of year bank balance.

New Age Kurling obtained a small grant for replacing any equipment and general running of the group and remained steady throughout the year.

Craft Group arranged a number of craft sales which helped keep section funds in good order. Great thanks to Margaret and the much missed, late Joan Searle for all the hard work to make this group a success.

Art Group has been dormant during 2024. It is hoped 2025 will see it re-established with a new tutor in place at some point.

Lunch Club once again spent the majority of the year fully subscribed to on both Monday's and Wednesdays, resulting in a very healthy support towards running costs. There is a potential issue that may well have to be addressed in 2025 with people either not turning up and not informing the office or, having not been for several weeks, suddenly turn up, again without for-warning the office. This makes purchasing the correct amount of supplies very difficult and can lead to waste or worse (much worse), smaller portions as what has been bought has to be stretched that bit further.

Gala With the change in date due to weather, the Gala had a slight increase in spend with the reschedule but still managed to make around £2k towards the Hub finances.

Primetime continued to run hiring the Methodist Church hall and utilised some funds in order to have some trips out for the members. Our thanks to Bron and helpers.

Continued..

Treasurers Report 2023-2024 Continued

Christmas Event mainly is the cost of the Christmas Tree, bigger plans will be afoot for 2025 which hopefully will create some positive funds for the charity.

The more we are able to get our name out there showing what we are about, the more members we hope will join us and also more volunteers to assist with the Gala & Christmas events.

PCA Now with the Pre-School no longer active, the running of the PCA as a charity is actually costing more than it is getting in, that is why the sections are an extremely important part of the Charity as a whole. Looking to next year a new business plan will be prepared for 2026-2030 period whereby we aim to make clear the direction we are going and ways we can achieve stability financially, with the main objective to partner with some local organisation that we can help achieve their objective by donating funds.

Woodsy's Pantry (restricted funds) continues to be a much needed source of help for people who require financial assistance with their food shopping and actually ended the year with slightly more funds due to grants and donations, especially from Bill and Barabara's Christmas lights, Slimming World donations of food and seasonal items and many other kind donations from various sources.

2025

The general picture financially is steady as she goes with expected losses in the next 12 months which will diminish reserves but still leave us with a healthy amount so as not to get worried about. 2025 will be a busy year of adjustment and activities. The management and Trustees are constantly looking at ways to increase the revenue and save costs with regular reports and meetings.

Portchester and District Community Association CIO

Legal and administrative information

Portchester and District Community Association (Charity registration number 1154548) constitution dated November 2013 that requires the Association to be managed by a Board of Trustees who are appointed each year at the Annual General Meeting by a ballot of the members. Members are individuals of over 18 years of age who have paid the appropriate PCA subscription.

The Charity's managing Trustees during the period ended 31st December 2024 or appointed since are:

Pamela Wayman Hon Secretary

Nicolas Hall Treasurer

Other Trustees:

Margaret Gillmore (From 19 Feb 19)

● Joanne Lowery (From 27 Jul 22)

● Trudy Bishop (From 27 Jul 22)

● John MacEnri (From 01 Sept 23)

Fran MacEnri (From 10 Mar 23)

Carole Bailey (From 07 Aug 23)

Adrian Walter (From 08 Aug 23)

Jodie Downes (From April 24)

Senior Management

Hollie Ming

Laura Hall-Guy

Advisers:

Community First—Fareham

Local Authority Representatives

Cllr R.H Price—Hampshire County Council

Portchester and District Community Association CIO

Report of the Trustees

For the year ended 31 December 2024

Reference and Administrative Information

Charity Registration Number	1154548
Principal Address	2 New Parade 38 West Street Portchester Fareham Hampshire PO16 9UY
Trustees	Margaret Gilmore (Chair) John MacEmrie (until 30 May 2024) Nicolas Hall Pamela Wayman Joanne Lowrey Trudy Bishop Carole Bailey Fran MacEmrie Adrian Walter Jodie Downs (from 2 April 2024)
Senior Management	Laura Hall-Guy

Objects of the Charity

The objects of the Portchester and District Community Association are:

- to promote the benefit for the inhabitants of the area of benefit without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory 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 for the said inhabitants;
- to establish, or secure the establishment of, a community centre and/or other community premises, and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the objects;
- to promote such other charitable purposes as may from time to time be determined.

The charity is non-party in politics and non-sectarian in religion. The area of benefit is Portchester and the surrounding neighbourhoods.

The annual review which forms part of the Trustees Annual Report to the Charity Commission shows the activities that we have carried out throughout the year to achieve these objects.

Trustees Responsibilities in Relation to the Financial Statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and under United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which gives a true and fair view of the state of the affairs of the charity and the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination may differ from legislation in other jurisdictions.

Approved by the Board and signed on its behalf by:

Signed on Original

A Walter
Trustee and Treasurer

15 May 2025

Portchester and District Community Association CIO

Charity Registration Number 1154548

BALANCE SHEET

31-Dec-24

31-Dec-23

ASSETS

	Note	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL FUNDS	
<u>Fixed Assets</u>					
Property	9	£ 8,000	£ -	£ 8,000	£ 5,700
Total Fixed Assets		£ 8,000	£ -	£ 8,000	£ 5,700
<u>Current Assets</u>					
Stocks	10	£ 50	£ -	£ 50	£ 50
Debtors and Prepayments	11	£ 5,636	£ -	£ 5,636	£ -
Bank and Cash		£ 106,718	£ 65,995	£ 172,714	£ 211,974
Total Current Assets		<u>£ 112,404</u>	<u>£ 65,995</u>	<u>£ 178,400</u>	<u>£ 212,024</u>
 <u>LIABILITIES</u>					
<u>Current Liabilities</u>					
Creditors	12	£ 579	£ -	£ 579	£ 1,141
Total Current Liabilities		£ 579	£ -	£ 579	£ 1,141
Net Current Assets		£ 111,825	£ 65,995	£ 177,821	£ 210,883
Net Assets		<u>£ 119,825</u>	<u>£ 65,995</u>	<u>£ 185,821</u>	<u>£ 216,583</u>

For the year ended 2024 the company was entitled to exemption from audit under section 477(2) of the Companies Act 2006.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibility for:

- (i) Ensuring the company keeps accounting records which comply with Section 386 and
- (ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its profit and loss for the financial year in accordance with Section 393, and which otherwise comply with the requirements of the Companies Act relating to the accounts, so far as applicable to the Company.

Approved by the Board on

Signed on their behalf by

Signed on Original

A Walter
Trustee and Treasurer
15 May 2025

Portchester and District Community Association CIO

STATEMENT OF FINANCIAL ACTIVITIES

For year ended 31 Dec 24

Note

	<u>2024</u>			<u>2023</u>
Income from:	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	
	<u>Funds</u>	<u>Funds</u>		
Donations & Grants	£ 8,186	£ 19,389	£ 27,576	£ 111,199
Charitable Activities	£ 28,691	£ 7,977	£ 36,668	£ 28,745
Other Trading Activities	£ 33,511	£ 1,048	£ 34,559	£ 36,388
Interest	£ 183	£ -	£ 183	£ -
Total Income	2 £ 70,571	£ 28,414	£ 98,986	£ 176,332
Expenditure on				
Raising Funds	£ -	£ -	£ -	£ 3,281
Charitable Activities	£ 106,334	£ 24,712	£ 131,045	£ 181,137
Total Expenditure	3 £ 106,334	£ 24,712	£ 131,045	£ 184,419
Transfers	£ 11,261	£ (11,261)	£ -	£ -
Property Adjustment	£ 1,298	£ -	£ 1,298	£ -
Net Movement in Funds	£ (23,203)	£ (7,559)	£ (30,762)	£ (8,086)
Total Funds Brought Forward	£ 143,028	£ 73,554	£ 216,583	£ 224,669
Total Funds Carried Forward	<u>£ 119,825</u>	<u>£ 65,995</u>	<u>£ 185,821</u>	<u>£ 216,583</u>

Movement on all reserves and all recognised gains and losses are shown above.

All of the organisation's operations are classed as continuing.

Portchester and District Community Association CIO

Notes to the Accounts dated 31 December 2024

Note 1 - Accounting policies

a. Basis of Preparation

The financial statements are prepared under the historic cost convention (as modified by the revaluation of fixed asset investments) and in accordance with applicable accounting standards: Charities Acts and Charities Statement of Recommended Practice 2019.

b. Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are funds which are to be used in accordance with specific instructions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

c. Assets

Tangible fixed assets are stated at cost or valuation less depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost or valuation, less their residual value, over their expected useful lives on the following basis:

Fixtures and fittings	25% Reducing Balance
Equipment	25% Reducing Balance

d. Income

i) Donations are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the donation or grant and it is reasonably certain that it will be received and the value can be measured with sufficient reliability.

ii) Income from fund raising is reported gross in the SOFA.

iii) Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. Income from grants, including capital grants, is included in income when these are receivable except as follows:

a) when donors specify that grants given to the charity must be used in future accounting periods, the income is deferred until those periods

b) when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, it is deferred and not included in income until the preconditions for use have been met

When donors specify that grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in the income of restricted funds when receivable.

iv) Gifts in Kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in Kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in Kind for use by the charity are included in the SOFA as income when receivable. No amounts are included in the financial statements for services donated by volunteers but their value is described in the trustees' annual report.

v) Donated services and facilities are only recognised when sold, as it is impractical to measure the fair value of donated goods.

vi) No material items of deferred income has been included in the accounts.

e. Expenditure and Liabilities

- i) Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure and the amount can be measured with reasonable certainty.
- ii) All expenditure is accounted for on an accruals basis.
- iii) Support costs are allocated between governance and other support costs. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. Support costs include central functions and have been allocated to Sections and other projects on a basis consistent with the use of resources, in particular core staff time.

f. Changes to Accounting Policies and Previous Year Accounts

The Income and Expenditure Statements (Notes 2 and 3) are now shown as by activity rather than by fund. Previous Year figures have also been adjusted.

Note 2 - Income

<u>Donations</u>	<u>2024</u>			<u>2023</u>
	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total</u>	<u>All Funds</u>
Donation/Fundraising	£ 7,186	£ 4,340	£ 11,527	£ 12,192
Gift Aid	£ -	£ -	£ -	£ 912
Grants	£ 1,000	£ 15,049	£ 16,049	£ 98,094
	<u>£ 8,186</u>	<u>£ 19,389</u>	<u>£ 27,576</u>	<u>£ 111,199</u>
<u>Charitable Activities</u>				
Room Hire	£ 11,663	£ -	£ 11,663	£ 27,699
Memberships	£ 1,024	£ -	£ 1,024	£ 1,046
Subscriptions	£ 16,004	£ 7,977	£ 23,981	£ -
	<u>£ 28,691</u>	<u>£ 7,977</u>	<u>£ 36,668</u>	<u>£ 28,745</u>
<u>Other Trading Activities</u>				
Sale of Donated Books	£ 18,232	£ -	£ 18,232	£ 13,689
Other Sales	£ 1,072	£ 1,048	£ 2,120	£ 4,409
Rent of Flat	£ 8,400	£ -	£ 8,400	£ 7,900
Pitch Fees	£ 3,921	£ -	£ 3,921	£ -
Gala	£ -	£ -	£ -	£ 8,636
Misc	£ 1,886	£ -	£ 1,886	£ 1,754
	<u>£ 33,511</u>	<u>£ 1,048</u>	<u>£ 34,559</u>	<u>£ 36,388</u>
<u>Interest</u>	£ 183	£ -	£ 183	£ -
Total Income	<u>£ 70,571</u>	<u>£ 28,414</u>	<u>£ 98,986</u>	<u>£ 176,332</u>

Note 3 - Expenditure

<u>Charitable Activities</u>				
Rent	£ 23,000	£ -	£ 23,000	£ 22,857
General & Water Rates	£ 267	£ -	£ 267	£ 1,181
Electricity/Bldg Insurance	£ 4,362	£ 1,846	£ 6,208	£ 5,477
Equipment Hire	£ 3,093	£ -	£ 3,093	£ 743
Repairs & Renewals	£ 4,662	£ -	£ 4,662	£ 5,776
Cleaning	£ 4,964	£ -	£ 4,964	£ 2,807
Insurance	£ 1,919	£ -	£ 1,919	£ 815
Internet & Website	£ 487	£ -	£ 487	£ 426
Stationery, Printing & Post	£ 2,418	£ -	£ 2,418	£ 2,252
Subscriptions	£ 1,301	£ -	£ 1,301	£ 1,852
Telephone	£ 927	£ 83	£ 1,009	£ 190
Refreshments	£ 5,181	£ 17,188	£ 22,369	£ 716
Room Hire	£ 2,202	£ 3,360	£ 5,562	£ 4,761
Activity Tutors	£ 1,065	£ -	£ 1,065	£ -
Misc Purchases	£ 2,856	£ 271	£ 3,127	£ 40,535
Support				
Salaries	£ 39,998	£ 1,740	£ 41,738	£ 85,614
Bank Charges	£ 601	£ 9	£ 610	£ 669
Travel	£ 290	£ -	£ 290	£ 571
CRB Checks	£ -	£ -	£ -	£ 53
Advertising	£ 216	£ 162	£ 378	£ 254
Consultancy	£ 1,927	£ -	£ 1,927	£ 257
Account Examination	£ 330	£ -	£ 330	£ 310
Legal & Professional Fees	£ 1,437	£ -	£ 1,437	£ 311
Gifts	£ 164	£ 53	£ 217	£ 51
Depreciation	£ 2,667	£ -	£ 2,667	£ 2,971
	<u>£ 106,334</u>	<u>£ 24,712</u>	<u>£ 131,045</u>	<u>£ 181,448</u>
<u>Fundraising Costs</u>				
Gala	£ -	£ -	£ -	£ 3,281
Total Expenditure	<u>£ 106,334</u>	<u>£ 24,712</u>	<u>£ 131,045</u>	<u>£ 184,730</u>

Note 4 - Analysis of Expenditure on Charitable Activities

	Activities	Support Costs	Total 2024	Total 2023
Portchester Hub	£ 23,272	£ 43,538	£ 66,810	£ 66,653
Section Activities	£ 25,027	£ 20,793	£ 45,820	£ 8,307
Andy Pandy PreSchool Projects	£ -	£ -	£ -	£ 60,333
Woody's	£ 22,509	£ 1,964	£ 24,473	£ 36,301
	<u>£ 70,808</u>	<u>£ 66,295</u>	<u>£ 137,103</u>	<u>£ 181,137</u>

Note 5 - Paid Employees

	2024	2023
Salaries and Wages	£ 41,738	£ 84,622
Employers NI Contributions	£ -	£ -
Pensions*	£ 882	£ 993
	<u>£ 42,620</u>	<u>£ 85,614</u>

No employee received benefits of more than £60,000

The average number of employees during the years was 4 (2023 - 4)

*The charity operates a defined benefit contribution pension scheme.

Note 6 - Statement of Funds

	1 Jan 24	Income	Expenditure	Transfers	31 Dec 24
Designated Funds					
Family & Community Learning	£ 3,971	£ -	£ -	£ (3,971)	£ -
Outreach Projects	£ 1,591	£ 0	£ -		£ 1,591
Fundraising Activities	£ 5,324	£ 793	£ (1,117)		£ 5,000
Total	£ 10,886	£ 793	£ (1,117)	£ (3,971)	£ 6,591
Section Funds					
Art Group	£ 1,592	£ -	£ (392)		£ 1,200
Christmas Event	£ (437)	£ 1,101	£ (1,070)		£ (406)
Christmas parties		£ 280	£ (188)		£ 92
Gala	£ 13,738	£ 6,231	£ (9,969)		£ 10,000
Lunch Club	£ 23,202	£ 11,244	£ (24,396)		£ 10,050
New Age Kurling Club	£ 1,147	£ 2,683	£ (2,545)		£ 1,285
Craft Group	£ 493	£ 1,162	£ (504)		£ 1,150
Petanque Club	£ 5,499	£ 1,072	£ (2,343)		£ 4,228
Primetime	£ 1,760	£ 2,297	£ (3,057)		£ 1,000
Total	£ 46,994	£ 26,069	£ (44,464)	£ -	£ 28,599
General Funds	£ 85,149	£ 51,064	£ (66,810)	£ 15,232	£ 84,635
Total Unrestricted Funds	£ 143,029	£ 77,926	£ (112,391)	£ 11,261	£ 119,825
Restricted Funds					
Woodys Pantry	£ 65,418	£ 27,721	£ (24,473)	£ (7,723)	£ 60,942
Apprenticeship	£ 70	£ -	£ -	£ (70)	£ -
Garden	£ 201	£ 656	£ -		£ 857
Toy Library	£ 3,431	£ 38	£ -	£ (3,468)	£ -
Defibrillator	£ 167	£ -	£ (239)	£ 1,268	£ 1,196
Emergency Planning	£ 4,268	£ -	£ -	£ (1,268)	£ 3,000
Total Restricted Funds	£ 73,554	£ 28,414	£ (24,712)	£ (11,261)	£ 65,995
Total Funds	£ 216,583	£ 106,341	£ (137,103)	£ -	£ 185,821

Note 7 - Analysis of Net Assets Between Funds

	Unrestricted (incl Designated)	Restricted	Total Funds
Fixed Assets	£ 8,000	£ -	£ 8,000
Current Assets	£ 112,404	£ 65,995	£ 178,400
Current Liabilities	£ (579)	£ -	£ (579)
Total Net Assets	<u>£ 119,825</u>	<u>£ 65,995</u>	<u>£ 185,821</u>

Note 8 - Designated Funds and Section Funds

Christmas Event - A designated fund created to reflect PCA organising and meeting costs of the annual Christmas lights and tree for the local community.

Gala Fund - This fund has been created to contribute towards meeting the costs of the annual Portchester Gala.

Outreach Projects - This is a fund created in order to contribute to the costs and seed-funding of new outreach projects.

Woody's Pantry - This fund has been created to operate a Community Pantry within the Association to provide the local community with an affordable food source. Grants received are for specific purposes and are solely used for this purpose and hence this is a restricted fund, although donations are not restricted.

Section Funds:

A section is a specific interest, club or activity group operating under the auspices of PCA. All sections:

- are legally responsible and accountable to the PCA Board of Trustees
- are bound by the PCA constitution (a legal document)
- may appoint a representative to the PCA Board of Trustees
- may have their own committees and bank accounts as agreed by the Board
- cannot operate or independently negotiate with external bodies without Board approval
- may enjoy the full benefits of being part of PCA under its charitable status
- funds in Section bank accounts and Section equipment and resources are used for the purpose of Section activities but remain the legal property of PCA

Note 9 - Tangible Fixed Assets

	Fixtures & Fittings	Equipment	Total
At 1 Jan 24	£ 3,700	£ 2,000	£ 5,700
Adjustment	£ 1,060	£ 238	£ 1,298
Additions	£ -	£ 3,669	£ 3,669
Depreciation	<u>£ (1,620)</u>	<u>£ (1,046)</u>	<u>£ (2,667)</u>
At 31 Dec 24	<u>£ 3,139</u>	<u>£ 4,861</u>	<u>£ 8,000</u>

Note 10 - Stocks

Stock	£ 50
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Note 11 - Miscellaneous Debtors

Hall Hires	£ 960
Unity Finance/HMRC	£ 4,461
Positive Energy	£ 93
Scottish Water	£ 122
	<u>£ 5,636</u>

Note 12 - Accruals and Creditors

Cathedral Leasing	£ 47
IONOS Cloud	£ 25
Premier Managed	£ 123
Portchester Community	£ 215
Suez Recycling	£ 169
	<u>£ 579</u>

Note 13 - Other Information

- a. The fund does not have any material commitments not provided for in the accounts.
- b. The fund has not given any guarantees to any third party that could be called on at the year end.
- c. The fund has not granted any loans.
- d. The fund did not make any ex gratia payments during the year.

Declarations

- a. The Trustees have not changed the year end date nor the length of the fund's financial year.
- b. All the fund's operations are continuing operations and no operations have been discontinued.
- c. No funds are in deficit.
- d. The fund has no marketable intangible assets.
- e. None of the funds functional assets have been revalued during the year and the fund does not have a policy of revaluation of these assets.
- f. The fund has no material fixed assets which have not been capitalised and included in the Balance Sheet.
- g. None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity. There have been no transactions with trustees or related parties.
- h. The company has no liability for corporation tax as it is a Charitable Incorporated Organisation (CIO).
- i. The charity is controlled by the trustees.

Independent Examiner's Report to the Trustees of the Portchester and District Community Association CIO

I report on the accounts of the Charity for the year ended 31 December 2024.

Respective responsibilities of trustees and examiner

As the charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination; I confirm that 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 the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than in any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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

Signed on Original

P A Nicholls MBE MAAT
5 Nursery Road
Havant
Hants PO9 3BG

15 May 2025

PORTCHESTER & DISTRICT COMMUNITY ASSOCIATION CIO

England & Wales - Charity number 1154548

Accounts



Portchester & District Community Association CIO

Annual Report 2023

Portchester Community Association CIO

2 New Parade, West Street, Portchester,
Fareham, Hampshire, PO16 9UY

Telephone: 023 9221 0048

Email: admin@portchesterca.org.uk

Website: www.portchesterca.org.uk

Charity Number: 1154548

Where volunteers make it happen

Governance and Workforce

Volunteers

The volunteers are what make PCA the welcoming Hub that it is. They are at the heart of everything we do and this year has been no different. All of our volunteers go above and beyond with the day to day support they provide customers, as well as the sections and events we hold throughout the year. We cannot ever thank them enough for their dedication and support.

Acknowledgments

During 2023 PCA has worked with many voluntary, community and faith groups across Portchester, Fareham and beyond, along with officers and members of the local authorities who have all supported the association. Thank you also to our funders, donors and local traders who have contributed to PCA, and without their support the association would struggle to survive. Above all, huge thanks go to the local people of Portchester who have supported PCA in many ways in 2023.

Trustees

During 2023, PCA has sadly said goodbye to a couple of Trustees. But we have welcomed a new trustee, the board have bonded and created a strong team working well together. All the Trustees have a range of skills and knowledge that provides much needed diversity. Although a voluntary role, the trustee's contribution is valued and they bring fresh ideas to take the Association forward.

Staff

This year Hollie became the Manager and has done a wonderful job. Laura joined as Administration Assistant to support Hollie. We also welcomed Sarah to support Laura in preparation for Hollie to go on Maternity Leave in early 2024.

Portchester Community Association continues to strive to provide the best service and support to all members of the local community, whether it be in The Hub or across the many groups it holds throughout the year.

PCA Manager

Report from the Board of Trustees'

Annual review for Portchester and District Community Association CIO

Thankfully Portchester Community Association started off the New Year very well. With all of the staff and volunteers returning after a lovely Christmas break.

The book shop was really busy and we received lots of generous donations from members of the community. We were open and as busy as ever selling books, DVD's, CD's and Puzzles. Sales on eBay have been steady, we even managed to sell an old karaoke machine! Every penny helps. We have been using Ziffit lots in the shop to help with stock rotation and keep the books on the shelves fresh. This has meant that we have made additional money from sending books off for resale.

This year marked the start of hiring the event space at the rear of The Hub. We provide a large and small room for community events and local groups to hire at an affordable rate. Which has proved popular and is helping us build even stronger relationships within the community and support even more people.

Our fantastic team of volunteers have continued to be dedicated and loyal to The Hub. The various sections continue to thrive, lunch club is full to capacity with a waiting list!

The other groups are also doing really well and are all generating money for the Charity.

The Trustees have built a strong team, that work well together and all have the best interests of The Hub at heart, lots of changes have been made and have had a positive effect.

Throughout the year we have received various grants to support the Pantry and the PCA sections we also held our usual events throughout the year including the Christmas Lights and Portchester Gala. We also supported the Remembrance Service held in the Precinct in November.

The Gala and the Christmas lights switch on event were a huge success. Many people attended the events and we had positive feedback from everyone— we are looking to make them even bigger and better in the coming year! Local schools and groups performed at all events which always shows a great community spirit. Overall a positive year for us The Hub.

Carole Bailey— Trustee

The Hub

The Hub opened its doors early January to start off the new year. The shop was very busy and kept our volunteers on their toes with plenty to do. As we've had an increased amount of donations coming into the Hub, the volunteers have spent a lot of time scanning books via the Zifit app on the iPad. Throughout 2023 from selling books, DVD's and CD's alone on the iPad, the Hub has made a total of £1,159.97!

The Hub was very sorry to see Andy Pandy Preschool close at the end of July however this meant that we could use both rooms for other things.

Our team of Trustees and volunteers spent hours in the Hub at the weekends clearing, cleaning, painting and making sure both rooms were ready to be hired out. Thank you to everyone who helped, this was not an easy job!

Due to having two fantastic open rooms, The Hub was able to start hiring out the facilities once again. We welcomed Carole from

Slimming World along with other local groups and also PCA's own Craft Group. Along with the inside of the building, the outside of the Hub had a well overdue makeover. We were able to replace all the old signage at both the front and back of the building. From the photos you can see how good the Hub looks with a fresh new design!

Along with the staff of Andy Preschool leaving, it was with great sadness that Cheryl Coleman resigned from her long-term manager role. Everyone in the Hub will miss Cheryl and we can thank her enough for all her hard work. Although some staff members left during this year, we welcomed volunteer Matthew Fluellen into the office as a staff member, he works each Wednesday to cover all the accounts and Laura Hall-Guy as Admin. Both Matthew and Laura are doing a great job and we hope they enjoy their time here in the Hub.

To say thank you to all our volunteers for their hard work throughout the year, we hosted a volunteers afternoon tea party. The volunteers enjoyed tea, coffee, sandwiches, scones and cakes. It was lovely to see such a great turnout and it was a great way to get everyone in the same room at once!

Throughout the year we welcomed lots of new faces to the Hub, without our fantastic group of volunteers, the shop and groups couldn't operate without you!

Hollie Ming— Office Staff

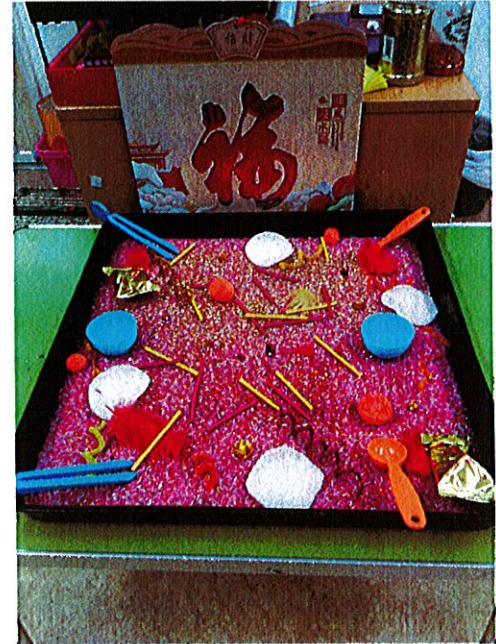




Andy Pandy Preschool

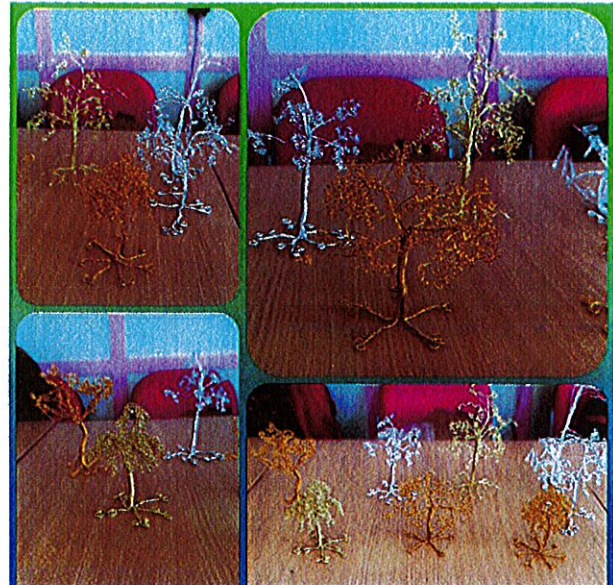
After the new year, Andy Pandy Preschool welcomed all the children back after a lovely Christmas break. They started off the year by exploring a newly donated kitchen, building and lots of physical activities in their outside area. They baked banana bread, made yummy banana smoothies and learned all about Winter. All the children enjoyed learning about all the key dates throughout the year. They explored candy floss scented playdough, potions and baking for Valentines Day, Chinese food and paintings for the Chinese New Year, reading different books for World Book Day and lots of other very important key dates throughout the year. Each week a different child was selected as Superstar of the week, this was a great idea and helped motivate the children to keep going and be positive.

Unfortunately, the decision was made to close Andy Pandy Preschool in July. Before this, the children got to enjoy a very well deserved final leaving party with staff, children, parents and performances from Jiggy Wrigglers and also a magician. We can't thank all the Andy Pandy Preschool staff members enough, they have done a tremendous job with all the children throughout the many years. We would like to wish them all the best for the future!



PCA Craft Group

The Craft group started the year in the Church, a small group but a very active one, we had a go at wine work, making trees and flower arranging. We also made teddy bears using sugar craft.



- In October we moved into the Hub and formed a new group of Art & Craft, looking for an art teacher increasing new members from arty & crafty Portchester.

- We ended the year making small Portchester Fireman Bears with 22, which is the Portchester Fire Station number, these were given to local children by the Fireman at Christmas.



Lunch Club

Since last year the Lunch Club on both Mondays and Wednesdays has at times been fully subscribed with a waiting list for “wannabe” diners. This is especially encouraging, as Mondays was a slow starter but eventually became full.

We can take up to 28 people, so the register for each day has a maximum of 30 names, as it is unlikely everyone will turn up each time.

Unfortunately, we have had a number of people who are no longer able to come due to issues with getting to the lunch club or having moved away or into accommodation where meals are provided.

Also, sadly there are others who have passed away during the year, they may not be with us in body each week, but they are all still fondly remembered and missed.

Lunch Club benefits the elder community with, for many, the only time they get out and see other people and making new friends.

A massive thank you to all the regular team of volunteers, without whom it could not run and to those who step up to cover for holidays and other absences. Right at Home Carers have occasionally volunteered to help, hopefully this will continue especially at Christmas lunch sessions which are busy due to the extent of the serving of the various ingredients.

I am assisting Right at Home by cooking their annual Christmas dinner at the Methodist this year in late November.

To clarify, at the present time, in case this is ever questioned, due to sharing a kitchen with the Methodist Church, Lunch Club will not be open to anyone with a severe allergy to certain ingredients, as avoidance of cross contamination cannot be guaranteed.

Currently the Hygiene Rating remains at the top mark of five. Obviously, it is the aim to keep this rating when we are next inspected by the Environmental Health Agency.

Financially Lunch Club currently supports itself and any grants obtained are needed to pay for new equipment such as cooking trays, pots and pans and crockery. A couple of us are a little clumsier than others as we have a smashing time.

Adrian Walter

Primetime



Fun with Lego February 2023

Primetime has been extremely busy this year with our widest variety of activities so far.

We've had a couple of quiz sessions and some bingo but we've focussed on doing things we might not do elsewhere.

We had a really fun afternoon making imaginative models from Lego and we got crafty with Alison Ray, who taught us how to make cute teddy bears from fondant – we could eat them too!!

We've had some wonderful talks on a variety of subjects from Margaret Gillmore's career in Setting Up Charity Shops to Portchester During WWII by Derek Pearce, and Jeanette Battersby-Wilcox's Life as a Miliner.

We celebrated the Coronation of King Charles III in May with a fabulous afternoon tea with all the trimmings, patriotic music and flag waving.

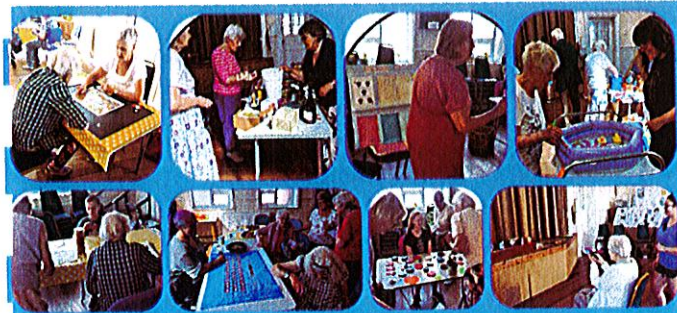
Our summer trip took us up to Milestone's Museum for a wander down memory lane, and in November we did some Christmas shopping and lunch at the Alver Valley Garden Centre in Gosport.

Ably assisted by some volunteers and family members, we held a casino



Coronation Party

afternoon (with pretend money, of course) and we celebrated our second Annual Village Fete with lots of stalls and prizes to be won.



Village Fete 2023

As always, music played a big part

The Cool Hand Ukes entertained us at our Easter Party with their ukuleles.



Doorstep Entertainment visited us again and delighted everyone with some good oldies at our birthday party, which also happened to be Jesse Pinok's 90th birthday!

Portchester Community Choir lead us all in a rousing singalong in the summer and helped us round off the year with carols at our Christmas party,

All in all, another successful, fun year for Primetime with lots of laughter.

YMCA with the choir



Carols at the Christmas party



Portchester Petanque Club

PORTCHESTER PÉTANQUE CLUB – 2024 ANNUAL REPORT TO PORTCHESTER COMMUNITY ASSOCIATION

The club continues to play an active role within the Portchester Community.

The club has a dedicated and enthusiastic committee which consists of Chairman, Secretary, Treasurer and 7 other co-opted members.

We currently have a membership of 67 Adults and 4 Juniors. The club holds regular playing and coaching sessions at our 'home' which is situated adjacent to the Portchester bowls club and next to the Portchester Community Centre car park. Playing sessions are held on a Monday, Wednesday and Sunday. Training sessions are held on Sunday mornings and Tuesday evenings.

We have held various competitions throughout the year and have regularly hosted visitors from other clubs and organisations. A new organisation to visit our club was the Fareham Vannes Twinning Association (FVTA), and they have asked to visit again next year as they enjoyed it so much.

These visits continue to put both our club and Portchester on the map.

The ethos of our club is that we are open to all and to have a friendly, approachable and amiable membership. New members are always welcome.

Mark Cleave

Chairman



 **PORTCHESTER PÉTANQUE CLUB** 

www.portchesterpetanqueclub.org

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New Age Kurling

We play in Portchester Community Centre every Thursday afternoon from 2-4pm. The group enjoys New Age Kurling, an activity which is played indoors all year round- even in depth of winter!

The group very much works as a team setting up the terrain, making the tea and putting equipment away at the end of the session.

The group is incredibly friendly, sociable and we always welcome new members to join us. We play competitive yet sociable games in a relaxed atmosphere and there is a lovely diversity of age groups and abilities.

The group enjoys the social scene when we stop for refreshments. There is always banter regarding winners, losers with friendly discussions of ability versus skill.

We hope to continue the friendly atmosphere we have created in our group, the sport requires very little skill so is open to all and there is lots of opportunity to make friends with like minded people along the way.

Hazel Flahey—Group Leader

Fundraising

Joan Searle and Margaret Gillmore, with the help of the volunteers held a total of 7 sales at The Hub these were all held on Saturday mornings. A range of sales were carried out including bric-a-brac, plants and craft materials. The sales made a huge combined total of £769.43.

In June they also ran a Tombola stall at Portchester Gala which was, as always, very successful and raised £210.50. It is always eagerly anticipated by the Gala attendees.

A 1940's themed afternoon tea with cakes made using war item recipes was also held and this was very successful and enjoyed by many people, it was a lovely social occasion.

Finally, the year ended with a Christmas Sale that made £384.90 and was a lovely way to finish off a hugely successful fundraising year.

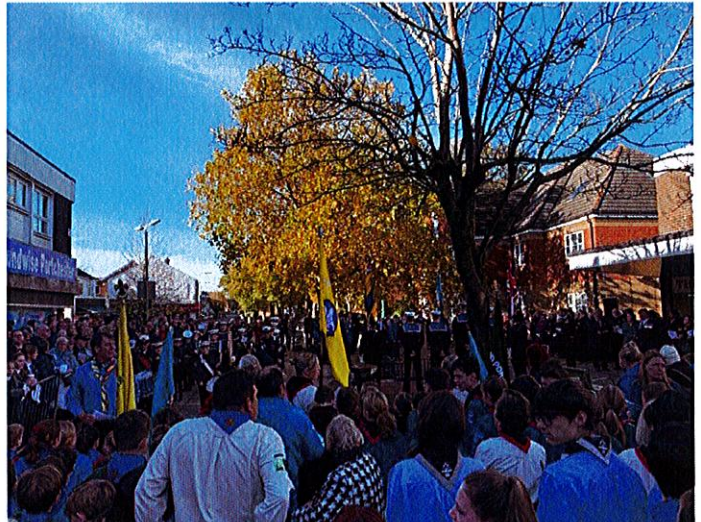
The total from all the fundraising done by Joan & Margaret was £1364.83. A huge well done and thank you to them both for all of their hard work and organisation.

Margaret Gillmore

In the Community

Portchester Remembrance Service

The annual remembrance service was held on Saturday 11th November and was attended by local groups, representatives from the Armed Services, Police and Fire Brigade along with Councillors, dignitaries and Fareham's MP Suella Braverman. PCA provides support to this event with marshalling of the precinct area and handing out programmes. TS Tenacity Band marched the parade through the precinct followed by Scout groups, brownies, guides and Service Veterans. Portchester Choir led the crowd with appropriate songs for the occasion. Thank you to Jane and Iain from the Flower Studio for providing the poppy wreath for PCA to lay at the memorial.



MacMillan Coffee Morning

As is tradition PCA once again held a MacMillan Coffee Morning alongside its PCA fundraising event on Saturday 2nd December. This year the coffee morning was presided over by our Volunteer Anne and her daughter Tara, who made some delicious cakes. The sum of £142 was raised for MacMillan which was a fantastic effort from those involved.

Christmas Lights

The Christmas light switch on event was held on Friday 1st December 2023. It was a nice evening and was cool but not too cold!

Hollie and Laura organised the event together this year. We re-ran the Christmas Card competition and had so many amazing entries! Ethan, 8 was the winner and he turned on the lights. The other Christmas cards went to our lunch club members. Reverend Ian from St Mary's Church once again presided over the event and did an incredible job.

The Christmas Tree and light switch on event is funded by proceeds from the Raffle held at Portchester Gala in June. Thanks to all those who purchased tickets and contributed prizes.

Trinity Ensemble "kicked off" the event by playing Christmas music to the waiting crowd, with Christmas carols performed by Castle Primary School, Portchester Community Choir, Abstract Dance & Performing Arts and Red Barn School. Jiggly Wrigglers also did a wonderful performance getting all the children in the crowd involved with their exciting routines!

There was a visit from "Santa" who handed out sweets during the evening and posed for photos, he was ably helped by a visit from an Elf. With food stalls providing refreshments, a fun evening was had by all.

Huge thanks go to the volunteers for putting up the lights, and decorating the Christmas tree. Also, thank you to the numerous volunteers on the evening for handing out programmes, going around with collection buckets for next year's Christmas tree fund and marshalling the event so well.

Laura Hall-Guy—Admin



Portchester Gala

The Gala as always, was held on the third Saturday in June. This year on 17th June. The weather was bright, cloudy but thankfully the rain decided to stay away for the day.

Once again, the Gala was very well attended with large crowds enjoying the traditional village atmosphere. Lee Matthews funfair was back with lots of rides and all the fun of the fair, with something for everyone, big and small “kids” alike! The classic cars were in attendance in even greater numbers than previous years. Tiggy’s Place Portchester hosted the fun dog show, with lots of entrants in classes such as best puppy, prettiest girl, best rescue and waggiest tail. It was great to see so many people come along with their dogs and enter the show.



The arena was presided over by Steven Lawrence, who introduced TS Tenacity to open the event with their rousing band music. They marched all the way from the Cormorant pub and into the Gala arena in the Castle! Following on, we were treated to a performance from – Nick Magic who did two shows during the day, and delighted the crowds, young and old with his unique brand of magic. Abstract Dance & Performing Arts followed on providing a theatrical dance performance followed by Sing Now Choir and Everyone Active Fareham - School of Gymnastics. Coming to the end we had a Fire Investigation search dog demonstration and finally to close the arena was a fun and active dance routine from Fit N Funky who as always performed with such energy.



Portchester Gala Continued

We had a fantastic turnout this year with over 60 stalls. All stall holders were able to showcase exactly what they do in the local community. We also had around 30 craft tables and had to provide an additional tent to accommodate. It's great to see such a huge turnout to a local event!

The raffle was hugely successful again, selling a huge amount of raffle tickets and making a total of £950. First prize of £250 was donated by Castle Estate Agents, 2nd prize a luxury hamper and 3rd prize £100 donated by Portchester Choir with many more prizes donated by local traders. The proceeds of the Gala raffle fund the Christmas Tree and light switch on event in Portchester precinct.

Special thanks to 3rd Portchester Scouts who put up plenty of tents, gazebos and marquees and provide much needed refreshments to PCA staff and volunteers. As with every year, huge thanks must go to the many volunteers who give up their time on the day, marshalling, car park attending (a thankless task!) litter picking and lots of very unglamorous duties to make the Gala an annual success!



Woodsy's Pantry

Following on from a very successful previous year, Woodsy's Pantry opened its doors in 2023 to help support the local community with an extremely dedicated team of volunteers led by Julie Sexton. We were delighted to find out that Woodsy's Pantry had been awarded a grant from the Kenwood Community fund, administered by the Hampshire and Isle of Wight Community Foundation. The grant allowed us to maintain the operation of this much needed service and helped towards the cost of electricity bills, purchasing food, advertising, etc. The Pantry also partnered up with The Co-operative to become part of the Coopuk Local Community Fund. Community members who shopped in the Co-Op could select the Pantry as their local cause and a percentage of the money they spent was donated Woodsy's Pantry. The Pantry also received an amazing funding opportunity from Hampshire County Council, Connect 4 Communities of £22.5k. This grant allows us to continue to provide for the local community and will help towards the costs of food, utilities etc for a 12 month period.

Along with financial donations Woodsy's Pantry has also received many donations of ambient foods with a huge support from the local community. A G Stapleford & Sons collected and donated a huge amount of easter eggs. Our volunteers were able to distribute these to the members of the Pantry. We also received a very generous amount of food from local schools and churches during their harvest festivals. We can't thank them all enough for their hard work collecting and donating them to the Pantry. This is a huge help to both the Pantry and the local community.

Unfortunately towards the end of the year Julie Sexton made the decision to step back from the Pantry and hand it over to the Hub. We can't thank Julie enough for all her hard work starting the Pantry from scratch and bringing it along to the Portchester Hub. Julie and her team of volunteers have been able to help hundreds of people in the local community. We hope to be able to continue running the pantry to as high a standard as Julie did throughout the years. We wish Julie all the best and will sadly miss her.

This year the pantry has been supported again by Citizen Advice Fareham. Alongside helping the local residents of Portchester with a free advice bureau in the Library, they also provided free winter warmer packs and electric blankets to try help pantry members keep warm at home during a difficult time of increasing electricity and gas costs. Community first also very kindly provided winter warmer packs and Fareham library provided meal vouchers to be used in their café. We really appreciate the additional support from local organisations.

Bill and Barbara Wright residents of Portchester once again decorated the outside of their house with thousands of Christmas lights and collected money for Woodsy's Pantry. Although the weather was a big let down this year, they still managed to put up all their decorations multiple times due to the strong winds knocking everything down. We can't thank them enough for their hard work and dedication to the local community and the Pantry. They managed to raise a huge £2450 for the Pantry, which makes it a huge total of £11, 462 over the past 4 years. Thank you very much to Bill, Barbara and their hard working team!!

It is brilliant that many who have used the Community Pantry, have continued to support it once their circumstances have changed for the better and no longer need to use it themselves. On behalf of everyone connected to the Community Pantry, a huge thank you to everyone who has made such a difference in difficult times.

Hollie Ming — PCA Manager

Treasurers Report 2023

Introduction

This has been an interesting year due to a series of unusual events. These will be dealt with in more detail later, but substantial changes revolve around the closure of the preschool group and effects of “Woodsy’s Pantry” on the general running of the Hub and its organisation.

Reserves Policy

During this year, very little use has been evident as our main concentration has been on the general running of the Hub, and the Pantry. Our Reserve Policies still stay at 2022 levels and have made very little impact on our overall Finance.

At present, no additional projects involving reserves will be taken on board.

Summary.

To be explained later, it will be seen that several important events have affected our Total Funds of £216.5, a fall of £8.0K.

Income.

Section Activities. All groups maintained a stable balance but overall the total was affected by the closure of the Andy Pandy group at the end of July. The remaining AP funds at this time were transferred into the Pantry Account to keep under review.

This meant a fall of **£87.5K overall, from £105.3K down to £19.7K.**

Income from AP was still falling at the end of July which supported the decision to close it down.

As mentioned all remaining groups performed well, maintaining a steady income which supported running costs successfully.

The **Art Group and Family Learning** have ceased to run but money to the tune of **£5.5K** is still in place.

Other sources of income continue such as Rent of Flat at £7.5K. as well as additional Grants to assist in running the Pantry.

Designated Funds. These include the **Xmas Tree, Gala and the Lunch Club**, all of had a successful 2023, with Income increasing and their overall funds increasing by **£5.5K.**

Continued..

Treasurers Report 2023 Continued

Restricted Funds.

The only Subheads still being used over 2023 are the Pantry and **Defibrillator Maintenance**.

Initially **Woodsy's Pantry** benefited from the increase in funds from which an amount has been used in supporting the Hub with wages and running costs. The Pantry had a total fund at Year End of £65.4K.

All other funds in this group are presently under review and being considered for transfer into General Running Costs.

Total Income. (2023) **£176.5K.**

Expenditure.

As previously mentioned, this has been an odd year with the winding up of the Pre School and an increase in activity in the Pantry, both of which affect our report substantially!

However, this has amounted to a drop in expenditure of **£16.5K**.

Total Expenditure. (2023) **£184.5K.**

BALANCE; $(£224.5K + 176.5K) - 184.5K =$ **£216.5K at Dec. 2023.**

The figures give the indication that actions taken during this year have been partially effective but early figures for 2024 show adjustments' need to be made in our accounting policies.

Almost certainly it was the correct decision to close the Pre School but the long-term effect of running the Pantry as an alternative needs to be reviewed on a regular basis.

The Pantry, as it is, is almost self-sufficient, but only because it is not being charged for residence or use of facilities to help PCA. Future Grants must allow the Hub to have suitable access to some of those funds!

A major step forward has been made by updating our facilities to allow the use of ex Andy Pandy rooms for regular replacement activities such as Slimming World and new users slowly increasing.

Almost certainly, we are establishing a much better relationship with the local community which is the major reason for our existence.

Finally, I would like to acknowledge the effort being put in by Staff, Volunteers and Board members in establishing our place in our community.

Nick Hall. PCA Treasurer.

Portchester and District Community Association CIO

Legal and administrative information

Portchester and District Community Association (Charity registration number 1154548) constitution dated November 2013 that requires the Association to be managed by a Board of Trustees who are appointed each year at the Annual General Meeting by a ballot of the members. Members are individuals of over 18 years of age who have paid the appropriate PCA subscription.

The Charity's managing Trustees during the period ended 31st December 2023 or appointed since are:

David Johnson	Interim Chair
Pamela Wayman	Hon Secretary
Nicolas Hall	Treasurer

Other Trustees:

Margaret Gillmore	(From 19 Feb 19)
Joanne Lowery	(From 27 Jul 22)
David Johnson	(From 14th Oct 22)
Teresa Lupton	(From 27 Jul 22)
Trudy Bishop	(From 27 Jul 22)
John MacEnri	(From 01 Sept 23)
Fran MacEnri	(From 10 Mar 23)
Carole Bailey	(From 07 Aug 23)
Adrian Walter	(From 08 Aug 23)

Senior Management

Hollie Ming

Advisers:

Community First—Fareham

Local Authority Representatives

Cllr R.H Price—Hampshire County Council

Portchester and District Community Association CIO

Report of the Trustees

For the year ended 31 December 2023

Reference and Administrative Information

Charity Registration Number	1154548
Principal Address	2 New Parade 38 West Street Portchester Fareham Hampshire PO16 9UY
Trustees	John MacEmrie (Chair) Nicolas Hall Pamela Wayman Margaret Gilmore Joanne Lowrey David Johnson Trudy Bishop Carole Bailey (from Oct 23) Fran MacEmrie (from Oct 23) Adrian Walters (from Oct 23)
Senior Management	Laura Hall-Guy

Objects of the Charity

The objects of the Portchester and District Community Association are:

- to promote the benefit for the inhabitants of the area of benefit without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory 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 for the said inhabitants;
- to establish, or secure the establishment of, a community centre and/or other community premises, and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the objects;
- to promote such other charitable purposes as may from time to time be determined.

The charity is non-party in politics and non-sectarian in religion. The area of benefit is Portchester and the surrounding neighbourhoods.

The annual review which forms part of the Trustees Annual Report to the Charity Commission shows the activities that we have carried out throughout the year to achieve these objects.

Trustees Responsibilities in Relation to the Financial Statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and under United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which gives a true and fair view of the state of the affairs of the charity and the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination may differ from legislation in other jurisdictions.

Approved by the Board and signed on its behalf by:

Signed on Original

N Hall
Trustee and Treasurer

15 May 2024

Portchester and District Community Association CIO

Charity Registration Number 1154548

BALANCE SHEET

31-Dec-23

31-Dec-22

ASSETS	Note	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL FUNDS	
Fixed Assets					
Property	9	£ 5,700	£ -	£ 5,700	£ 8,671
Total Fixed Assets		£ 5,700	£ -	£ 5,700	£ 8,671
Current Assets					
Stocks	10	£ 50	£ -	£ 50	£ 50
Debtors and Prepayments	11	£ -	£ -	£ -	£ 176
Bank and Cash		£ 144,016	£ 67,958	£ 211,974	£ 216,737
Total Current Assets		£ 144,066	£ 67,958	£ 212,024	£ 216,963
LIABILITIES					
Current Liabilities					
Creditors	13	£ 1,141	£ -	£ 1,141	£ 965
Total Current Liabilities		£ 1,141	£ -	£ 1,141	£ 965
Net Current Assets		£ 142,925	£ 67,958	£ 210,883	£ 215,998
Net Assets		£ 148,625	£ 67,958	£ 216,583	£ 224,669

For the year ended 2021 the company was entitled to exemption from audit under section 477(2) of the Companies Act 2006.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibility for:

- (i) Ensuring the company keeps accounting records which comply with Section 386 and
- (ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its profit and loss for the financial year in accordance with Section 393, and which otherwise comply with the requirements of the Companies Act relating to the accounts, so far as applicable to the Company.

Approved by the Board on

Signed on their behalf by

Signed on Original

N Hall
Trustee and Treasurer
15 May 2024

Portchester and District Community Association CIO

STATEMENT OF FINANCIAL ACTIVITIES

For year ended 31 Dec 23

Note

		<u>2023</u>			<u>2022</u>
Income from:		<u>Unrestricted</u>	Restricted	Total	
		<u>Funds</u>	Funds		
Donations & Grants		£ 66,457	£ 44,742	£ 111,199	£ 45,913
Charitable Activities		£ 17,754	£ 10,991	£ 28,745	£ 144,106
Other Trading Activities		£ 36,238	£ 150	£ 36,388	£ 19,376
Total Income	2	£ 120,450	£ 55,883	£ 176,332	£ 209,395
Expenditure on					
Raising Funds		£ 3,281	£ -	£ 3,281	£ 5,803
Charitable Activities		£ 144,837	£ 36,301	£ 181,137	£ 194,338
Total Expenditure	3	£ 148,118	£ 36,301	£ 184,419	£ 200,141
Net Movement in Funds		£ (27,668)	£ 19,582	£ (8,086)	£ 9,254
Total Funds Brought Forward		£ 207,379	£ 17,290	£ 224,669	£ 215,415
Total Funds Carried Forward		<u>£ 179,711</u>	<u>£ 36,872</u>	<u>£ 216,583</u>	<u>£ 215,415</u>

Movement on all reserves and all recognised gains and losses are shown above.

All of the organisation's operations are classed as continuing.

Portchester and District Community Association CIO

Notes to the Accounts dated 31 December 2023

Note 1 - Accounting policies

a. Basis of Preparation

The financial statements are prepared under the historic cost convention (as modified by the revaluation of fixed asset investments) and in accordance with applicable accounting standards: Charities Acts and Charities Statement of Recommended Practice 2019.

b. Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are funds which are to be used in accordance with specific instructions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

c. Assets

Tangible fixed assets are stated at cost or valuation less depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost or valuation, less their residual value, over their expected useful lives on the following basis:

Fixtures and fittings	25% Reducing Balance
Equipment	25% Reducing Balance

d. Income

- i) Donations are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the donation or grant and it is reasonably certain that it will be received and the value can be measured with sufficient reliability.
- ii) Income from fund raising is reported gross in the SOFA.
- iii) Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. Income from grants, including capital grants, is included in income when these are receivable except as follows:
 - a) when donors specify that grants given to the charity must be used in future accounting periods, the income is deferred until those periods
 - b) when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, it is deferred and not included in income until the preconditions for use have been metWhen donors specify that grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in the income of restricted funds when receivable.
- iv) Gifts in Kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in Kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in Kind for use by the charity are included in the SOFA as income when receivable. No amounts are included in the financial statements for services donated by volunteers but their value is described in the trustees' annual report.
- v) Donated services and facilities are only recognised when sold, as it is impractical to measure the fair value of donated goods.
- vi) No material items of deferred income has been included in the accounts.

e. Expenditure and Liabilities

- i) Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure and the amount can be measured with reasonable certainty.
- ii) All expenditure is accounted for on an accruals basis.
- iii) Support costs are allocated between governance and other support costs. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. Support costs include central functions and have been allocated to Sections and other projects on a basis consistent with the use of resources, in particular core staff time.

f. Changes to Accounting Policies and Previous Year Accounts

The Income and Expenditure Statements (Notes 2 and 3) are now shown as by activity rather than by fund. Previous Year figures have also been adjusted.

Note 2 - Income

	<u>2023</u>			<u>2022</u>
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>All Funds</u>
<u>Donations</u>	<u>Funds</u>	<u>Funds</u>		
Donation/Fundraising	£ 5,046	£ 7,146	£ 12,192	£ 13,614
Gift Aid	£ 912	£ -	£ 912	£ 756
Grants	£ 60,499	£ 37,595	£ 98,094	£ 138,020
	£ 66,457	£ 44,742	£ 111,199	£ 152,390
<u>Charitable Activities</u>				
Room Hire	£ 16,708	£ 10,991	£ 27,699	£ 26,043
Memberships	£ 1,046	£ -	£ 1,046	£ 1,281
	£ 17,754	£ 10,991	£ 28,745	£ 27,324
<u>Other Trading Activities</u>				
Sale of Donated Books	£ 13,689	£ -	£ 13,689	£ 11,530
Other Sales	£ 4,409	£ -	£ 4,409	£ 1,137
Rent of Flat	£ 7,900	£ -	£ 7,900	£ 7,800
Gala	£ 8,636	£ -	£ 8,636	£ 6,543
Misc	£ 1,604	£ 150	£ 1,754	£ 2,671
	£ 36,238	£ 150	£ 36,388	£ 29,681
Total Income	£ 120,450	£ 55,883	£ 176,332	£ 209,395

Note 3 - Expenditure

	<u>2023</u>			<u>2022</u>
<u>Charitable Activities</u>				
Rent	£ 22,857	£ -	£ 22,857	£ 21,857
General & Water Rates	£ 1,181	£ -	£ 1,181	£ 573
Electricity/Bldg Insurance	£ 4,089	£ 1,387	£ 5,477	£ 6,221
Equipment Hire	£ 743	£ -	£ 743	£ 1,461
Repairs & Renewals	£ 5,725	£ 51	£ 5,776	£ 2,818
Cleaning	£ 2,807	£ -	£ 2,807	£ 2,937
Insurance	£ 815	£ -	£ 815	£ 798
Internet & Website	£ 426	£ -	£ 426	£ 1,185
Stationery, Printing & Post	£ 2,252	£ -	£ 2,252	£ 2,189
Subscriptions	£ 1,852	£ -	£ 1,852	£ 1,250
Telephone	£ 190	£ -	£ 190	£ 704
Refreshments	£ 716	£ -	£ 716	£ 752
Room Hire	£ 4,761	£ -	£ 4,761	£ 6,430
Training/Recruitment	£ -	£ -	£ -	£ 554
Misc Purchases	£ 12,590	£ 27,945	£ 40,535	£ 26,269
Support				
Salaries	£ 78,696	£ 6,918	£ 85,614	£ 113,551
Bank Charges	£ 669	£ -	£ 669	£ 467
Travel	£ 571	£ -	£ 571	£ 6
CRB Checks	£ 53	£ -	£ 53	£ 111
Advertising	£ 254	£ -	£ 254	£ 867
Consultancy	£ 257	£ -	£ 257	£ -
Account Examination	£ 310	£ -	£ 310	£ 310
Gifts	£ 51	£ -	£ 51	£ 136
Depreciation	£ 2,971	£ -	£ 2,971	£ 2,891
	£ 144,837	£ 36,301	£ 181,137	£ 194,338
<u>Fundraising Costs</u>				
Gala	£ 3,281	£ -	£ 3,281	£ 5,803
Total Expenditure	£ 148,118	£ 36,301	£ 184,419	£ 200,141

Note 4 - Analysis of Expenditure on Charitable Activities

	Activities	Support Costs	Total 2023	Total 2022
Portchester Hub	£ 36,010	£ 30,643	£ 66,653	£ 36,209
Section Activities	£ 8,307	£ -	£ 8,307	£ 10,286
Andy Pandy Preschool	£ 12,376	£ 47,957	£ 60,333	£ 115,505
Projects	£ 9,543	£ -	£ 9,543	£ 12,665
Gala	£ 3,281	£ -	£ 3,281	£ 5,803
Woody's	£ 29,383	£ 6,918	£ 36,301	£ 19,673
	<u>£ 98,901</u>	<u>£ 85,518</u>	<u>£ 184,419</u>	<u>£ 200,141</u>

Note 5 - Paid Employees

	2023	2022
Salaries and Wages	£ 84,622	£ 97,133
Employers NI Contributions	£ -	£ 1,351
Pensions*	£ 993	£ 1,423
	<u>£ 85,614</u>	<u>£ 99,907</u>

No employee received benefits of more than £60,000

The average number of employees during the years was 4 (2022 - 7)

*The charity operates a defined benefit contribution pension scheme.

Note 6 - Statement of Funds

	1 Jan 23	Income	Expenditure	Transfers	31 Dec 23
Designated Funds					
Gala	£ 8,383	£ 8,636	£ (3,281)		£ 13,738
Outreach Projects	£ 1,591	£ -	£ -		£ 1,591
Lunch Club	£ 22,235	£ 9,167	£ (8,201)		£ 23,202
Christmas Event	£ 540	£ 366	£ (1,343)		£ (437)
Total	<u>£ 32,749</u>	<u>£ 18,169</u>	<u>£ (12,825)</u>		<u>£ 38,094</u>
Section Funds					
Art Group	£ 1,592	£ -	£ -		£ 1,592
Family & Community Learning	£ 3,971	£ -	£ -		£ 3,971
New Age Kurling Club	£ 622	£ 2,546	£ (2,021)		£ 1,147
Craft Group	£ 443	£ 1,091	£ (1,041)		£ 493
Petanque Club	£ 5,536	£ 3,222	£ (3,259)		£ 5,499
Andy Pandy Preschool	£ 87,067	£ 60,951	£ (60,333)	£ (87,685)	£ -
Fundraising Activities	£ 5,056	£ 268	£ -		£ 5,324
Primetime	£ 1,096	£ 2,651	£ (1,987)		£ 1,760
Total	<u>£ 105,382</u>	<u>£ 70,729</u>	<u>£ (68,640)</u>	<u>£ (87,685)</u>	<u>£ 19,786</u>
General Funds	£ 32,566	£ 31,727	£ (66,829)	£ 87,685	£ 85,149
Total Unrestricted Funds	£ 170,698	£ 120,625	£ (148,294)		£ 143,029
Restricted Funds					
Woodys Pantry	£ 45,837	£ 55,882	£ (36,301)		£ 65,418
Apprenticeship	£ 70	£ -	£ -		£ 70
Garden Furniture	£ 201	£ -	£ -		£ 201
Toy Library	£ 3,430	£ 1	£ -		£ 3,431
Defibrillator	£ 167	£ -	£ -		£ 167
Emergency Planning	£ 4,268	£ -	£ -		£ 4,268
Total Restricted Funds	<u>£ 53,973</u>	<u>£ 55,883</u>	<u>£ (36,301)</u>		<u>£ 73,554</u>
Total Funds	<u>£ 224,670</u>	<u>£ 176,508</u>	<u>£ (184,595)</u>		<u>£ 216,583</u>

Note 7 - Analysis of Net Assets Between Funds

	Unrestricted (incl Designated)	Restricted	Total Funds
Fixed Assets	£ 5,700	£ -	£ 5,700
Current Assets	£ 144,066	£ 67,958	£ 212,024
Current Liabilities	£ (1,141)	£ -	£ (1,141)
Total Net Assets	<u>£ 148,625</u>	<u>£ 67,958</u>	<u>£ 216,583</u>

Note 8 - Designated Funds and Section Funds

Christmas Event - A designated fund created to reflect PCA organising and meeting costs of the annual Christmas lights and tree for the local community.

Gala Fund - This fund has been created to contribute towards meeting the costs of the annual Portchester Gala.

Outreach Projects - This is a fund created in order to contribute to the costs and seed-funding of new outreach projects.

Woodsy's Pantry - This fund has been created to operate a Community Pantry within the Association to provide the local community with an affordable food source. Grants received are for specific purposes and are solely used for this purpose and hence this is a restricted fund, although donations are not restricted.

Section Funds:

A section is a specific interest, club or activity group operating under the auspices of PCA. All sections:

- are legally responsible and accountable to the PCA Board of Trustees
- are bound by the PCA constitution (a legal document)
- may appoint a representative to the PCA Board of Trustees
- may have their own committees and bank accounts as agreed by the Board
- cannot operate or independently negotiate with external bodies without Board approval
- may enjoy the full benefits of being part of PCA under its charitable status
- funds in Section bank accounts and Section equipment and resources are used for the purpose of Section activities but remain the legal property of PCA

Note 9 - Tangible Fixed Assets

	Fixtures & Fittings	Equipment	Total
At 1 Jan 23	£ 5,581	£ 3,090	£ 8,671
Depreciation	<u>£ (1,881)</u>	<u>£ (1,090)</u>	<u>£ (2,971)</u>
At 31 Dec 23	<u>£ 3,700</u>	<u>£ 2,000</u>	<u>£ 5,700</u>

Note 10 - Stocks

Stock	£	50
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Note 11 - Miscellaneous Debtors

Trade Debtors	£	-
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Note 12 - Accruals and Creditors

British Gas	£	226
IONOS Cloud	£	22
Scottish Water	£	337
Portchester Methodist Church	£	135
Unity Finance	£	422
	£	<u>1,141</u>

Note 13 - Other Information

- a. The fund does not have any material commitments not provided for in the accounts.
- b. The fund has not given any guarantees to any third party that could be called on at the year end.
- c. The fund has not granted any loans.
- d. The fund did not make any ex gratia payments during the year.

Declarations

- a. The Trustees have not changed the year end date nor the length of the fund's financial year.
- b. All the fund's operations are continuing operations and no operations have been discontinued.
- c. No funds are in deficit.
- d. The fund has no marketable intangible assets.
- e. None of the funds functional assets have been revalued during the year and the fund does not have a policy of revaluation of these assets.
- f. The fund has no material fixed assets which have not been capitalised and included in the Balance Sheet.
- g. None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity. There have been no transactions with trustees or related parties.
- h. The company has no liability for corporation tax as it is a Charitable Incorporated Organisation (CIO).
- i. The charity is controlled by the trustees.

PORTCHESTER & DISTRICT COMMUNITY ASSOCIATION CIO

England & Wales - Charity number 1154548

Accounts



Portchester & District Community Association CIO

Annual Report 2022

Portchester Community Association CIO

2 New Parade, West Street, Portchester,
Fareham, Hampshire, PO16 9UY

Telephone: 023 9221 0048

Email: admin@portchesterca.org.uk

Website: www.portchesterca.org.uk

Charity Number: 1154548

Where volunteers make it happen

Governance and Workforce

Volunteers

Our volunteers are always at the heart of PCA, whether helping at the various groups we hold or helping in the Hub, they all bring unique skills with energy and enthusiasm. Each one is valued for the contribution they make to the Association, and their dedication is “second to none”. We have welcomed new volunteers during this year as well as said goodbye to a few long standing ones.

Acknowledgments

During 2022 PCA has worked with many voluntary, community and faith groups across Portchester, Fareham and beyond, along with officers and members of the local authorities who have all supported the association. Thank you also to our funders, donors and local traders who have contributed to PCA, and without their support the association would struggle to survive. Above all, huge thanks go to the local people of Portchester who have supported PCA in many ways over the last year.

Trustees

During 2022, PCA welcomed several new trustees to the board. Their background and skills will bring a much-needed diversity to the Board of Trustees. Although a voluntary role, the trustee’s contribution is valued and they bring fresh ideas to take the Association forward.

Staff and Andy Pandy Preschool

Thank you to Hollie for all her outstanding efforts as Admin support for PCA. Also, thanks to the staff of Andy Pandy Preschool who continue to provide a good setting to the local area for childcare.

Portchester Community Association continues to strive to provide the best service and support to all members of the local community, whether it be in The Hub or across the many groups it holds throughout the year.

Cheryl Coleman

Report from the Board of Trustees'

Annual review for Portchester and District Community Association CIO

Thankfully Portchester Community Associations New Year started off with everything open as usual this year. We were very thank full to start a new year without any restrictions. The book shop was open and business was as busy as ever selling a range of books, DVD's, CD's and Puzzles. Sales on eBay have also increased.

We have continued to claim Gift Aid on monetary donations which is 25p for every £1 donated. Every penny helps. We were also recognised by eBay as having charitable status and we no longer have to pay any fees on our listings and sales.

Our fantastic team of volunteers have really pulled together this year. The various sections are running smoothly and if not at full capacity are gaining numbers regularly. Throughout the year we have received various grants to support the sections. Some from Fareham Borough Council, Neighbourly Community fund and the Kenwood Community Fund etc.

Both the Gala and the Christmas lights switch on event were both a huge success. Many people attended both events and we had positive feedback from everyone. The Remembrance event was held again this year, with volunteers prom PCA marshalling the event. Local schools and groups performed at all events which always shows a great community spirit.

Overall a positive year for us all.

Board of Trustees

An additional review from Terry Lupton, PCA Trustee

My name is Terry Lupton and the first happy time spent at the hub was with Kate tame and Pamela Wayman At St Mary's church. We and several other volunteers worked in the churchyard uncovering buried headstones. We cleaned and recorded them for the church records for families who had lost the names and whereabouts, quite rewarding and very enjoyable.

Then onwards to lunch club serving meals, helping at the food bank and working alongside other volunteers in the bookshop.

So a great introduction to the hub, for me and as I joined later in the 21/22 year I will leave others to bring you up update with their different groups throughout the report.

All I will add is that the board of trustees that I joined, all work towards a common goal for the good of Portchester community and its residents. They are a great bunch of individuals and it's a pleasure to work alongside them.

The Hub

After a two week break over the Christmas period, we returned to the Hub at the beginning of January, with a new year to look forward too, thankfully this new year we were able to open and not stuck in a lockdown.

The book shop has been busier than ever and we have been inundated with books. We actually had to have a huge book sale and reduce the prices to 50p to allow room for more book donations. Along with people coming into the Hub to donate books, people come in daily for general help and advice.

In November it was great to have our AGM reflecting on 2021. Members of our groups, Volunteers and Trustees all gathered in the Hub for our meeting. We combined this with our Volunteers party, where a glass (of something a little bit alcoholic) and nibbles were laid on. An enjoyable evening to thank everyone for all their hard work!

Coming into the colder months unfortunately the hot water and heating in the Hub and the preschool started to play up, due to a leaky water pipe. We struggled to get anyone out quickly enough to repair it without charging a vast amount of money. Luckily Kevin from PKS Plumbing & Heating Services stepped up. After taking a look, coming back at the end of the day once the children had gone home and repaired in 20 minutes all without charge!! Thank you so much, this was true Portchester Community Spirit in action and a fantastic job well done!

We have been joined during 2022 by many new volunteers, and along with existing volunteers, they have all given so much time to the Hub during the year. Without this little band of volunteers we would not be able to keep up with the workload. We thank each and everyone of them for the endless cups of tea, the support they give, and their dedicated time.

Hollie Ming,
Office staff



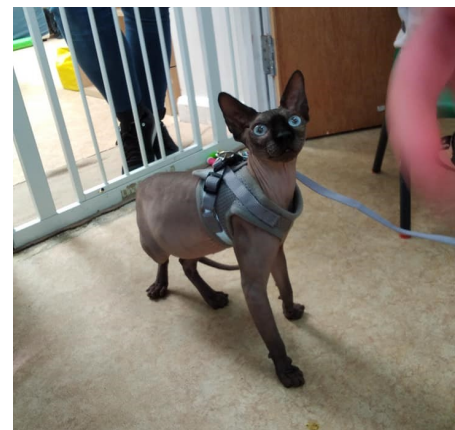


Andy Pandy Preschool

Andy Pandy Preschool had a very busy January getting back into the swing of things after the Christmas break. All the children and staff members were very excited to be back and welcome in the new year and also the Chinese new year in February. The children enjoyed Chinese food, Chinese themed colouring in and also a fun sensory activity.

The Preschool staff relaunched the toddler stay and play group, they had such a good interest in the group that they had to relocate to the Methodist Church. The first week had a theme of the Hungry Caterpillar, the parents and children enjoyed various activities, singing, story time and even some healthy snacks. The group turned out to be very popular and continued throughout the year.

- The children loved exploring all the different key dates and events throughout the year, the kids dressed up in yellow and blue to raise money for Ukraine, Green to celebrate St Patrick's day, red white and blue to celebrate St George's day and they even celebrated national pet month. Family and staff members brought in their pets to show all the children how to care for their animals. This was a great opportunity and they all managed to meet a dog, Guinea pigs, a tortoise, a hairless cat and even a tarantula.



Andy Pandy Preschool Continued

Throughout the month of May, the preschool enjoyed looking after 19 little chicks, they watched them hatch out of their eggs one by one. The children enjoyed keeping their home clean and also feeding them.

As the summer came quickly upon us, the preschool took part in the Portchester Gala raising money for the children and staff. They all enjoyed their annual Poulton's park trip and also had a chance to watch caterpillars turn into beautiful butterflies. Unfortunately as the summer came to an end, it was time to say goodbye to all the school leavers, Andy Pandy preschool organised a teddy bears picnic to thank everyone for all their lovely memories throughout the years.

- Towards the end of the year, the preschool enjoyed various activities to celebrate the different seasons and memorable dates. The children learnt all about autumn, recycling, oral hygiene, Halloween and Christmas. All the children, parents and Andy Pandy staff joined PCA at the Christmas lights switch on to perform carols in the Precinct. This was the perfect way to end the year.

Andy Pandy Preschool



Art Class

This very social group started the year meeting to undertake art work in the café at the Methodist Church, on Saturday afternoons, under the tuition of Gerry Kelly with the assistance of his wife, Jean.

These sessions were very enjoyable with Gerry demonstrating the varied mediums and subjects and Jean providing refreshments. The artists discussed each other's work during break time – it was amazing how everyone's interpretation of the same image differed!

For the last few weeks of term the group concentrated on completing any unfinished work and brought their favourite pieces in for display.

Towards the end of the summer term, Jean and Gerry moved to the North of England to be near their family so, sadly, the group had no tutor.

It was hoped that the group would continue, without a tutor, by amalgamating with a Fareham Art Group where artists would work on their own topics. This was arranged and the new group started in September on Saturday mornings. Unfortunately, the group no longer comes under the PCA banner.

Pamela Wayman,
Art Class member

PCA Craft Group

Another year has passed by with our group, crafting and fellowship together, knitting etc. for personal use and sales.

Inspector Rob Kearley and PCSO Tom Hillier from Fareham Police Station even came to visit the craft group as we had been busy knitting over 30 teddy bears for the Police. If the Police go to an incident where there are children they give the children a Police teddy bear.

We've also been busy making twiddlemuffs for dementia sufferers at QA Hospital, dog pulls for the RSPCA, beading and painting on glass bottles, mosaic characters and mobiles and cards to name a few. We also enjoyed making gifts for the Andy Pandy Preschool children at easter and Christmas.

New members are also welcome to come and join us.

Margaret and Joan,
Craft Group Leaders.



Fundraising

Our Fundraising ladies have been very busy throughout the year. In fact, they've managed to raise a total of £1020.59 in 2022! Fantastic job ladies.

Throughout the summer, the ladies held a table top sale outside the Hub. Even though perhaps the weather didn't feel like summer, they still managed to sit outside with their coats and hot cups of tea! They had been selling a range of plants, craft materials and Bric-A-Brac.

In August Margaret and Joan held a fantastic 1940's tea party to raise funds for the Hub. They used posh teapots, plates, table clothes and memorabilia to take us all back to the 1940's. They even had war times cakes made at home by Joan! Everyone thoroughly enjoyed it!

PCA's Christmas fundraising event was held on November 19th which raised over £200. The team managed to sell various Craft materials and had a Tombola. This was alongside the Macmillan Coffee Morning which was a great success. We can't thank Margaret, Joan and everyone else involved with the fundraising enough!

- Hollie Ming,
- Office staff

3rd Friday Club

Although numbers were never very high 3rd Friday Club had some fun evenings and events this year. We had some very interesting guest speakers: Barbie Walker from Staunton Country Park told us about their amazing scheme, Right to Work, which enables young adults with additional needs to work in the beautiful grounds of the park. Graham Dash, an amazing amateur photographer took us on a photographic, historical tour of Painshill Country Park where he volunteers as a tour guide. Everyone now wants to go there on a trip!

Representatives from the Commonwealth Graves Commission and the Woodland Trust gave us talks on the wonderful work their organisations do and Alan Jones told us the history of Hypnosis and promised not to turn anyone into a chicken!

We had a fun quiz night and a great skittles evening at the Crofton Pub. The year ended with a lovely Christmas party and the sad news that it would be our last meeting as the group couldn't keep running with such low numbers. Many thanks to those who did come regularly, it was fun.

Bron Kirk

3rd Friday Club Leader



Primetime

Well, what a busy year Primetimers have had this year! As well as the occasional quiz, bingo and beetle afternoons we have had 4 parties – Easter, our birthday, Halloween and Christmas!

We were lucky enough to have 2 visits from Portchester Community Choir. In June they came and lead a 60's sing along which had us all on our feet dancing as well as singing our heads off. Then they came and started our Christmas party with some old favourite Christmas songs and carols. We do enjoy singing!

We were all singing and laughing at our birthday party too with our old friends Colin & Lynn, Doorstep Entertainments. They never fail to cheer us up.

We had various guest speakers including Terry Smith from Open Sight who gave us tips on looking after our eyes, Brian Masters from the RNLI with a talk all about the work of a lifeboat and the lovely ladies from Wymering Manor Trust who told us the history of the oldest remaining house in Portsmouth. Our thanks go out to all of them. The weather smiled on us for our day trip in June to Exbury Gardens where we all enjoyed a trip on the miniature steam railway and we also had a day out in November for our annual trip to Haskins & Hobbycraft.



In August we started a new tradition – the Primetime Annual Village Fete. We had stalls including hook-a-duck, coin drop, roulette, treasure map and more. Everyone enjoyed it so much that we will now hold this event every year. Grateful thanks to the group helpers and some of Bron's family for manning the stalls.

On a more relaxing note we also tried Chair Yoga with Jo from My Wonderful Yoga and found that we were all able to move a lot more than we thought we could!

The pace was slightly more hectic though when some children from Andy Pandy Preschool came along with Natalie from Jiggy Wrigglers for an intergenerational, musical movement session. We kept up the moving about theme with games afternoon too including kurling, beanbag toss and even crazy golf.

When we took a survey which asked us to choose our 3 favourite activities during the year we all ticked them all, so no help at all for future planning but we know there will be some fun sessions ahead.

Bron Kirk, Primetime Leader



Lunch Club

It has been another successful year for the Lunch Club, numbers for the Monday sitting have continued to rise, and Wednesday is at full capacity, with extra seats sometimes having to be fitted in at the last minute. Adrian the chef and his merry band of helpers have produced some memorable meals which have been enjoyed by all.

To celebrate the Queens Platinum Jubilee we held two very special lunch clubs. On the menu was Coronation Chicken, Roast Potatoes with Carrots and cabbage, with yummy Eton Mess for pudding! It was such a lovely way to celebrate and was enjoyed by everyone.



We were also pleased to receive a hygiene rating of 5 following an impromptu inspection for the second year running. Keeping a varied menu when there are two sittings a week, with some of the same people attending both days can be a bit of a challenge, but Adrian manages to keep everyone happy and provide for the vegetarians and people with special dietary requirements. The top favourite meal still seems to be fish and chips, but liver and bacon casserole, corned beef hash, and chicken pie, gammon steaks and savoury mince all result in clean plates returned.



The year hasn't been entirely trouble free, in January the microwave burst into flames, which was a bit disconcerting to say the least, and Adrian burnt his hand quite badly with boiling water. However, both these troubles were swiftly overcome. One sad piece of news was the death of Mary Mitchell's husband Brian. Although he didn't stay to lunch, he brought her and her friends, and often stayed to chat when he came to take them home. He is very much missed, and we all send Mary our heartfelt condolences.



Dec 14th, the members presented the helpers with gifts of flowers, sweets, and biscuits, a lovely generous gesture which touched all of us. We also organised the usual Christmas lunch with all the trimmings which was held on December 21st. The Christmas lunch well attended, with extra chairs needed to accommodate everyone who wanted to come! Thank you to all our volunteers, Platinum Care Solutions and also everyone who entered our Christmas card competition. All the Lunch members loved seeing all the fantastic card designs signed by the children. What a lovely way to end the year!



June Wilson, Volunteer

Portchester Petanque Club

Portchester Pétanque Club

The Club is now virtually up and running as it was before Covid. Improvements have been made in several ways at our terrain and some of these are highlighted below:



Morale is high throughout the club, and I think we are becoming a more adaptable place where all members are getting what they come along for.

We still have two league teams, Pumas and Pirates both of whom play at the same level. This year we have entered the European Cup competition and we won our first match 5.0. Our Junior Section is still envied by many other clubs with our junior members achieving awards and competing well in both regional and national competitions.



Naturally we would welcome new youngsters if any of you are aware of any that need a friendly and challenging pastime. Juniors are given the opportunity to be involved and their improvement is apparent.

Some of our members have left but have been replaced by others which has kept our membership at 73. Many of these have become involved with the running and maintenance of club facilities and we now have a very strong and adaptable committee, that has in many ways kept the club more responsive to regular demands.

Generally, then this has been a good year for our club with members entering both regional and national competitions and there is good reason to believe this will continue.

Nick Hall, Chairman

New Age Kurling

Since the last AGM the group has gone from strength to strength. The community centre remains an excellent venue and as an indoor venue it allows members to actively play all year round and despite the fee increase this spring our numbers have remained stable.

Members continue to enjoy the friendship and comradeship of like minded people and readily support each other as well as fostering a competitive atmosphere. During a well earned tea break much friendly banter is exchanged regarding winners and losers but happily friendship remain.

Members work together as a team to set up the session and pack up at the end of play and regularly set up when holidays occur. This also enables members to feel part of the team and allows sessions to continue to run smoothly.

We hop to continue the friendly approach we offer within the group and welcome the enthusiasm from members to new members when required.

Hazel Flahey, Leader of NAK



In the Community

Portchester Remembrance Service

The annual remembrance service was once again held on Saturday 12th November and was attended by local groups, representatives from the Armed Services, Police and Fire Brigade along with Councillors, dignitaries and Fareham's MP Suella Braverman. PCA provides support to this event with marshalling of the precinct area and handing out programmes for the event. TS Tenacity Band marched the parade through the precinct followed by Scout groups, brownies, guides and Service Veterans. Portchester Choir led the crowd with appropriate songs for the occasion. Thank you to Jane and Iain from the Flower Studio for providing the poppy wreath for PCA to lay at the memorial.



MacMillan Coffee Morning

As is tradition PCA once again held a MacMillan Coffee Morning alongside its PCA fundraising event on Saturday 19th November. This year the coffee morning was presided over by our Volunteer Ann and her daughter who made some delicious cakes. The sum of over £100 was raised for MacMillan which was a fantastic effort from those involved.

Beat Surgery

PCA continued to provide a venue for Fareham Policing Team to hold a Beat Surgery at the Hub. Members of the community could come along and raise concerns with our local PCSO's and police officers on a wide range of local issues.

Free lunch and Advice

With a grant from Hampshire County Council, Connect 4 Communities funding we held a free lunch at the Methodist Church every Tuesday through September to give the over 55's confidential advice on benefits, utilities and the cost of living. Partnering with Citizen's Advice, the lunches were very well attended and all those who came along enjoyed a freshly cooked meal and refreshments.

Christmas Lights

The Christmas light switch on event was held on Friday 2nd December 2022. Thankfully the weather was kind, no rain and not too cold!

The switch on event was taken over by PCA this year, and was very well organised by Hollie. She came up with the idea of a Christmas Card competition, with the winner turning on the lights and the winning design printed on the event programme. The competition was won by Amelia aged 5 and Erin Aged 8, with all the other entry designs given out to our lunch club members. Reverend Ian from St Mary's Church once again presided over the event, with the grand switch on carried out by the winner of the competition.



The Christmas Tree and light switch on event is funded by proceeds from the Raffle held at Portchester Gala in June. Thanks to all those who purchased tickets and contributed prizes.



Trinity Ensemble “kicked off” the event by playing Christmas music to the waiting crowd, with Christmas carols performed by Andy Pandy Preschool, Castle Primary School, Red Barn Primary School, Portchester Community Choir, Abstract Dance and Performing Arts along with dance performances from Cams Hill School.

There was a visit from “Santa” who handed out sweets during the evening and posed for photos and was ably helped by a visit from an Elf. With food stalls providing refreshments, a fun evening was had by all.

Huge thanks go to the volunteers for putting up the lights, and decorating the Christmas tree. Also thank you to the numerous volunteers on the evening for handing out programmes, going around with collection buckets for next year's Christmas tree fund and marshalling the event so well.

Cheryl Coleman



Portchester Gala

The Gala as always, was held on the third Saturday in June. This year on 18th June. The weather was bright, although quite windy with only one gazebo “casualty”!

Once again, the Gala was very well attended with large crowds enjoying the traditional village atmosphere. Lee Matthews funfair was back with lots of rides and all the fun of the fair, with something for everyone, big and small “kids” alike! The classic cars were in attendance in even greater numbers than previous years. The Academy of Modern Canine Behaviour & Training once again ran the fun dog show, with lots of entrants in classes such as best puppy, most handsome boy, best rescue and waggiest tail. Russell gave a demonstration with his rescue dogs, which is always very entertaining for the assembled crowd.

The arena was presided over by Reverend Ian from St Mary’s Church, who introduced TS Tenacity to open the event with their rousing band music! Following on we were treated to a performance from Aziza Egyptian Dance group then a fantastic magician – Nick Magic who did two shows during the day, and delighted the crowds, young and old with his unique brand of magic.

We also had performances from local groups, Evolution Majorettes, Everyone Active Gymnastics, Abstract Dance and Performing Arts and Fareham Division Rainbows, Brownies and Guides. Also joining the arena line-up was Natalie from Jiggy Wrighlers, who gathered quite the crowd of little ones who enjoyed joining in with her. Finally, to close the arena was a fun and active dance routine from Fit N Funky, who as always performed with such energy, especially when they were joined in the arena by members of the public and what must have been a highlight of the day for many, Stormtroopers!!



Portchester Gala Continued

The raffle was hugely successful again, topping the previous record of over 1800 tickets sold! First prize of £250 was donated by Castle Estate Agents, 2nd prize a luxury hamper and third prize £100 donated by Portchester Choir with many more prizes donated by local traders. The proceeds of the Gala raffle fund the Christmas Tree and light switch on event in Portchester precinct.

With over 40 stalls again this year, with local community groups having a platform to showcase their groups. We also had many new stalls, and also a jammed craft tent with local people showcasing their craft skills.

- Special thanks to 3rd Portchester Scouts who put up plenty of tents and gazebos and marquees and provide much needed refreshments to PCA staff and volunteers. As with every year, huge thanks must go to the many volunteers who give up their time on the day, marshalling, car park duties (a thankless task!) litter picking and lots of very unglamorous duties to make the Gala an annual success!!

Cheryl Coleman



Woodsy's Pantry

Following on from the Community Pantry starting up the previous year, 2022 has brought a lot of hard work from a dedicated team of committed volunteers led by Julie Sexton.

With the cost of living crisis hitting many within the local community, Woodsy's Pantry continues to provide a much appreciated "helping hand". Open three mornings a week (Mondays, Wednesdays and Fridays) the pantry has seen a steep rise in membership. The pantry provides not just support to those within the local community who might be struggling financially with basic food, but also a friendly welcome with no embarrassment or shame. There is always a kind and listening ear from the friendly volunteers for those who are struggling.



Woodsy's pantry has continued to receive huge support from the local community by way of financial donations as well as many, many donations of ambient foods. Staff at our local Co-op Funeral Care collected lots of easter eggs and also Fareham parkrun, a local group collected hundreds of Christmas treats to be handed out in the pantry, White Hart Lane Co-op gave gift cards to the pantry to distribute as well at Christmas. Along with grants from the local authority and funding from other businesses the Community Pantry continues to be very well stocked!

This year the pantry has been supported again by advisors from Citizen Advice Bureau, during the warmer months are to be found outside the Hub on Wednesday mornings. Once the weather turns grey and wet are set up in Portchester Library, and helped the members of the pantry with the growing cost of fuel crisis with additional financial support.



Woodsy's Pantry Continued

Bill and Barbara Wright residents of Portchester once again decorated the outside of their house with thousands of Christmas lights and collected money for Woodsy's Pantry. A very much appreciated cheque was handed over to Julie outside the Hub. We can't thank them enough for their hard work and dedication to the local community and the Pantry.



The pantry is so thankful to all those local groups, schools and religious groups who continue to support with their generosity.

It is brilliant that many who have used the Community Pantry, have continued to support it once their circumstances have changed for the better and no longer need to use it themselves. On behalf of everyone connected to the Community Pantry, a huge thank you to everyone who has made such a difference in difficult times.

Woodsy's really is part of Portchester's Community and a big part of the Hub!!

Cheryl Coleman



Treasurers Report 2022

Introduction

There are now signs that we are getting back into a controllable situation. The introduction of Woodsy's Pantry has been successful and with the help of HCC Grants is financially viable. The setting up, however, has been expensive and will be looked at with a view to some of PCA expenditure being clawed back this year.

Reserves Policy

The Reserves Policy that was successful during 2021/22 has continued with results maintained as follows on:

Designated reserves to accumulate funds for specific purposes continue to be held for their intended purposes and kept under review by the Board from time to time.

No additional reserves will be established at this time for restricted projects.

There have been several factors involved over this year to influence an outcome in our

Total Funds of £222,308, an increase on last year of £11.5K.

Income. (From beginning of Year)

Section Activities Fell by £14.5K (Reallocation of £11.5 Meal Del.

to Lunch Club – Designated Fund)

Andy Pandy Preschool Decreased by a further £4.5

Woodsy's Pantry, Des. Fund) Further Income of £23.5K

Restricted and Des. Funds Both Stable.

Other sources of income came from Continued Rent of Flat £7.5K

Overall increase in Income amounted to **£14.7K**.

General Funds. Fell by £9.0K

TOTAL INCOME including General Funds £208K

Expenditure

Over the year the major rise in expenditure was within Andy Pandy by £5K

The overall increase in expenditure amounted to **£30K**

TOTAL EXPENDITURE including General Funds £197.5K

BALANCE £208.5K + 200.3K -197.5K = £211.3K

An Increase of £30K up to the end of 2022.

There was little or no change to Restricted Funds

Continued..

Treasurers Report 2022 Continued

The figures indicate that the Assn is still holding on but there is still cause for concern with the Pre School

Although this group is running with the aid of Grants from HCC Education Authority its income from taking on new children is not meeting the number to ensure its long-term survival. Serious steps will have to be taken during 2023 if the situation does not improve.

Woodsy's Pantry has now been fully established for most of the year. Financially it is OK but needs to be looked at in the way it can affect the smooth operation of the Hub.

After looking at its operation more fully, it is apparent that our ability to run groups at the Hub has been seriously affected. As well as this the major use of our electricity is by the Pantry and charges for Services and Rent need to be applied.

Generally, our finances are under control, but the two units mentioned above cannot be allowed to milk us dry if we do not address them seriously during 2023.

- Our Financial objective is to provide good support for the people of Portchester and the major effects are being indicated and felt under the Heading of General Funds, which covers this and being drained through not getting its financial support.

- Other than this the Association is getting excellent support from Staff (Volunteers) and Management.

Nick Hall

PCA Treasurer.

Portchester and District Community Association CIO

Legal and administrative information

Portchester and District Community Association (Charity registration number 1154548) constitution dated November 2013 that requires the Association to be managed by a Board of Trustees who are appointed each year at the Annual General Meeting by a ballot of the members. Members are individuals of over 18 years of age who have paid the appropriate PCA subscription.

The Charity's managing Trustees during the period ended 31st December 2022 or appointed since are:

Kate Tame	Chair
John Gerrald Kelly	Vice Chair (Until 31 May 22)
Pamela Wayman	Hon Secretary
Nicolas Hall	Treasurer

Other Trustees:

Margaret Gilmore	
Joanne Lowery	(From 27 Jul 22)
Julie Rhodes	(From 14 Oct 22)
David Johnson	(From 14th Oct 22)
Teresa Lupton	(From 27 Jul 22)
Trudy Bishop	(From 27 Jul 22)

Senior Management

Cheryl Coleman

Advisers:

Community First—Fareham

Local Authority Representatives

Cllr R.H Price—Hampshire County Council

Address: 2 New Parade, 38 West Street, Portchester, Fareham, Hampshire, PO16 9UY

Bankers: Lloyds TSB Plc, 43 West Street, Fareham, Hampshire

Portchester and District Community Association CIO

Report of the Trustees

For the year ended 31 December 2022

Reference and Administrative Information

Charity Registration Number	1154548
Principal Address	2 New Parade 38 West Street Portchester Fareham Hampshire PO16 9UY
Trustees	Kate Tame (Chair) Nicolas Hall Pamela Wayman John Gerrard Kelly (Until 31 May 22) Margaret Gilmore Joanne Lowrey (From 27 Jul 22) Julie Rhodes (From 14 Oct 22) David Johnson (From 14 Oct 22) Teresa Lupton (From 27 Jul 22) Trudy Bishop (From 27 Jul 22)
Senior Management	Cheryl Coleman

Objects of the Charity

The objects of the Portchester and District Community Association are:

- to promote the benefit to the inhabitants of the area of benefit without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory 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 for the said inhabitants;
- to establish, or secure the establishment of, a community centre and/or other community premises, and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the objects;
- to promote such other charitable purposes as may from time to time be determined.

The charity is non-party in politics and non-sectarian in religion. The area of benefit is Portchester and the surrounding neighbourhoods.

The annual review which forms part of the Trustees Annual Report to the Charity Commission shows the activities that we have carried out throughout the year to achieve these objects.

Trustees Responsibilities in Relation to the Financial Statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and under United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which gives a true and fair view of the state of the affairs of the charity and the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination may differ from legislation in other jurisdictions.

Approved by the Board and signed on its behalf by:



N Hall
Treasurer

5 April 2023

Portchester and District Community Association CIO

Charity Registration Number 1154548

BALANCE SHEET

31-Dec-22

		UNRESTRICTED	RESTRICTED	TOTAL	<u>31-Dec-21</u>
<u>ASSETS</u>	<i>Note</i>	FUNDS	FUNDS	FUNDS	
<u>Fixed Assets</u>					
Property	10	£ 8,671	£ -	£ 8,671	£ 10,933
Total Fixed Assets		<u>£ 8,671</u>	<u>£ -</u>	<u>£ 8,671</u>	<u>£ 10,933</u>
<u>Current Assets</u>					
Stocks	11	£ 50	£ -	£ 50	£ 50
Debtors and prepayments	12	£ 176	£ -	£ 176	£ 654
Bank and Cash		£ 162,764	£ 53,973	£ 216,737	£ 205,246
Total Current Assets		<u>£ 162,990</u>	<u>£ 53,973</u>	<u>£ 216,963</u>	<u>£ 205,950</u>
 <u>LIABILITIES</u>					
<u>Current Liabilities</u>					
Creditors	13	£ 965	£ -	£ 965	£ 1,468
Total Current Liabilities		<u>£ 965</u>	<u>£ -</u>	<u>£ 965</u>	<u>£ 1,468</u>
Net Current Assets		£ 162,025	£ 53,973	£ 215,998	£ 204,482
Net Assets		<u><u>£ 170,696</u></u>	<u><u>£ 53,973</u></u>	<u><u>£ 224,669</u></u>	<u><u>£ 215,415</u></u>

For the year ended 2021 the company was entitled to exemption from audit under section 477(2) of the Companies Act 2006.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibility for:

- (i) Ensuring the company keeps accounting records which comply with Section 386 and
- (ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its profit and loss for the financial year in accordance with Section 393, and which otherwise comply with the requirements of the Companies Act relating to the accounts, so far as applicable to the Company.

Approved by the Board on

Signed on their behalf by

C Coleman

5 April 2023

Portchester and District Community Association CIO

STATEMENT OF FINANCIAL ACTIVITIES

For year ended 31 Dec 22

Note

	<u>2022</u>	<u>2021</u>		
Income from:	<u>Unrestricted</u> Funds	Restricted Funds	Total	
Donations & Grants	£ 16,691	£ 29,222	£ 45,913	£ 59,751
Charitable Activities	£ 144,106	£ -	£ 144,106	£ 126,197
Other Trading Activities	<u>£ 19,376</u>	<u>£ -</u>	<u>£ 19,376</u>	<u>£ 16,301</u>
Total Income	2 £ 180,173	£ 29,222	£ 209,395	£ 202,249
Expenditure on				
Raising Funds	£ 7,286	£ -	£ 7,286	£ 6,952
Charitable Activities	<u>£ 172,894</u>	<u>£ 19,961</u>	<u>£ 192,855</u>	<u>£ 200,191</u>
Total Expenditure	3 £ 180,180	£ 19,961	£ 200,141	£ 207,144
Net Gain or Loss	£ (7)	£ 9,261	£ 9,254	£ (4,895)
Net Movement in Funds	£ (7)	£ 9,261	£ 9,254	£ (4,895)
Total Funds brought forward	£ 207,386	£ 8,029	£ 215,415	£ 220,310
Total Funds carried forward	<u><u>£ 207,379</u></u>	<u><u>£ 17,290</u></u>	<u><u>£ 224,669</u></u>	<u><u>£ 215,415</u></u>

Movement on all reserves and all recognised gains and losses are shown above.

All of the organisation's operations are classed as continuing.

Portchester and District Community Association CIO

Notes to the Accounts dated 31 December 2022

Note 1 - Accounting policies

a. Basis of Preparation

The financial statements are prepared under the historic cost convention (as modified by the revaluation of fixed asset investments) and in accordance with applicable accounting standards: Charities Acts and Charities Statement of Recommended Practice 2019.

b. Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are funds which are to be used in accordance with specific instructions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

c. Assets

Tangible fixed assets are stated at cost or valuation less depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost or valuation, less their residual value, over their expected useful lives on the following basis:

Fixtures and fittings	25% Reducing balance
Equipment	25% Reducing Balance

d. Income

i) Donations are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the donation or grant and it is reasonably certain that it will be received and the value can be measured with sufficient reliability.

ii) Income from fund raising is reported gross in the SOFA.

iii) Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. Income from grants, including capital grants, is included in income when these are receivable except as follows:

a) when donors specify that grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

b) when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, it is deferred and not included in income until the preconditions for use have been met.

When donors specify that grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in the income of restricted funds when receivable.

iv) Gifts in Kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in Kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in Kind for use by the charity are included in the SOFA as income when receivable. No amounts are included in the financial statements for services donated by volunteers but their value is described in the trustees' annual report.

v) Donated services and facilities are only recognised when sold, as it is impractical to measure the fair value of donated goods.

vi) No material items of deferred income has been included in the accounts.

e. Expenditure and liabilities

- i) Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure and the amount can be measured with reasonable certainty.
- ii) All expenditure is accounted for on an accruals basis
- iii) Support costs are allocated between governance and other support costs. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. Support costs include central functions and have been allocated to Sections and other projects on a basis consistent with the use of resources, in particular core staff time.

f. Changes to Accounting Policies and Previous Year Accounts

There has been no change in the accounting policies since last year and no changes to the previous year accounts.

Note 2 - Income

	<u>2022</u>			<u>2021</u>
	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u>	<u>All Funds</u>
<u>Donations</u>				
Donations and Gifts	£ 10,891	£ -	£ 10,891	£ 4,504
Grants	£ 5,800	£ 29,222	£ 35,022	£ 55,247
	£ 16,691	£ 29,222	£ 45,913	£ 59,751
<u>Charitable Activities</u>				
Portchester Hub	£ 3,391	£ -	£ 3,391	£ 3,629
Section Activities	£ 11,718	£ -	£ 11,718	£ 13,366
Andy Pandy Preschool	£ 104,331	£ -	£ 104,331	£ 97,592
Projects	£ 24,666	£ -	£ 24,666	£ 11,610
	£ 144,106	£ -	£ 144,106	£ 126,197
<u>Other Trading Activities</u>				
Sale of Donated Books	£ 11,530	£ -	£ 11,530	£ 8,528
Rent of Flat	£ 7,800	£ -	£ 7,800	£ 7,625
Sale of Port Rem Books	£ 46	£ -	£ 46	£ 148
	£ 19,376	£ -	£ 19,376	£ 16,301
Total Income	£ 180,173	£ 29,222	£ 209,395	£ 202,249

Note 3 - Expenditure

	<u>2022</u>			<u>2021</u>
<u>Charitable Activities</u>				
Portchester Hub	£ 28,924	£ -	£ 28,924	£ 32,866
Section Activities	£ 10,284	£ -	£ 10,284	£ 13,113
Andy Pandy Pre School	£ 115,505	£ -	£ 115,505	£ 100,566
Projects	£ 18,181	£ 19,961	£ 38,142	£ 53,647
	£ 172,894	£ 19,961	£ 192,855	£ 200,192
<u>Fundraising Costs</u>				
Rent and Maintenance	£ 7,286	£ -	£ 7,286	£ 6,952
Total Expenditure	£ 180,180	£ 19,961	£ 200,141	£ 207,144

Note 4 - Analysis of expenditure on Charitable Activities

	Activities undertaken directly	Support Costs	Total 2022	Total 2021
Portchester Hub	£ 22,300	£ 6,625	£ 28,924	£ 32,866
Section Activities	£ 5,193	£ 5,091	£ 10,284	£ 13,113
Andy Pandy Preschool	£ 98,947	£ 16,558	£ 115,505	£ 100,566
Projects	£ 13,336	£ 4,845	£ 18,181	£ 53,643
	£ 139,776	£ 33,118	£ 172,894	£ 200,188

Note 5 - Support Costs

	Portchester Hub	Section Activities	Andy Pandy PreSchool	Projects Restricted	Projects Designated	Total
Governance	£ 410	£ -	£ -	£ -	£ -	£ 410
Premises	£ 2,248	£ 1,862	£ 6,645	£ 532	£ 1,593	£ 12,880
Utilities	£ 1,402	£ 901	£ 3,504	£ 300	£ 901	£ 7,008
Depreciation	£ 579	£ 372	£ 1,445	£ 124	£ 372	£ 2,892
Staff	£ 17,231	£ 1,956	£ 4,964	£ 248	£ 774	£ 25,173
	£ 21,870	£ 5,091	£ 16,558	£ 1,204	£ 3,640	£ 48,363

Note 6 - Paid Employees

	2022	2021
Salaries and Wages	£ 97,133	£ 84,261
Employees NI Contributions	£ 1,351	£ 857
Pensions*	£ 1,423	£ 1,371
	<u>£ 99,907</u>	<u>£ 86,489</u>

No employee received benefits of more than £60,000

The average number of employees during the years was 7 (2021 - 7)

*The charity operates a defined benefit contribution pension scheme.

Note 7 - Statement of Funds.

	1 Jan 22	Income	Expenditure	Transfers	31 Dec 22
Designated Funds					
Gala	£ 7,643	£ 6,543	£ (5,803)		£ 8,383
Outreach Projects	£ 3,091	£ -	£ (1,500)		£ 1,591
Lunch Club	£ 10,513	£ 8,850	£ (8,694)	£ 11,566	£ 22,235
Christmas Event	£ -	£ 2,723	£ (2,183)		£ 540
Total	£ 21,247	£ 18,116	£ (18,180)	£ 11,566	£ 32,749
Section Funds					
Art Group	£ 1,584	£ 977	£ (969)		£ 1,592
Badminton Club	£ 921	£ -	£ -	£ (921)	£ -
Family & Community Learning	£ 4,000	£ -	£ (29)		£ 3,971
New Age Kurling Club	£ 578	£ 2,309	£ (2,265)		£ 622
Craft Group	£ 587	£ 1,181	£ (1,325)		£ 443
Petanque Club	£ 3,250	£ 4,564	£ (2,278)		£ 5,536
Andy Pandy Preschool	£ 97,487	£ 105,085	£ (115,505)		£ 87,067
Fundraising Activities	£ 4,350	£ 1,017	£ (310)		£ 5,057
DDay Portchester Remembered	£ 253	£ 46	£ -	£ (299)	£ -
Primetime	£ 1,019	£ 2,381	£ (2,305)		£ 1,095
3rd Friday Club	£ 172	£ 805	£ (805)	£ (172)	£ -
Lunch Deliveries	£ 11,566	£ -	£ -	£ (11,566)	£ -
Total	£ 125,766	£ 118,365	£ (125,791)	£ (12,958)	£ 105,382
General Funds	£ 38,034	£ 29,349	£ (36,209)	£ 1,392	£ 32,566
Total Unrestricted Funds	£ 185,047	£ 165,829	£ (180,180)	£ -	£ 170,697
Restricted Funds					
Woodys Pantry	£ 22,328	£ 43,182	£ (19,673)		£ 45,837
Apprenticeship	£ 70	£ -	£ -		£ 70
Garden Furniture	£ 201	£ -	£ -		£ 201
Toy Library	£ 3,430	£ -	£ -		£ 3,430
Defrillator	£ 73	£ 382	£ (288)		£ 167
Emergency Planning	£ 4,268	£ -	£ -		£ 4,268
Total Restricted Funds	£ 30,370	£ 43,564	£ (19,961)		£ 53,973
Total Funds	£ 215,416	£ 209,393	£ (200,141)		£ 224,669

Note 8 - Analysis of Net Assets Between Funds

	Unrestricted (incl Designated)	Restricted	Total Funds
Fixed Assets	£ 8,671	£ -	£ 8,671
Current Assets	£ 162,990	£ 53,973	£ 216,963
Current Liabilities	£ (965)	£ -	£ (965)
Total Net Assets	<u>£ 170,696</u>	<u>£ 53,973</u>	<u>£ 224,669</u>

Note 9 - Designated Funds and Section Funds

Christmas Event - New designated fund created to reflect PCA organising and meeting costs of the annual Christmas lights and tree for the local community.

Gala Fund - This fund has been created to contribute towards meeting the costs of the annual Portchester Gala.

Outreach Projects - This is a fund created in order to contribute to the costs and seed-funding of new outreach projects.

Woody's Pantry - This fund has been created to operate a Community Pantry within the Association to provide the local community with an affordable food source. Grants received are for specific purposes and are solely used for this purpose and hence this is a restricted fund, although donations are not restricted.

Section Funds:

The section known as Badminton Club ceased during 2022.

The section known as D-Day/Portchester Remembered ceased during 2022.

The section known as 3rd Friday Club ceased during 2022.

The section known as Lunch Deliveries ceased as Coronavirus lockdowns have ceased.

A section is a specific interest, club or activity group operating under the auspices of PCA. All sections:

- are legally responsible and accountable to the PCA Board of Trustees
- are bound by the PCA constitution (a legal document)
- may appoint a representative to the PCA Board of Trustees
- may have their own committees and bank accounts as agreed by the Board
- cannot operate or independently negotiate with external bodies without Board approval
- may enjoy the full benefits of being part of PCA under its charitable status.
- funds in Section bank accounts and Section equipment and resources are used for the purpose of Section activities but remain the legal property of PCA.

Note 10 - Tangible Fixed Assets

	Fixtures & Fittings	Equipment	Total
At 1 Jan 22	£ 7,442	£ 3,491	£ 10,933
Additions	£ -	£ 629	£ 629
Depreciation	<u>£ (1,861)</u>	<u>£ (1,030)</u>	<u>£ (2,891)</u>
At 31 Dec 22	<u>£ 5,581</u>	<u>£ 3,090</u>	<u>£ 8,671</u>

Note 11 - Stocks

Stocks	£	50
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Note 12 - Miscellaneous Debtors

Trade Debtors	£	176
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Note 13 - Accruals and Creditors

Trade Creditors	£	965
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Note 14 - Other Information

- The fund does not have any material commitments not provided for in the accounts
- The fund has not given any guarantees to any third party that could be called on at the year end.
- The fund has not granted any loans.
- The fund did not make any ex gratia payments during the year.

Declarations

- The Trustees have not changed the year end date nor the length of the fund's financial year.
- All the fund's operations are continuing operations and no operations have been discontinued.
- No funds are in deficit.
- The fund has no marketable intangible assets
- None of the funds functional assets have been revalued during the year and the fund does not have a policy of revaluation of these assets.
- The fund has no material fixed assets which have not been capitalised and included in the Balance Sheet.
- None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity. There have been no transactions with trustees or related parties.
- The company has no liability for corporation tax as it is a Charitable Incorporated Organisation (CIO).
- The charity is controlled by the trustees.

Note 15 - Grants received

Grants received during the year were as follows:

Andy Pandy Preschool - Early Years Funding 2yrs	£	14,304
Andy Pandy Preschool - Early Years Funding 3-4yrs	£	58,420
Andy Pandy Preschool - EYE underspend 20/21	£	1,137
Andy Pandy Preschool - HCC Pupil Premium	£	883
Andy Pandy Preschool - HCC Disability Access Fund	£	1,112
Andy Pandy Preschool - HCC SEN Grant	£	3,120
Andy Pandy Preschool - HCC Discretionary Funding	£	376
Hampshire County Council Councillor (R Price) Devolved funds	£	1,000
Asda Foundation Community Grant	£	900
Fareham Borough Council - Local Restrictions Omicron Grant	£	4,000
Fareham Borough Council - Retail, Hospitality & Leisure Business Reopen Grant	£	12,000
HCC Connect4Communities Pantry grant	£	23,040
Kenwood Community Fund	£	7,000
Neighbourly Community Fund	£	100
	£	<u>127,393</u>

Independent Examiner's Report to the Trustees of the Portchester and District Community Association CIO

I report on the accounts of the Charity for the year ended 31 December 2022.

Respective responsibilities of trustees and examiner

As the charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination; I confirm that 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 the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than in any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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



P A Nicholls MBE MAAT
5 Nursery Road
Havant
Hants PO9 3BG

5 April 2023

PCA would like to say 'Thank you' to all funders and partners for their invaluable support.



Portchester Community Association CIO

2 New Parade, West Street, Portchester, Fareham,

Hampshire, PO16 9UY

Telephone: 02392210048

Email: admin@portchesterca.org.uk

Website: www.portchesterca.org.uk

Registered Charity No. 1154548

PORTCHESTER & DISTRICT COMMUNITY ASSOCIATION CIO

England & Wales - Charity number 1154548

Accounts



Portchester & District Community Association CIO

Annual Report 2021

Portchester Community Association CIO

2 New Parade, West Street, Portchester,
Fareham, Hampshire, PO16 9UY

Telephone: 023 9221 0048

Email: admin@portchesterca.org.uk

Website: www.portchesterca.org.uk

Charity Number: 1154548

Where volunteers make it happen

Governance and Workforce

Volunteers

Once again, volunteers are at the centre of PCA and bring with them huge goodwill and energy. We have welcomed new volunteers this year to PCA, as well as said goodbye to some long standing volunteers. People volunteer for PCA in many ways, each person is valued for their contribution to the Association and their dedication to PCA.

Acknowledgments

PCA wishes to thank the many voluntary, community and faith groups which it has worked with during 2021 across Portchester, Fareham and beyond. Thank you also to the local traders, our funders and donors, officers and members of the local authorities who have supported PCA. Most of all huge thanks goes to the local people of Portchester who have supported the Association throughout the Year.

Trustees

One of our valued Trustees, Jean Kelly stepped down from the Trustee board of PCA in May. Jean has a new role in the community. She had been a volunteer at PCA for over 14 years, and will be sadly missed. We Thank her for her support and wish her every success for the future. Bronwyn Kirk also stepped down from the Board in December, although she has continued to give up her valuable time as a volunteer, running 3rd Friday and Primetime groups, Bronwyn also supports the Craft Group with their fundraising efforts.

Staff and Andy Pandy Preschool

During 2021 we were delighted to welcome in November, a new Admin Support staff member, Hollie Ming following Wendy Pyatt's departure from PCA. Hollie brings with her a great work ethic, and will be an asset to PCA in the coming years. Cheryl Coleman continues in her role as Manager of PCA. Unfortunately, after many years with Andy Pandy Preschool, Sophie Madgwick left to take up a new role in a preschool closer to home. We thank her for all of her dedication and hard work, and wish her well and every success in her new position. After a period of change in personnel within the Preschool, we look forward to the coming year with optimism that the setting will be as successful as it has been in previous years.

Sadly, we lost members of our Association during 2021. Den Hawksworth passed away in July 2021 he gave a huge amount of his time to PCA, his outlook on life and energy was infectious to all who knew him. Maureen Raven also sadly passed away in April 2021, a fantastic volunteer and member of the craft and fundraising groups, she was so knowledgeable when it came to plants and gave her time to fundraising for PCA. Lillian Long and Ellis Norrell, who were members of our lunch club also passed away during 2021.

They will all be sadly missed by everyone within Portchester Community Association.

Report from the Board of Trustees'

Annual review for Portchester and District Community Association CIO

The Portchester Community Association's New Year started after the Christmas break in January 2021 still in COVID lockdown. The book shop was shut again, and all our groups and activities cancelled. Andy Pandy pre school was open for key workers and any vulnerable children.

All the staff were working as a team and pulled together to keep the Hub going. We were still cooking and delivering meals out to the community 5 days a week. Preschool staff covered some of the administrative tasks, manning the telephone, delivering meals with our community volunteers. All the staff were assisting the Hub to maintain and support the community through this very difficult time. Our chef Adey, who had cooked all the meals last year decided to move on in February and Adrian Walter stepped in to cook the meals Monday to Thursday with June Wilson one of our volunteers cooking on Friday's. Each week over 100 meals were provided to the community.

We introduced a "click and collect" book service, selling books through our Ebay shop and Facebook marketplace. After a slow start, the word soon spread and we soon found this was a very successful enterprise bringing in much needed revenue.

Support grants were received from the Local Retail, Hospitality and Covid fund and Asda Feeding Communities grant.

Portchester Community Association CIO were granted approval from HMRC to claim Gift Aid on donations. We were also recognised by Paypal as having charitable status, which means we fall into their "Giving Fund" and we are charged no fees for using Paypal. We also enrolled with the Fareham Lottery which is organised by "One Community" Tickets cost £1.00 per week. Supporters choose a cause and PCA get 40p from each ticket sold.

During the COVID restrictions Art Class continued with online art tutorials that could be watched at home and completed work displayed within the Art Group's online Facebook page. This has all been set up by Gerry and Jean Kelly and has been very successful.

Preschool staff completed online training sessions covering a variety of subjects: Wellbeing, SENCO, safeguarding and allergens due to the change in the law with "Natasha's Law" coming into force. All lunch club volunteers, and staff members also completed training to comply with this change.

Report from the Board of Trustees' continued.

We were contacted by Tim Houghton – CEO of *Community First* in March to set up and run a “*Community Pantry*” at the Hub with funding from the Local Authority. The food bank moved into the Hub in April with the new community Pantry opening at the Hub at the end of April. Working with HCC Connect 4 Communities, slow cookers were distributed to families who joined the Food Pantry and veterans from AFC Portchester raised over £1000 which was transferred to PCA bank account, to be used to purchase food for the Pantry.

The Bookshop finally reopened its doors in April and we welcomed back our group of volunteers to manage it.

The meal service to the community stopped in June having delivered over 7,500 meals. Lunch club restarted again, with all attending in “bubbles of six”. A slow and tentative start, but so good to see and catch up with our friends. We had received many thank you cards for the services we had provided including the delivery of prescriptions. What a team the Hub staff and volunteers were. Cards and gifts were given to all our volunteer drivers from our “customers” as well as PCA to thank them for their brilliant efforts.

The Trustee Board unanimously agreed that we would hold the Gala on September 18th and not June subject to COVID restrictions. This proved a huge success.

The Craft group had continued to work at home during COVID restrictions continuing with various “crafty projects”. The group took part in the “Jumble Trail” held all around Portchester and continued each month during the summer, outside the Hub selling bric-a-brac and plants. A Craft Fair was held in November along with the Macmillan Coffee Morning.

In September Andy Pandy Preschool welcomed new children to the setting. As is a preschool tradition, a Nativity performance was given by the Children in front of family and friends which was held at the Methodist Church. A raffle raised much needed funds for resources with prizes donated by local businesses.

The St. Mary’s Churchyard Restoration project finally started in May, which was the 3rd time we had tried to start, but Covid-19 had intervened. With restrictions relaxed we could meet up outside with our volunteers (19) who are so full of enthusiasm, keen to get hands on and have some fun after months of being in lock down. During the summer months “open days” will be held, to see what has been achieved and what the long term aims are. The project is in its final stage and has been completed by a very loyal team of volunteers and not a penny spent. A true case of “*where volunteers make it happen*”

The Remembrance event was held again this year, with volunteers from PCA marshalling the Event, and the Christmas Tree Lights event again resumed this year. After a year away from these community events, it was great to see normality again. Local schools and performing arts groups made the event a success once more, with lots of the local community attending the switch on of the Christmas tree.

Kate Tame
Chairperson



Andy Pandy Preschool

We started the year with Preschool fairly busy after returning from the Christmas break, numbers were increasing as children were gradually returning to the setting. Staff undertook various training courses such as wellbeing training. We celebrated world book day as in previous years, with the children given an opportunity to dress up as their favourite character.

We celebrated Mother's Day, although in a different way than we usually do. All the children sang a song which was videoed and shared with all our lovely Mum's on our Facebook page. By March most of the children were back in the setting, and all settled back in well. We had the chicks in, and all the children thoroughly enjoyed learning about the life cycle, they love to watch the chicks grow once they've hatched, but are sad to see them go back to the farm after a couple of weeks!



Paige left us in April to join another setting, but we welcomed Jodie back to Andy Pandy's after a few years away. Next up was learning about the life cycle of a butterfly which the children all love to learn about, and which they all enjoy when it's time to let the butterflies fly free!

By June, numbers had increased with lots of interest for September for new starters. We had lots of training to do as the EYFS was changing in September, hopefully with more time to spend learning with the children and less paperwork to do!

We held an open day in July for parents of the school leavers with a small celebration on the day, showcasing the achievements their children had made during their time with us. This was a very enjoyable day, although very different to previous years. Although, we still managed to hold our annual end of term trip to Paulton's Park, with of course some Covid restrictions still in place.



During the summer break, numbers of children attending the setting were very low so staff used up their holidays and did lots of training and cleaning! ready for the new term to begin.

We welcomed new children to Andy Pandy's with the start of a new preschool year in September, we also started up our cookery lessons which the children really seemed to enjoy and we had some lovely feedback from our parents!

Andy Pandy Preschool Continued

We were very sad to say goodbye to Sophie Madgwick, preschool Manager who had been at Andy Pandy's for many years. Sophie left to take up another position with a preschool closer to her home, but she will be missed by staff, children and their parents. Chelsea took up the position of Manager with a new part time member of staff, Emma starting with us alongside more bank staff.

We celebrated lots of different cultures and their celebrations, such as Diwali with lots of food tasting and creative sessions, towards the end of the year. Some of the children from Preschool placed a wreath on the memorial in the Precinct on Remembrance Day, and designed their own crosses and decorated poppies.



In December we decorated our preschool for Christmas, had a Christmas lunch cooked by June and Pam, and even a visit by Father Christmas (who may have been the local butcher!) who handed out Christmas presents to the children. By the end of a challenging year, we held our annual Nativity Play with parents and family invited to join us at the Methodist Church. A raffle was held, with lots of prizes donated by local businesses. We even managed to source a signed Portsmouth FC shirt which was auctioned off to raise much needed funds for new resources.

Andy Pandy Preschool Team



Art Class

Prior to the Covid Pandemic, the Art Class members met in the meeting room at the Hub during term time on Saturday mornings.

As we were not able to meet during Covid lockdown, our tutor, Gerry Kelly, put video lessons onto our Facebook page every week. We all worked on these at home using mostly acrylic and watercolour with occasional pencil sketches. When completed we posted our pieces on the group Facebook page so that we could all critique them and Gerry could advise us.



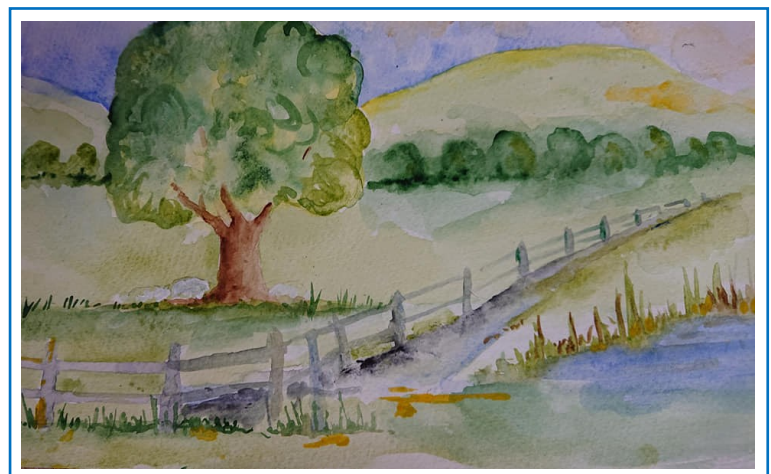
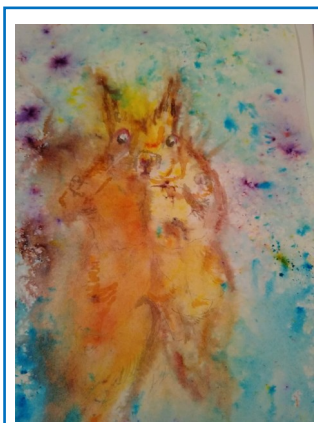
When Covid restrictions were lifted a little, we were able to meet in the Methodist Church Hall on Saturday afternoons. Our first class commenced on Saturday 22nd May, we were all thrilled to be back under one roof and enjoying a chat whilst participating in the class. As we had the use of a large room, we were able to space the tables apart and we retained wearing masks unless we were seated. It was good to be back and meet with the group, albeit in changed circumstances! Gerry's wife, Jean, facilitated the classes providing tea, coffee and cake! We worked on portraits, landscapes, seascapes, perspective, movement and action, calligraphy, to name but a few. Gerry often provided slide shows giving instruction as well demonstrating different techniques via a laptop and screen or a flip chart. He always oversaw our work, offering advice and guidance.

On one occasion, when we were not able to use the hall, we met at Jean and Gerry's house for a very pleasant afternoon chatting and working on our art. As more pubs and restaurants opened up and, taking the appropriate advised precautions, we all met for a very enjoyable Christmas dinner at the Delme Arms in Fareham on 11th December which also marked the end of term.

We were all looking forward to lessons resuming in the New Year.

Pamela Wayman

PCA Trustee and Art Class Member



PCA Craft Group

The year started in lockdown but luckily the craft group was not idle. We were still able to be creative and make things at home. We decided to knit children's jumpers and cardigans for children in poverty stricken villages in South Bulgaria. All the jumpers and cardigans were donated to 'Light for Bulgaria'. It was great to be able to help others in need even if we were all in lockdown at home.



We also held a competition during lockdown to keep us all busy. We decided to make fridge magnets which we all enjoyed. The competition was judged by Cheryl when we returned back to our normal Tuesday group. Doreen Lawrence won the competition with a colourful magnet with all things crafty on it. It was a very hard competition to judge as all the magnets were very different and all very well made.

Thankfully we were able to restart the group meetings on the 25th May in the Methodist Church every Tuesday from 2pm to 4pm. After returning from lockdown we decided to change the group name, it was put to all the members and we came up with PCA Craft Group.

When we returned, the first thing we decided to make as a group, were dog pulls for the RSPCA. We then made Snow Flakes with beads and plenty of cards using iris folding, tea bag folding and flowers from toilet paper.



As a group we thought it would be a nice idea to make flower pots. We used 2 different pots, one had a face painted on it and the other a body. When we put them together in the afternoon they all looked quite spooky when they were finished.

For Christmas we made decorations for the children of Andy Pandy. We also painted bottles and put LED lights into the bottle which looked good as decoration.

As you can see the Craft Group enjoy the time we have together. We have plenty of chat, tea and biscuits. Some afternoons we just do our own projects and exchange ideas. We are very pleased to be able to resume our weekly group.

Margaret Gilmore (Trustee) & Joan Searle (Volunteer)

Fundraising

After a very quiet start to the year for fundraising, we were finally able to host a plant sale and bric-a-brac outside the hub on Saturday 5th June. We had various plants and items for sale and made a total of £119. We continued to hold our sales throughout the year and made a total of £788. Thank you to everyone who helped out and donated items for the sales.

Thankfully the Gala got the go ahead this year and we were able to have a stall in the craft tent selling lots of hand crafted items.

On Saturday 27th November we held a Christmas fair and Macmillan coffee morning at the back of the Hub, in the Preschool. Although it was a wet and windy day we all had good spirits and still managed to raise some money. All the money raised throughout the year goes back into the organisation.



Sadly Maureen who helped with fundraising passed away in April. Six years ago a group of gardeners in PIP set up a PIP gardeners team and not only do we volunteer at Wicor School, we have helped the Scouts to achieve their Garden Badge, we have helped a group of teenagers to achieve their Citizenship award and helped with the Queen's Celebration— "Clean for the Queen". We dug and cleared the plots in the Portchester car park. Maureen enjoyed her gardening and was very knowledgeable about plants. Maureen always ran the plant stall when we had a Craft Fair.

Margaret & Joan (Fundraising Sub-committee)

3rd Friday Club

The year began for this club on 18th June 2021 with a film about the Keukenhof Gardens in the Netherlands which is famous for its tulip festival. This was very popular as many of the group have been to the festival and enjoyed the memories the film brought back. People were happy to be out meeting friends now too after the months of lockdowns and restrictions. We followed this with a very interesting talk on foraging for food by Gillian Edom, a lady who has written books on the many uses of nettles. Quite a few members went home determined to look for edible weeds at home!

Country Markets told us about the psychology of shopping and how they source their produce for sale and a representative from the Hants & IOW Wildlife Trust gave an insight into the varied work they do locally to help the ecology.

Possibly our most fun evening was in November when we met at the Crofton Pub for a skittles evening. Fortunately, no-one accidentally threw themselves after the ball although a couple did come close! We had two great games of skittles, assisted by Aidan Snell who valiantly stood up all the pins every time someone knocked them down, even when the next wooden ball was already hurtling down the alley! We all agreed it was definitely a job for a younger person and we were grateful that he was there! The meal at half time was excellent and we had a really good evening. We will certainly be repeating this outing at some point.

Sadly, our planned Christmas party had to be cancelled due to dreadful weather and more cases of Covid but the silly games we were going to play will be held over for Christmas 2022.

Bronwyn Kirk (Volunteer & Leader of 3rd Friday Club)

Primetime

With Community groups being allowed to meet in larger numbers from May 2021, following the onset of the Pandemic, it seemed an opportune time to combine the PIP and the Darby & Joan groups into one larger group and we decided to call it Primetime.

Our first meeting was on May 26th and we started with an easy quiz, time to chat over tea and a game of Bingo. Everyone was just happy to be out with some company doing something “normal”. Then we went from strength to strength with talks on subjects ranging from Nick’s cruise to the Northern lights, memoirs of a retired actor/director, the story of romance between two people in the Navy during the war and memories of his days on the Royal Yacht by Ellis Norrell, Britain's longest serving Royal Yachtsman.

A delightful 1940s afternoon tea was prepared for us by Margaret Gillmore & Joan Searle with 40s music and lots of ladies wearing good old fashioned turbans.

At our official birthday party we were entertained by Jigsaw, a musical duo featuring 1960s songs. Later, Doorstep Entertainment had the whole group laughing until they cried and singing their hearts out with a trip down memory lane to the old music hall days and Portchester Community Choir came along to sing with the group and get them up doing actions. There was a fun games afternoon with quoits, indoor Kurling, bean bag toss, cards, dominoes and even a crazy golf course.



The year was rounded off perfectly with a Christmas party including a buffet, secret Santa and Christmas songs from the Pompey Pluckers. All in all a very successful 8 months with lots of laughs and lots of good company for people who had experienced a frightening period of isolation for quite a while.

Bronwyn Kirk (Volunteer & Leader of Primetime)



Lunch Club

2021 was a year of change for the Lunch Club, Adey, who had worked tirelessly during lockdown, producing meals to be delivered to housebound and vulnerable people sadly left us, and Adrian took charge of the kitchen. June was also standing in on Fridays to cook everyone Fish and Chips. We continued the delivery service until restrictions eased. During the whole period of delivering meals we delivered an amazing total of 7502 to local elderly residents of our community. Thank you to all of our brilliant volunteer delivery drivers!

During our delivery service we enjoyed a few special occasions, one was Easter. We delivered Fish and Chips along with beautiful spring flowers donated by Jane and Iain at The Flower Studio and Easter eggs kindly donated by Julie Sexton. Everyone loved the special gesture and it kept spirits high during a difficult time.



When we finally got the good news about restrictions easing, we were able to hold our first Wednesday Lunch Club on 23rd June. Due to new rules and social distancing we were unable to hold the weekly group in the Hub, as there just wasn't enough space. Luckily enough we were able to obtain a lovely, light, airy room in the Methodist Church, where we could space the tables out and comply with the new regulations. It was arranged to seat four people per table, with everyone keeping to their own tables, they were asked to wear masks when moving about, and not to intermingle too much. These arrangements were not greeted with universal delight, but it meant we could have these gatherings without running the risk of being fined for breaking the rules. We also had use of the kitchen, and when inspected once more received a hygiene rating of 5 from the local Authority.

Lunch Club Continued

Unfortunately, when we recommenced we were missing some familiar faces, Cynthia Martin, Maureen Raven, and Florrie Rowling sadly passed away, and were all sorely missed, However we have had some new friends join, so our numbers are still much the same.

Towards the end of the year we made the decision to introduce a new Monday Lunch Club which started on Monday 1st November. Some of our regular Wednesday members have joined us and the numbers are slowly increasing.



We try to have a varied menu, and have asked if there are any dishes they would particularly like. Liver and Onions and Fish and chips seem to be high on their want list, with cottage pie always welcome. Special dishes are prepared for the ones who are vegetarian and we cater for different allergies and portion sizes.

The year was brought to a close in December with a Christmas Lunch much enjoyed by everyone. We celebrated by having a full turkey dinner with all the trimmings kindly funded by McCarthy and Stone, Christmas crackers and presents kindly donated by Home Instead. We hope everyone enjoyed their dinner and ended the year on a positive note.

June Wilson (Volunteer)



Portchester Petanque Club

Despite not being able to keep the show on the road for a lot of 2021, there were some encouraging activities taking place that have showed the enthusiasm of a lot of our members.

On the local scene, for 3 months we managed to run regular but limited sessions at the terrain for those that were not vulnerable or shielding which on the whole amounted to around 30 of our membership in total.



At the beginning of the year three of our members, Andy, Bill and myself attended Coaching Courses, which we all passed and this was put to good use on Tuesday evenings with around ten taking part.

As mentioned previously, we kept sessions going for some of the time but this would not have been possible without the excellent condition of the terrain and its surround. A special thankyou to Trudy who kept you all up to date with news and events that effected all. No excuse for anyone not knowing what is going on!

On the financial front, Andy kept an eye on our finance, which is pretty stable, thanks mainly to many of our members paying their Membership Fees without complaint to help us to be in a strong position. Some wondered why this was necessary. In fact the truth was this money subsidised the losses due to lack of our money making events such as competitions, etc. Social Events were almost non existent, but I am glad to say that we are now getting back to something like normal under Trudy's direction.

Thanks go to our committee who have all responded to a lot of additional demands throughout the year. For the first time our AGM was held successfully using "Teams". It is good to see that a lot of our members have adapted well to this type of communication, such as Zoom, and other forms of Social Media to keep in touch with family and friends, so it is not entirely new.

On the whole then, the Petanque Club is in a healthy state and continuing to provide healthy exercise and competition.

Nick Hall

(Chairman of Portchester Petanque)



New Age Kurling

PCA's Kurling Group meet at Portchester Community Centre, each Thursday afternoon, where the venue is excellent. As Kurling is an indoor sport activity, we can play all year round. Even in the depths of winter!

Following the severe restrictions during the pandemic, we were unable to meet until August 2021. We regrouped, recruited some new members to the extent we needed to add an extra lane and target! We became fully booked each week for most of the remaining year.

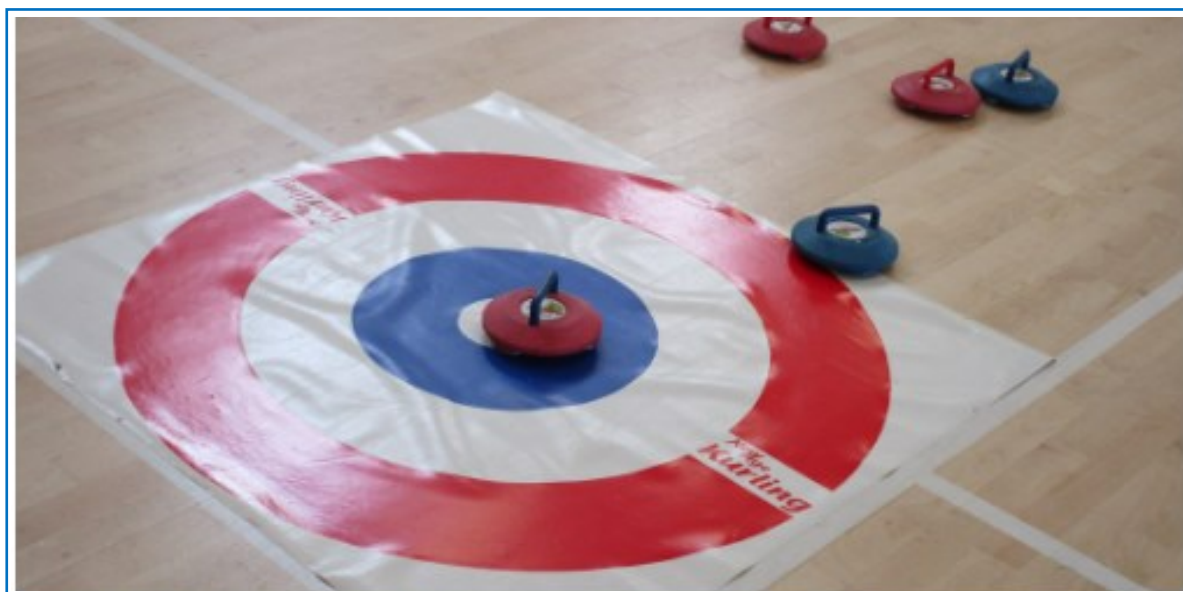
Members enjoy the friendly, yet competitive atmosphere and frequently support each other and celebrate good moves. There is a diversity of ages within our membership. The group also enjoys the social side of things when teams stop for refreshments. The banter regarding winners versus losers is often a subject of great discussion! Now settled back into a routine the group works as a team setting up the session and packing away equipment at the end of play.

We were fortunate to receive funding from Councillor Roger Price's Devolved funds, when our Kurling stones needed new ball bearings. We had been using the same equipment since the group began over 10 years ago, and the bearings had become quite rusty! We also had enough left from the funding to purchase some new targets.

We hope to continue our friendly approach to this "up and coming" sport which requires very little skill but a lot of enthusiasm! All with the opportunity to make new friends along the way with like minded people.

Hazel Flahey

(New Age Kurling section leader)



The Hub

After a two week break over the Christmas period, we returned to the Hub at the beginning of January, with a new year to look forward too, only to be in another lockdown!

The bookshop remained closed, all the groups had all ceased but behind the shop front we were all very busy. The meal deliveries had resumed into the New Year. Time was taken up with the logistics of meal delivery rounds, who would go where and in what order.

The click and collect books service proved very popular, with regular customers telephoning in with enquires. We also sold a lot of books via Ebay and marketplace.

A thorough cleaning of the bookshop was carried out in preparation for reopening. During those many weeks at the start of the year, we carried on in our own "little bubble" inside the Hub and thankfully none of us succumbed to Covid!



The Government announced that we would be able to reopen on 12th April, which did not come soon enough! It was lovely that people could come back into the Hub, although I am sure the volunteers in the bookshop did not appreciate that the front door had to remain open as part of the guidelines. The spring weather was cold and very windy, with the door open, with us all sat inside in our coats!



Continued..

The Hub Continued

As the year progressed , we have seen a huge swell in the numbers of people who come into the Hub, not just to browse and buy books but for the general help and advice we are able to give on a daily basis. The Hub, during this year really has become a Community Hub – especially with the addition of Woodsy's Pantry.

In November, I was joined in the office by Hollie. She has had to learn a lot about the Voluntary sector, but has been a huge help – especially utilising her graphics degree, designing all of our leaflets.

In December it was lovely to have our AGM reflecting on 2020, actually in person. Members of our groups, Volunteers and Trustees all gathered in the Hub for our meeting. We combined this with our Volunteers Christmas party, where a glass (of something a little bit alcoholic) and nibbles were laid on. An enjoyable evening to thank everyone for all their hard work!

We have been joined during 2021 by many new volunteers, and along with existing volunteers, they have all given so much time to the Hub during the year. Without this “little band of volunteers” I for one, would not be able to keep up with the workload. I thank each and everyone of them for the endless cups of tea they make me, the support they give, and their time and for putting up with my bossing them about!

Cheryl Coleman (Community Hub Manager)



Some of our new Volunteers!

In the Community

Portchester's Remembrance Service

After last year, when Portchester's Remembrance Service was unable to go ahead due to the Covid-19 Lockdown, the annual Saturday Remembrance event was held in Portchester Precinct. PCA, as in previous years provided the marshals for the Parade. The service was attended by Fareham MP Suella Braverman, Roger Price HCC Councillor, local FBC councillors, representatives from the Armed services, Police and Fire Brigade all laying wreaths at the memorial in the Precinct. Portchester Community Choir sang a selection of fitting songs. TS Tenacity Band marched the parade through the Precinct followed by local scout groups, brownies, guides and Service Veterans. The service was once again very well attended by the local community.



St Mary's Churchyard Project

Due to start in 2019 but due Covid this was postponed and finally started in May 2021. During the lockdown the work began on the churchyard database at home.

There are a total of 2464 names recorded in the database dating from 1600. When the Covid restrictions allowed we were able to access the churchyard but we had to be locked into the castle ground!



In May 2021 our group of 12 volunteers finally managed to gather in the churchyard and start the task of recording all the information from the headstones that we could read. We were all allocated a section of the churchyard to collect the information from. This took many months working in pairs or on our own. There was no time scale to complete this.

All the information collected helped update the master database and for further research to take place for the church archive. There are 11,470 individual files in 1,790 folders containing newspaper cuttings, death registration, burial records, census records, headstone/gravestone photographs and more.

The volunteers were asked at the start of the project: What will you enjoy while volunteering?

“Meeting friends and other volunteers, knowing that we all share a keen interest in the project and local history”, “Helping those who are looking for relatives in the future”, “Recording history for posterity”, “To be part of a process that recovers lost information”.

This project did not require any funding and should be completed by September 2022.

Kate Tame

Christmas Lights

Once again the Christmas Light switch on event was held in Portchester Precinct, after a year's absence in 2020.

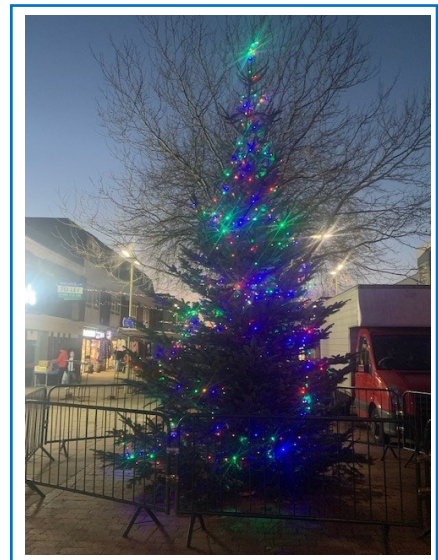
The evening was opened by Pompey Legend, Alan Knight MBE switching on the Christmas tree and lights and Reverend Ian Meredith presiding over the evening so well. The event was attended by local schools and local community performing arts groups. Trinity Ensemble also played Christmas tunes to the waiting crowds.



The assembled crowd were treated to performances of Christmas carols from Castle Primary School, Red Barn Primary School, and Portchester Community Choir. Also, with dance routines from Cams Hill School and performances from Chloe's Theatre Arts and Portchester Youth Theatre.

The evening ended with a rousing rendition of "We Wish You A Merry Christmas" led by Portchester Community Choir and joined in by everyone who came on the evening.

Many thanks go to the volunteers collecting with buckets for next year's Christmas tree fund, and the volunteers from PCA for marshalling the event. Also special thanks to Amanda and her husband from Solent Shoes for help with putting up the lights and also to volunteers from Portchester Petanque for styling the Christmas tree so well! This is always a great community event with lots of Christmas Spirit around the Precinct!



Portchester Gala

After the cancellation of the Gala in 2020, decisions needed to be made whether we would be able to even hold a Gala in 2021 because of The Covid restrictions and lockdown. The decision was made, we would go ahead and organise the Gala in September when hopefully restrictions would be eased enough for us to go ahead with the Event. The Gala takes many months to plan, so permissions were put into the Council, with fingers crossed we would be able to go ahead with it.



Once all restrictions were lifted in June 2021, it was full steam ahead for Saturday 18th September for Portchester Gala. Volunteers stepped up selling raffle tickets and going around the local traders for raffle prizes, arena performances were booked and stall holders signed up. With nobody really knowing if the Gala would bring people out, especially as the decision was made not to hold a parade, we all carried on hurriedly planning the day! The event was superseded the week before by BBC's Antiques Roadshow, which I'm sure gave English Heritage lots of stress with the two events "back to back".



As in previous years, Lee Matthew's Funfair was there on the Saturday although, with a reduced amount of rides. The classic cars were there on the day in much larger numbers than ever before, mostly thanks to advertising the event to local classic car groups in the area. We had 52 stall holders on the day, many of the local community groups who have attended the Gala before but also some new stalls. Go-Geek events provided some much loved characters, who wandered around the grounds entertaining children, with stormtroopers or Elsa from Frozen happily posing for selfies!

We once again had a fun dog show run by Russell from The Academy of Modern Canine Behaviour & Training, which was very popular. The arena performances got underway with the official opening by Rev Ian Meredith, followed by Harbour Pipes and Drums who are a local group. They were followed by Fit & Funky, who are always great fun and get everyone around them involved. Local group TS Tenacity NTC band performed as well as Everyone Active Gymnastics group. They were followed by a thrilling display from Luna Acrobatics and then a family story in the arena with Unicorn School.

Continued..

Portchester Gala Continued

Once again we had a Craft tent with “crafty” people showing their skills off, and new for this year a cake competition was held, with a category for adults and children. Organised by Bron Kirk and judged by Alan Simpson from The Carpet Gallery and Cath Murphy, representing The Box Youth Club who both thoroughly enjoyed the tasting!

Once again the first prize in the raffle was £250 donated by Castle Estate Agents with the winning ticket – 0001 ! a strange, stroke of luck for the lady who bought the ticket who told me she would never win with that ticket number! The raffle was very successful again, with proceeds used to fund the Christmas tree in the Precinct and the Christmas light switch on event.



Suffice to say the Gala was a massive success, with huge crowds turning up! The weather was glorious which always helps, and it was the first event held in such a long time after the lockdowns where people could get out and enjoy such a long held tradition.

People came from far and wide, not just locally (mainly due to the publicising of our event by the Dog show) that at one point in the afternoon, all roads leading into Castle Street were gridlocked with visitors to the Gala in their cars!

A huge thanks to the volunteers who helped on the day, with raffle ticket selling, litter picking and generally running around to make the day a huge success. Special thanks must go to Simon (former meal delivery driver) and my long suffering husband and family members who dealt admirably with car park duties, (certainly not an easy task!) Also thank you to the 3rd Portchester Scouts who erected all of our tents and marquees, they carried out a sterling job in near darkness to get them all up and taken down again (as the Gala was later in the year, the days were shorter!)



Cheryl Coleman (Community Hub Manager)

Woodsy's Pantry

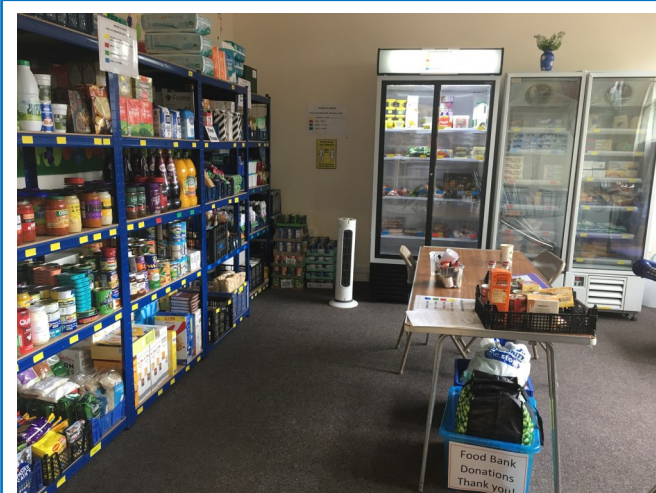
During the initial lockdown in 2020 a foodbank was set up at AFC Portchester, which was the idea of Steve Woods (Life President of AFC). Run by Julie Sexton, the foodbank helped many people of Portchester who were struggling during that time. Once the space was needed at AFC Portchester, the foodbank moved to Portchester Methodist Church and was renamed PMC Foodbank. After some months, Julie needed a new home for the Foodbank. This coincided with a phone call from the CEO of Community First, Tim Houghton.

A community organisation was needed within the Fareham Borough to start up and run a Community Pantry, which was to be initially funded through the Connect 4 Communities Support Grant. And so Woodsy's Pantry was founded, the name in memorial of Steve Woods who sadly passed away.



Opening initially as a foodbank in March, then fully operational as a Community Pantry in April. The start up tasks were made up of a long list of equipment purchases, form filling and moving everything over. The immense job of sourcing display freezers and fridges, which was not easily achieved due to Covid and shortages with manufacturers due to Brexit, as well as hundreds of other Pantries starting up Countrywide, all looking to buy the same things! Eventually, two freezers and a very large fridge were delivered to the Hub, next task was getting them into the building! Thanks go to a couple of burly helpers from Iceland. Next on the list was the racking used as storage for the tins and packets, of which there were many. The people of Portchester were very generous, and once we were open there was a very well stocked community pantry.

Woodsy's Pantry capably managed by Julie Sexton and a team of committed volunteers, opens three mornings a week (Monday, Wednesday & Friday's) initially with a few members, then from word of mouth the numbers increased dramatically. The pantry provides support to those within the local community who might otherwise be struggling to buy basic food. It runs as a subsidised shop, where there is no embarrassment or shame attached, just friendly



Woodsy's Pantry Continued

The Community Pantry has also been supported by advisors from Citizen's Advice Bureau who are on hand once a week (on Wednesday's) outside the Hub, to help anyone from the Community with help and advice.



The pantry has benefited from generous support financially from a sponsored walk carried out by veterans of AFC Portchester. Also Bill and Barbara Wright, residents of Portchester who decorate their house in Christmas lights and collect donations of behalf of their chosen Charity, which for two years has been the Foodbank and Pantry. We have also received many, many financial donations from members of the local community, without whose support the Pantry would struggle to provide the provision of food to the increased numbers of people using it, as well as grants from other organisations. On behalf of everyone connected to Woodsy's Community Pantry, a huge thank you to everyone who has made a difference to those struggling in difficult times that we all might face at some point.

Cheryl Coleman (Community Hub Manager)

Treasurers Report 2021

Introduction

Once again, the years outcome was influenced by restrictions placed upon us by Covid! Taking this into account however, it turned out to be quite a good year financially. Income has been fairly stable in all areas of the Association.

Reserves Policy

The Reserves Policy that was successful during 2020 has continued with results maintained as follows on:

Unrestricted reserves representing the prior 3 months expenditure, the loss on realisation of any fixed assets and any additional contractual liabilities.

Designated reserves to accumulate funds for specific purposes continue to be held for their intended purposes and kept under review by the Board from time to time.

Restricted reserves funds have not been fully expended. No additional reserves will be established at this time for restricted projects.

Despite intermittent restrictions we still achieved a trading revenue, although reduced compared to previous years, to a figure of £29,800. This has been achieved with the following factors in mind:

Income

Section Activities	Increased by £3,000
Andy Pandy Preschool	Decreased by £3,000
Woodsy's Pantry	New Income of £20,000
Restricted and Designated Funds	Stable.

Other sources of income came from a) sale of books £8,500 b) Rent of Flat £7,500

Overall increase in Income amounted to £16,000

General Funds. Increased Slightly to £9,000

TOTAL INCOME including General Funds £202,000

Expenditure

Over the year the major rise in expenditure was within Andy Pandy by £3,000

The overall increase in expenditure amounted to £30,000

TOTAL EXPENDITURE including General Funds £171,000

BALANCE £215,000

Continued..

Treasurers Report 2021 Continued

There was little or no change to Restricted Funds

The figures indicate that the Staff and Volunteers have dealt admirably with the 2nd year of disruption and uncertainty which looks to be slowly receding.

Preschool is being run as well as can be expected and numbers have gradually built up almost to Pre Covid levels.

Government Grants have now reduced considerably, although the Hub has now taken on board a Project known as “Woodsy’s Pantry” which has been subsidised with a grant from HCC, Connect4Communities.

Staff morale has been tested at times during the year, but all should be proud of their achievements throughout a very demanding time.

Thanks go to the local community for the ongoing support at the Hub. A huge thank you goes to all the volunteers who give up their time, without hesitation, and with no monetary reimbursement and without whom there would be no Community Association.

Financially, PCA appears to have a stable forecast for the future.

● *Nick Hall*

● *(PCA Treasurer)*

Portchester and District Community Association CIO

Legal and administrative information

Portchester and District Community Association (Charity registration number 1154548) constitution dated November 2013 that requires the Association to be managed by a Board of Trustees who are appointed each year at the Annual General Meeting by a ballot of the members. Members are individuals of over 18 years of age who have paid the appropriate PCA subscription.

The Charity's managing Trustees during the period ended 31st December 2021 or appointed since are:

Kate Tame	Chair
Gerry Kelly	Vice Chair
Pamela Wayman	Hon Secretary
Nick Hall	Treasurer

Other Trustees:

- Jean Kelly
- Paula-May Houghton-Clarke
- Margaret Gilmore
- Bron Kirk

Managerial Staff

Cheryl Coleman
Accounts Manager

Sophie Madgewick (Until 31st October)
Andy Pandy Manager

Advisers:

Community First—Fareham

Local Authority Representatives

Cllr R.H Price—Hampshire County Council

ADDRESS: 2 New Parade, 38 West Street, Portchester, Fareham, Hampshire, PO16 9UY

BANKERS: Lloyds TSB Plc, 43 West Street, Fareham, Hampshire

Portchester and District Community Association CIO

Report of the Trustees

For the year ended 31 December 2021

Reference and Administrative Information

Charity Registration Number	1154548
Principal Address	2 New Parade 38 West Street Portchester Fareham Hampshire PO16 9UY
Trustees	Nicolas Hall Pamela Wayman John Gerrard Kelly Jean Kelly (Until 7th August 2021) Margaret Gilmore Bronwyn Kirk (Until 10th December 2021) Paula-May Houghton-Clarke (Until 17th March 2021) Kate Tame (Chair)
Senior Management	Cheryl Coleman

Objects of the Charity

The objects of the Portchester and District Community Association are:

- to promote the benefit for the inhabitants of the area of benefit without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory 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 for the said inhabitants;
- to establish, or secure the establishment of, a community centre and/or other community premises, and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the objects;
- to promote such other charitable purposes as may from time to time be determined.

The charity is non-party in politics and non-sectarian in religion. The area of benefit is Portchester and the surrounding neighbourhoods.

The annual review which forms part of the Trustees Annual Report to the Charity Commission shows the activities

Trustees Responsibilities in Relation to the Financial Statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and under United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which gives a true and fair view of the state of the affairs of the charity and the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination may differ from legislation in other jurisdictions.

Approved by the Board and signed on its behalf by:

A handwritten signature in black ink that reads "Kate Tame". The signature is written in a cursive style with a horizontal line above the name.

Kate Tame
Chair

15 August 2022

Independent Examiner's Report to the Trustees of the Portchester and District Community Association CIO

I report on the accounts of the Charity for the year ended 31 December 2021.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) 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 2011 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 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 for 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 statement below.

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 the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than in 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.



P A Nicholls MBE MAAT
5 Nursery Road
Havant
Hants PO9 3BG
15 August 2022

Portchester and District Community Association CIO

Charity Registration Number 1154548

BALANCE SHEET

31-Dec-21

		<u>UNRESTRICTED</u>		<u>RESTRICTED</u>		<u>TOTAL</u>	
	<i>Note</i>	<u>FUNDS</u>		<u>FUNDS</u>		<u>FUNDS</u>	
<u>ASSETS</u>							
<u>Fixed Assets</u>							
Property	10	£	10,933	£	-	£	10,933
Total Fixed Assets		£	10,933	£	-	£	10,933
<u>Current Assets</u>							
Stocks	11	£	50	£	-	£	50
Debtors and prepayments	12	£	654	£	-	£	654
Bank Accounts		£	197,217	£	8,029	£	205,246
Total Current Assets		£	197,921	£	8,029	£	205,950
 <u>LIABILITIES</u>							
<u>Current Liabilities</u>							
Creditors	13	£	1,468	£	-	£	1,468
Total Current Liabilities		£	1,468	£	-	£	1,468
Net Current Assets		£	196,453	£	8,029	£	204,482
Net Assets		£	207,386	£	8,029	£	215,415

31-Dec-20

For the year ended 2021 the company was entitled to exemption from audit under section 477(2) of the Companies Act 2006.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibility for:

- (i) Ensuring the company keeps accounting records which comply with Section 386 and
- (ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its profit and loss for the financial year in accordance with Section 393, and which otherwise comply with the requirements of the Companies Act relating to the accounts, so far as applicable to the Company.

Approved by the Board on 15 Aug 2022

Signed on their behalf by



C Coleman

Portchester and District Community Association CIO

STATEMENT OF FINANCIAL ACTIVITIES

For year ended 31 Dec 21

Note

	<u>2021</u>			<u>2020</u>
Income from:	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	
	<u>Funds</u>	<u>Funds</u>		
Donations & Grants	£ 59,751	£	£ 59,751	£ 37,113
Charitable Activities	£ 126,181	£ 16	£ 126,197	£ 134,290
Other Trading Activities	£ 16,301	£	£ 16,301	£ 14,204
Total Income	2 £ 202,233	£ 16	£ 202,249	£ 185,607
 Expenditure on				
Raising Funds	£ 6,952	£ -	£ 6,952	£ 6,619
Charitable Activities	£ 200,188	£ 4	£ 200,191	£ 134,865
Total Expenditure	3 £ 207,140	£ 4	£ 207,144	£ 141,484
Net Gain or Loss	£ (4,908)	£ 13	£ (4,895)	£ 44,123
 Net Movement in Funds	 £ (4,908)	 £ 13	 £ (4,895)	 £ 44,123
Total Funds brought forward	£ 220,310	£ -	£ 220,310	£ 176,187
Total Funds carried forward	£ 215,402	£ 13	£ 215,415	£ 220,310

Movement on all reserves and all recognised gains and losses are shown above.

All of the organisation's operations are classed as continuing.

Portchester and District Community Association CIO

Notes to the Accounts dated 31 December 2021

Note 1 - Accounting policies

a. Basis of Preparation

The financial statements are prepared under the historic cost convention (as modified by the revaluation of fixed asset investments) and in accordance with applicable accounting standards: Charities Act 2021 and Charities Statement of Recommended Practice 2019.

b. Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are funds which are to be used in accordance with specific instructions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

c. Assets

Tangible fixed assets are stated at cost or valuation less depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost or valuation, less their residual value, over their expected useful lives on the following basis:

Fixtures and fittings	25% Reducing balance
Equipment	25% Reducing Balance

d. Income

i) Donations are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the donation or grant and it is reasonably certain that it will be received and the value can be measured with sufficient reliability.

ii) Income from fund raising is reported gross in the SOFA.

iii) Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. Income from grants, including capital grants, is included in income when these are receivable except as follows:

a) when donors specify that grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

b) when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, it is deferred and not included in income until the preconditions for use have been met.

When donors specify that grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in the income of restricted funds when receivable.

iv) Gifts in Kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in Kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in Kind for use by the charity are included in the SOFA as income when receivable. No amounts are included in the financial statements for services donated by volunteers but their value is described in the trustees' annual report.

v) Donated services and facilities are only recognised when sold, as it is impractical to measure the fair value of donated goods.

vi) No material items of deferred income has been included in the accounts.

e. Expenditure and liabilities

- i) Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure and the amount can be measured with reasonable certainty.
- ii) All expenditure is accounted for on an accruals basis
- iii) Support costs are allocated between governance and other support costs. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. Support costs include central functions and have been allocated to Sections and other projects on a basis consistent with the use of resources, in particular core staff time.

f. Changes to Accounting Policies and Previous Year Accountants

There has been no change in the accounting policies since last year and no changes to the previous year accounts.

Note 2 - Income

<u>Donations</u>	<u>2021</u>			<u>2020</u>
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>All Funds</u>
	<u>Funds</u>	<u>Funds</u>		
Donations and Gifts	£ 4,504	£ -	£ 4,504	£ 2,213
Grants	£ 55,247	£ -	£ 55,247	£ 34,900
	<u>£ 59,751</u>	<u>£ -</u>	<u>£ 59,751</u>	<u>£ 37,113</u>
<u>Charitable Activities</u>				
Portchester Hub	£ 3,629	£ -	£ 3,629	£ 2,910
Section Activities	£ 13,366	£ -	£ 13,366	£ 18,399
Andy Pandy Preschool	£ 97,591	£ -	£ 97,591	£ 110,562
Projects	£ 11,594	£ 16	£ 11,610	£ 2,419
	<u>£ 126,181</u>	<u>£ 16</u>	<u>£ 126,197</u>	<u>£ 134,290</u>
<u>Other Trading Activities</u>				
Sale of Donated Books	£ 8,528	£ -	£ 8,528	£ 6,331
Rent of Flat	£ 7,625	£ -	£ 7,625	£ 7,863
Sale of Port Rem Books	£ 148	£ -	£ 148	£ 10
	<u>£ 16,301</u>	<u>£ -</u>	<u>£ 16,301</u>	<u>£ 14,204</u>
Total Income	<u>£ 202,233</u>	<u>£ 16</u>	<u>£ 202,249</u>	<u>£ 185,607</u>

Note 3 - Expenditure

<u>Charitable Activities</u>	<u>2021</u>			<u>2020</u>
Portchester Hub	£ 32,866	£ -	£ 32,866	£ 31,991
Section Activities	£ 13,113	£ -	£ 13,113	£ 12,781
Andy Pandy Pre School	£ 100,566	£ -	£ 100,566	£ 88,203
Projects	£ 53,643	£ 4	£ 53,647	£ 1,890
	<u>£ 200,188</u>	<u>£ 4</u>	<u>£ 200,191</u>	<u>£ 134,865</u>
<u>Fundraising Costs</u>				
Rent and Maintenance	£ 6,952	£ -	£ 6,952	£ 6,619
Total Expenditure	<u>£ 207,140</u>	<u>£ 4</u>	<u>£ 207,144</u>	<u>£ 141,484</u>

Note 4 - Analysis of expenditure on Charitable Activities

	<u>Activities</u>	<u>Support</u>	<u>Total</u>	<u>Total</u>
	<u>undertaken</u>	<u>Costs</u>	<u>2021</u>	<u>2020</u>
	<u>directly</u>			
Portchester Hub	£ 27,597	£ 5,269	£ 32,866	£ 31,991
Section Activities	£ 7,799	£ 5,314	£ 13,113	£ 12,781
Andy Pandy Preschool	£ 87,393	£ 13,173	£ 100,566	£ 88,203
Projects	£ 50,079	£ 3,564	£ 53,643	£ 1,890
	<u>£ 172,868</u>	<u>£ 27,320</u>	<u>£ 200,188</u>	<u>£ 134,865</u>

Note 5 - Support Costs

	<u>Portchester</u>	<u>Section</u>	<u>Andy Pandy</u>	<u>Projects</u>	<u>Projects</u>	<u>Total</u>
	<u>Hub</u>	<u>Activities</u>	<u>PreSchool</u>	<u>Restricted</u>	<u>Designated</u>	
Governance	£ 132	£ 144	£ 330	£ -	£ 54	£ 660
Premises	£ 2,100	£ 1,575	£ 5,251	£ -	£ 1,576	£ 10,502
Utilities	£ 1,299	£ 1,949	£ 3,248	£ -	£ 975	£ 7,471
Depreciation	£ 729	£ 546	£ 1,823	£ -	£ 547	£ 3,645
Staff	£ 1,009	£ 1,100	£ 2,522	£ -	£ 413	£ 5,044
Total	<u>£ 5,269</u>	<u>£ 5,314</u>	<u>£ 13,173</u>	<u>£ -</u>	<u>£ 3,564</u>	<u>£ 27,321</u>

Note 6 - Paid Employees

	<u>2021</u>	<u>2020</u>
Salaries and Wages	£ 84,261	£ 72,012
Employees NI Contributions	£ 857	£ 1,155
Pensions*	£ 1,371	£ 1,615
	<u>£ 86,489</u>	<u>£ 74,782</u>

No employee received benefits of more than £60,000

The average number of employees during the years was 7 (2020: 7)

*The charity operates a defined benefit contribution pension scheme.

Note 7 - Statement of Funds.

	<u>1 Jan 21</u>	<u>Income</u>	<u>Expenditure</u>	<u>31 Dec 21</u>
Designated Funds				
Building Fund	£ 38,975	£ -	£ (38,975)	£ -
Gala	£ 7,152	£ 6,171	£ (5,680)	£ 7,643
Outreach Projects	£ 3,091	£ -	£ -	£ 3,091
Lunch Club	£ 10,438	£ 2,776	£ (2,700)	£ 10,513
Woodsy's Pantry	£ -	£ 33,068	£ (10,740)	£ 22,328
Total	<u>£ 59,656</u>	<u>£ 42,014</u>	<u>£ (58,095)</u>	<u>£ 43,575</u>
Section Funds				
Art Group	£ 1,360	£ 981	£ (758)	£ 1,583
Badminton Club	£ 921	£ 70	£ (70)	£ 921
Family & Community Learning	£ 4,049	£ -	£ (49)	£ 4,000
New Age Kurling Club	£ 402	£ 1,376	£ (1,200)	£ 578
Craft Group	£ 537	£ 702	£ (652)	£ 587
Petanque Club	£ 2,314	£ 2,897	£ (1,961)	£ 3,250
Andy Pandy Preschool	£ 99,911	£ 98,168	£ (100,592)	£ 97,487
Fundraising Activities	£ 3,712	£ 788	£ (150)	£ 4,350
DDay Portchester Remembered	£ 105	£ 148	£ -	£ 253
Primetime	£ 780	£ 1,113	£ (873)	£ 1,019
3rd Friday Club	£ 164	£ 430	£ (422)	£ 172
Lunch Deliveries	£ 11,505	£ 7,038	£ (6,977)	£ 11,566
Total	<u>£ 125,760</u>	<u>£ 113,710</u>	<u>£ (113,704)</u>	<u>£ 125,765</u>
General Funds	£ 26,866	£ 46,509	£ (35,341)	£ 38,034
Total Unrestricted Funds	£ 212,282	£ 202,233	£ (207,140)	£ 207,374
Restricted Funds				
Apprenticeship	£ 70	£ -	£ -	£ 70
Garden Furniture	£ 201	£ -	£ -	£ 201
Toy Library	£ 3,417	£ 16	£ (4)	£ 3,430
Defrillator	£ 73	£ -	£ -	£ 73
Emergency Planning	£ 4,268	£ -	£ -	£ 4,268
Total Restricted Funds	<u>£ 8,029</u>	<u>£ 16</u>	<u>£ (4)</u>	<u>£ 8,042</u>
Total Funds	<u>£ 220,311</u>	<u>£ 202,249</u>	<u>£ (207,144)</u>	<u>£ 215,415</u>

Note 8 - Analysis of Net Assets Between Funds

	<u>Unrestricted</u> <u>(incl Designated)</u>	<u>Restricted</u>	<u>Total Funds</u>
Fixed Assets	£ 10,933	£ -	£ 10,933
Current Assets	£ 197,921	£ 8,029	£ 205,950
Current Liabilities	£ (1,468)	£ -	£ (1,468)
Total Net Assets	<u>£ 207,386</u>	<u>£ 8,029</u>	<u>£ 215,415</u>

Note 9 - Designated Funds and Section Funds

Building Fund - This was a fund created to reflect the value of the lease of 2 New Parade in order to enable the appropriate amortization of that lease. However, as the lease is an "operating lease" and not a "finance lease", this fund has been closed.

Gala Fund - This fund has been created to contribute towards meeting the costs of the annual Portchester Gala.

Outreach Projects - This is a fund created in order to contribute to the costs and seed-funding of new outreach projects.

Woodsy's Pantry - This fund has been created to operate a Community Pantry within the Association to provide the local community with an affordable food source.

Section Funds:

The section previously known as Paradise in Portchester has been renamed PCA Craft Group to reflect the groups change in activity.

The section previously known as Darby & Joan has been renamed Primetime to reflect the members of this group's preference.

A section is a specific interest, club or activity group operating under the auspices of PCA. All sections:

- are legally responsible and accountable to the PCA Board of Trustees
- are bound by the PCA constitution (a legal document)
- may appoint a representative to the PCA Board of Trustees
- may have their own committees and bank accounts as agreed by the Board
- cannot operate or independently negotiate with external bodies without Board approval
- may enjoy the full benefits of being part of PCA under its charitable status.
- funds in Section bank accounts and Section equipment and resources are used for the purpose of Section activities but remain the legal property of PCA.

Note 10 - Tangible Fixed Assets

	<u>Land &</u> <u>Buildings</u>	<u>Fixtures &</u> <u>Fittings</u>	<u>Equipment</u>	<u>Total</u>
At 1 Jan 21	£ 34,523	£ 7,796	£ 3,514	£ 45,833
Additions	£ -	£ 2,127	£ 1,140	£ 3,267
Depreciation	<u>£ (34,523)</u>	<u>£ (2,481)</u>	<u>£ (1,163)</u>	<u>£ (38,167)</u>
At 31 Dec 21	<u>£ -</u>	<u>£ 7,442</u>	<u>£ 3,491</u>	<u>£ 10,933</u>

Note 11 - Stocks

Stock £ 50

Note 12 - Miscellaneous Debtors

Trade Debtors £ 654

Note 13 - Accruals and Creditors

Trade Creditors £ 1,468

Note 14 - Other Information

- a. The fund does not have any material commitments not provided for in the accounts
- b. The fund has not given any guarantees to any third party that could be called on at the year end.
- c. The fund has not granted any loans.
- d. The fund did not make any ex gratia payments during the year.

Declarations

- a. The Trustees have not changed the year end date nor the length of the fund's financial year.
- b. All the fund's operations are continuing operations and no operations have been discontinued.
- c. No funds are in deficit.
- d. The fund has no marketable intangible assets
- e. None of the funds functional assets have been revalued during the year and the fund does not have a policy of revaluation of these assets.
- f. The fund has no material fixed assets which have not been capitalised and included in the Balance Sheet.
- g. None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity. There have been no transactions with trustees or related parties.
- h. The company has no liability for corporation tax as it is a registered charity (CIO)
- i. The charity is controlled by the trustees.

Note 15 - Grants received

Grants received during the year were as follows:

Andy Pandy Preschool - Early Years Funding 2yrs	£ 16,174
Andy Pandy Preschool - Early Years Funding 3-4yrs	£ 58,607
Andy Pandy Preschool - HCC Pupil Premium	£ 1,366
Andy Pandy Preschool - HCC Disability Access Fund	£ 2,945
Andy Pandy Preschool - HCC PPE Grant	£ 110
Andy Pandy Preschool - HCC Vulnerable Child funding	£ 100
Hampshire County Council Food Voucher Scheme	£ 828
Hampshire County Council Councillor (R Price) Devolved funds	£ 740
Asda Foundation Community Grant	£ 900
Fareham Borough Council - Retail, Hospitality & Leisure closure grant	£ 12,857
Fareham Borough Council - Retail, Hospitality & Leisure Business reopen grant	£ 12,000
HCC Connect4Communities Pantry grant (FBC)	£ 12,000
HCC Connect4Communities Pantry grant	£ 15,100
McCarthy Stone Community Fund	£ 500
Neighbourly Community Fund	£ 150
Groundworks Community Fund	£ 1,000
	<u>£ 135,377</u>

PCA would like to say 'Thank you' to all funders and partners for their invaluable support.



Portchester Community Association CIO

2 New Parade, West Street, Portchester, Fareham,
Hampshire, PO16 9UY

Telephone: 02392210048

Email: admin@portchesterca.org.uk

Website: www.portchesterca.org.uk

Registered Charity No. 1154548

PORTCHESTER & DISTRICT COMMUNITY ASSOCIATION CIO

England & Wales - Charity number 1154548

Accounts



Portchester & District Community Association CIO

Annual Report 2020

Portchester Community Association CIO

2 New Parade, West Street, Portchester,
Fareham,

Hampshire, PO16 9UY

Telephone: 023 9221 0048

Email: admin@portchesterca.org.uk

Website: www.portchesterca.org.uk

Registered Charity No. 1154548

Where volunteers make it happen

Governance and Workforce

Volunteers

This year more than ever before, volunteers are at the core of PCA and bring with them enthusiasm, goodwill and energy. In previous years we thank retiring volunteers and welcome new ones at our AGM. Unfortunately, this year because of Covid restrictions our AGM was held remotely via teams. People volunteer at PCA in many ways, great and small according to their ability, interest and availability—each person is different but all are valued. We thank them for all they do and for their dedication to PCA.

Acknowledgments

PCA wishes to thank the many voluntary, community and faith groups with which it worked during 2020 across Portchester, Fareham and beyond: Local traders, our funders and donors, those officers and members of local authorities who have supported us in what has been a challenging year. Most of all our sincere thanks go to all the local people of Portchester who have provided advice, help, good ideas and kept us in good spirits and have touched us with their kindness during this year. We thank you all.

Trustees

The board of Trustees has retained the same number of valued people during 2020, with the hope that we will be able to welcome new dedicated individuals in the coming year.

Staff & Andy Pandy Preschool

During 2020 we were delighted that a previous bank staff member, Kelly Gould joined the preschool as a Part time member of staff. Cheryl Coleman continues in her role as Manager of PCA, and was thrilled that Wendy Pyatt after volunteering during the lockdown months with PCA, re-joined us at the end of the year as Admin Support staff member. With her enthusiasm and work ethic she will be an asset to PCA in the coming years. Unfortunately, Fay and Clare both left Andy Pandy preschool in March, and we wish them every success for the future. Sophie continues brilliantly in her role as Preschool Manager and is supported by Shanice as Preschool Supervisor.

Work Placements

Hannah Linge continued with her work experience placement from Fareham College, but due to lockdown restrictions was unable to join us in the Hub for many, many months of the year. Her contribution to the Hub in using her flair for design in updating our leaflets has been valuable.

Report from the Board of Trustees'

Annual review for Portchester and District Community Association CIO

In the first three months of the year we were all looking forward to building on to the very successful 2019 at Portchester Community Association CIO.

With getting to know our new groups and clubs, planning all the annual events the Gala, Christmas light switch on and how we can expand our ability in providing the community with further support and welcoming new members and volunteers to PCA.

Pre-school had a full agenda of events and activities planned for the children and parents were looking forward to welcoming new children and their parents to our pre-school.

Our very successful crafty group were planning all their activities for the year including craft sales, summer events and fund raising for PCA.

Our popular badminton club held at Portchester Community Centre was looking forward to possibly holding a 2nd class each week.

The Petanque club were also looking ahead to another packed and eventful year.

All our groups and clubs were looking to the future and widening our capabilities.

- This all came to an abrupt stop in March 2020 with the cancellation of all our activities, groups, events and the shop had to close due to the devastating effect that Covid-19 was having on our population in this country and across the world.
- Most of our members were classed as high risk so daily life became very challenging and going out was not recommended.

PCA manager Cheryl Coleman was able to bridge this gap with providing a hot meal for those who required this and the service was opened up to anyone in our local community.

The meals were delivered by a core group of volunteers from our community and the flexibility of all our own staff.

A new service was introduced for the community collecting and delivering prescriptions. This was not just a meals and prescription service but provided an opportunity for a short social event and a wellbeing check for each person visited.

These meals were cooked by our volunteer chef Adey in our small kitchen as we were not able to secure a larger, empty venue to support this vital service.

At the end of the year over 4,800 meals had been cooked and delivered in the community. Adey our volunteer chef cooked every meal by himself, keeping the standard extremely high and this service was much enjoyed by all.

The board of trustees learnt new skills when they had to call our meetings via "Teams" using our internet skill or in this case lack of skills. This tested the patience of Cheryl with many phone calls from the trustees who couldn't "log on".

Report from the Board of Trustees'

Annual review for Portchester and District Community Association CIO

PCA's motto is "Where Volunteers make it Happen" and they certainly did!

We, the Board of Trustees have no words that can ever "say thank you" enough to our staff who as a team worked throughout, with some working 7 days a week and who also gave a lot of their own time including enlisting family members as volunteers to support Portchester Community Association CIO and the local community in this exceptional year.

A big thank you must also go out to all from the local community and across the world who kept on supporting us throughout the year, both mentally and financially and for the many "Thank You" cards we received.

Kate Tame

Chair, on behalf of the Board of Trustees

Portchester Community Association CIO



Andy Pandy Preschool



We started off in January 2020 with **37** children on our roll. Getting straight stuck into learning after the Christmas break, we learnt about winter and what happens during these months, explored space themes and various planets and of course celebrated 'Chinese new year' and 'Valentine's day'.

As in previous years we celebrated world book day, by holding a dress up day for the children and the staff too.

The children seemed to enjoy their continuous learning once a week about healthy eating and we were well underway with our weekly cookery sessions. Parents were giving feedback that children were trying new foods they had never tried before at home too!

In March 2020 we celebrated Mother's day by holding an afternoon tea for all of our lovely Mummy's and invited them in to share the lovely achievements their child had made and sing some songs.

We explored 'life cycles' as always, the 'Life Cycle of a chick' being our favourite and the life cycle of a tadpole too. This was a new one for us and very interesting! We sadly only had the chicks for a very short time as lockdown was rapidly upon us.

We were very saddened by the country going into lock down from 23rd March



2020 but we managed to stay open for those who were vulnerable and for key workers only! To keep everyone safe most families de-



ecided to stay at home. We went from having **26** on our busiest day to between 1 or 2 children daily.

All staff and children were adapting to the new changes, teaching the children hygiene routines, washing hands songs, and talking about the coronavirus in an age appropriate way. Of course we know children are very inquisitive and always asking questions.

Cheryl, PCA manager held the fort together by providing meals for the elderly within the community, so we as a setting got the children involved by sending out crafts such as poems, cards and flowers to the elderly who were having meals delivered. As you can imagine they were delighted with their goodies!

I took up the role of coordinating the daily delivery lists, manned the telephones and made daily visits to the local chemists collecting the prescriptions. Preschool staff also helped take out meals and prescriptions. More than ever before, staff came together during what was a very challenging time.

Cont.....



From 1st June 2020, we were given the go ahead to invite more children back to setting. We were over the moon with this and couldn't wait to welcome the children back. Not all families decided to return, however those who returned were separated into two bubbles! We focused on children's feelings, emotions, talking about these and addressing them as they settled back into group. Andy Pandy's even learnt a song about Boris Johnson and hand washing which we were all singing on a daily basis.

Sadly, we weren't able to have a teddy bears picnic, those school leavers who did return had a small party within their bubble only, in the setting. We said a farewell to **24** school leavers at the end of the summer term.

Numbers were steady for September 2020 with only 13 children on our roll, but soon picked up with new starters. We all worked hard on preparing for the return of the children and the adaptations in place.

The Christmas Nativity also wasn't held this year due to Coronavirus restrictions, this is traditionally a big event and we always have a lot of parents and relatives who want to attend! This however, didn't stop us learning about and celebrating Christmas and getting creative with our Christmas crafts!

The Christmas party was also a bit different this year, we made the most of it by having party food for the last day rather than a Christmas lunch. With a special virtual visit from Father Christmas, a very different but lovely end to a challenging year at Andy Pandy's.



Art Class

The Covid-19 pandemic forced the Art class to stop meeting face to face as it did for every other group up and down the country. However, I thought that art might be something that people needed during a time of extreme stress and isolation. As soon as the lockdown came into force we opened up a Facebook page: Facebook/PortchesterArt.

Each week I recorded a short lesson giving a demonstration of an art technique. At first the videos were very raw recorded on a handheld phone with the images jumping all over the screen. After a tutorial with a technician who knew what they were doing I was able to use a new system to record much better lessons. By the end of the year over 60 different videos had gone out. Class members posted their own pictures on the Facebook page and commented on each other's work.

At the start of 2020 I had between 15 and 20 class members, as the year progressed the number taking part in lessons rose to over 60. Although all of these lessons were free and provided no income for the association, members have told me that in many ways they made life a lot easier during the difficult times.



Gerry Kelly—Group leader/Trustee

3rd Friday Club

Having taken on the Greenfingers Club, a local group which was closing down in 2019, we re-branded the group with a wider focus, moved to a new venue and started the new group, 3rd Friday Club, on 17th January in the Methodist Church Hall.

A good number of members enjoyed a quiz night, ably hosted by Rev Ian Meredith from St Mary's Church. The first evening held was good fun, with lots of laughs, and was followed by a raffle and refreshments.

In February we were lucky enough to have a slide show of beautiful birds, taken by local, amateur photographer, Maurice Oliver. Everyone was astounded at the depth of his knowledge about the birds.

Sadly, there were no further meetings for 2020 due to Covid 19 lockdowns but the group will resume in the new year!!

Paradise in Portchester

The first few months of 2020 saw the group enjoying talks on the Dogs Trust, including a big cuddly dog in attendance, also the Hampshire & IOW Air Ambulance Service came to give a very interesting talk to the group. A local resident, Peter Fassam, shared his memories of his service in the Royal Engineers. Peter talked without slides or notes for an hour about his extremely interesting career.

We were treated to a delicious 1940's afternoon tea prepared with love by Margaret Gillmore and Joan Searle. Everyone loved the return to more delicate days with bone China cups and saucers and tea made in a pot, not to mention the amazing cakes made to 1940's recipes. We will definitely be asking the ladies to repeat that treat in the future!!

Darby and Joan Club

2020 started with a great singalong led by Ruth Knight and Portchester Community Choir. A few technical difficulties with the karaoke machine gave us some laughs too.

We also enjoyed the talks from Dogs Trust and Hampshire & IOW Air Ambulance Service and members who attended both PIP and DJ were surprised to see how each speaker focussed on different aspects of their charities so neither talk was boring.

Claire and the girls from Andy Pandy's preschool brought a small group of children to the club for a Boogie Mites session which had all the ladies joining in, waving scarves in the air and thoroughly enjoying themselves. It's always great to bridge that generation gap and bring out the child in all the adults.



Primetime

At the end of the first lockdown we decided to merge PIP and Darby & Joan clubs into one, larger group. We called it Primetime! It's some prime time to enjoy ourselves and we are in the prime of our lives!!

We held our first get together in our new venue, Portchester Methodist Church Hall, on 7th October with a quiz, lots of chat about how people had coped with the isolation of lockdown, and then a game of Bingo with Nick Hall.

We then watched a very interesting talk with slides on "Tintern Abbey and the Walled Garden" presented by Margaret Gillmore. At the next meeting and had a very lengthy game of Beetle, which was enjoyed immensely!

It was all very different as we all had to wear face masks, sit at least 2m apart and wipe everything in sight with antibacterial wipes. Even the tea and coffee break was unusual as the drinks had to be brought to the ladies, complete with milk and sugar if required!!

Despite all of this everyone seemed to have a great time and it was very sad that we then had to close again for the second lockdown.

Fit and Fun Lunch club and Lunch Deliveries

At the start of the year, Lunch Club resumed with our fantastic and hard working team of Chef Adey helped by volunteers June, Pam, Penny and waitress Sam. Continuing with fresh cooked food which was enjoyed weekly by our members. Maggie was still very popular with her chair based exercises and members taking part in board games and quizzes.

Then at the beginning of March, Lunch Club along with all our other groups had to cease as lockdown was looming due to the Coronavirus pandemic gripping the country!

What could we do to help those elderly members who relied on their weekly lunch..... Of course take out a hot lunch to their homes instead!! During that first week just before lockdown 18 meals were delivered on Lunch club day. The following week lunch was delivered five days a week, then the following week the service was increased to include weekends.

Before long, word spread to other lunch club organisers in the local area who had members who were isolated and would benefit from a hot, fresh meal delivered to their front door. Numbers soon increased to over 30 meals a day being delivered!

In those first few weeks, it was a daily round of shopping (with restrictions in place) delivering meals, telephones ringing in the office, and help was desperately needed! Then came a phone call from a previous member of staff, Wendy Pyatt who was furloughed along with her husband, and then other volunteers got in touch to help! The meal delivery became a slick operation.

With so many meals to cook, a larger oven was desperately needed! Thankfully funding was secured from HIWF emergency covid fund, and Chef Adey could carry on with his hard work and dedication (seven days a week) preparing and cooking meals to be delivered.



Whilst the lunches were much appreciated by the recipients, who by and large lived on their own, the lockdown was taking its toll! The staff and children from Andy Pandy's made cards and pictures which helped brighten the days. Boredom packs were made up of puzzle books, jigsaws, sweets and packs of seeds for the garden and were delivered along with the hot lunches.

After the queues for the local chemist got longer and longer every day, and after a quick chat with the pharmacist, volunteers then took up delivering prescriptions to residents in the local community who were isolating. When residents had stopped shielding at the beginning of August over 700 prescriptions had been delivered!!

All through the summer months as the weather got hotter and hotter, meals continued to be delivered. Numbers decreased as slowly people were able to leave their homes.



By September, our Lunch Club was able to resume, although because of government restrictions a larger space was needed. A move to a larger room in the Methodist Church enabled our members to once again attend Lunch Club. As numbers were limited to 15 people, Lunch club was held 3 days a week and meals continued to be delivered to those who were unable to leave their homes.

After nine weeks, as the Government changed restrictions again, unfortunately Lunch Club was again closed. Meal deliveries increased again as residents once again were told to stay at home.



As the year drew to an end, a delicious Christmas lunch with all the trimmings was cooked by volunteers Adey and June, and along with gifts of a Poinsettia, which was generously donated by The Flower Studio, jigsaws, mince pies, biscuits and sweets were delivered to 32 of our lunch delivery members.

After a year full of challenges, where we had to adapt and find different ways of doing things at PCA, with the hard work and dedication from every one involved over 5,000 meals were delivered to local elderly residents of our Community.....



Some of our brilliant volunteer delivery drivers:

Thank you to Diane Findlater, Chris Bainbridge, Lorna Young, Sue Dixon, Amanda Collins, Penny Mortimer, Kevin & Catherine Murphy, Martine Egan, Simon Smith, Elaine Wheeler, and Amanda Kent.



Crafty PIP Group

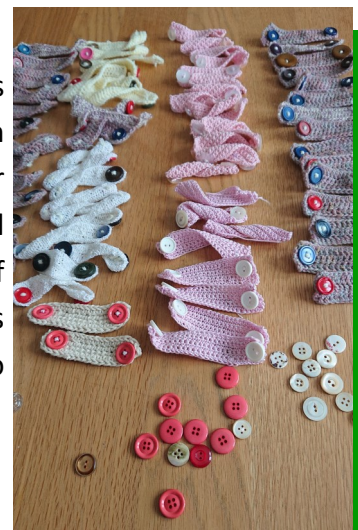
The crafty group started the year making rabbit egg cosies for the children in Andy Pandy's preschool as an easter gift. Unfortunately, we found ourselves in lockdown due to the government restrictions so we had only met a few times.

All our members spent most of 2020 in lockdown, but that didn't stop us from keeping busy! We made headbands for the nurses at QA Hospital. As the nurses were finding it very uncomfortable wearing masks all day, every day!



We also made face masks which were given to the Hub, and once the bookshop was reopened were given in exchange for a donation to customers visiting. They proved very popular with the call going out to our group members to make more! We also made twiddle muffs for dementia patients at QA Hospital, which were collected on behalf of the ward.

Our keen crafters also made bags and toddler knitwear for Meon Valley baby bank. Then our clever knitters got busy knitting small teddy bears for the children of



Andy Pandy Preschool as Christmas presents. In total 90 teddies were made so the extra ones were given to the local food bank who distributed them to children in the community over Christmas.

Fundraising Group

Due to the restrictions in place, unfortunately our Fundraising group has not been able to hold the annual summer and autumn craft fair's this year.

We did however hold a bric-a-brac sale along with our popular plant sale! Setting up our wares outside the Hub, we braved the cold weather and very strong winds to raise £160.00 for the Association.



Portchester Petanque Club

Portchester Petanque Club continued to survive, despite severe restrictions forced upon it by the Covid Pandemic.

Membership was maintained, even though the opportunity to play was severely curtailed. Our Committee kept the club in a good state to return, even though the opportunity only arose over limited periods. We held our regular meetings, having learnt the skills of “Zoom and Teams”. Our AGM was also held via “Teams” and apart from one exception, with a bit of tuition all attendees mastered the art! There was a reasonable attendance which met Quorum requirements.

Work was carried out throughout the year, improving and maintaining facilities, so that we would be ready to recommence the many activities we provide to all people within the community.

Under normal circumstances this would include providing a social meeting point where anyone can be involved at any level from beginners to highly skilled participants. We have continued to keep our large group of Junior players in touch and at the beginning of the year we increased our coaching ability to benefit all members should they desire.

When we were allowed to return for limited periods, meetings were held for limited numbers at a time, 3 times a week as well as opening a coaching session every Tuesday evening, which was greeted with enthusiasm.

One of our League Teams gained promotion but sadly we have not played due to all leagues being curtailed during 2020. We hope to start again during 2021.

In summary then, we are in a good position to recommence providing a valuable contribution to all members of our community, whatever their age or ability.



Nick Hall (Trustee/ Chairman of Petanque Club)

The Hub

This year, more than any other year the Hub has provided the local Community with a place that can offer help, information and valuable support. Although the bookshop was closed for many months, staff were still on hand in the office dealing with enquiries for help. Whether it be collecting an elderly gentleman's hearing aids and taking them to QA hospital for repair, signposting to local support agencies or providing comfort through a little chat on the phone. With help from volunteers we delivered prescriptions, delivered meals and helped in any way we could during a very difficult period of time for many people.

So many cards and generous donations have been received this year which has recognised the important part the Community Association plays in the local community.

Although modifications had to be made to the layout of the bookshop for us to comply with government guidelines on social distancing, the bookshop thankfully opened its doors again on 15th June. Once opened we could see that our residents had been very busy and had spent lockdown decluttering and we received so many donations of books, jigsaws, DVD's and CD's. One day four trolley full of books came in! we have also received many vintage books, which went on sale online or in our bookshop. Thankfully, our helpful volunteers set to work sorting and cleaning! And we have had a very well stocked bookshop since, even introducing a click and collect service when the bookshop had to close once more.



Cheryl Coleman—Hub Manager

Remembrance and Christmas

Due to restrictions the Remembrance parade which is held annually in Portchester could not go ahead, although local dignitary's laid wreaths at the memorial in the Precinct. The Hub also was a drop off point for a community project of over 800 knitted poppies which went on display in the Health Centre—A fitting tribute organised by a local resident!



Christmas was also different this year. As our usual Christmas carols around the tree couldn't take place, a small ceremony turning on the Christmas tree lights by Councillor Roger Price with Reverend Ian Meredith from St Mary's Church blessing the tree. The Gala raffle would usually provide the funds to purchase the tree, but this year thanks must go to Councillor Roger Price who provided a grant from his devolved funds to provide a tree in the precinct. A video made by Wendy, showing behind the scenes and the switch on and Christmas messages from members of the Traders Association was posted online, with thanks going to the volunteers and traders who helped out.



PORTCHESTER AND DISTRICT COMMUNITY ASSOCIATION CIO

LEGAL AND ADMINISTRATIVE INFORMATION

Portchester and District Community Association (charity registration number 1154548) constitution dated November 2013 that requires the Association be managed by a Board of Trustees who are appointed each year at the Annual General Meeting by a ballot of the members. Members are individuals of over 18 years of age who have paid the appropriate PCA subscription.

The Charity's managing Trustees during the period ended 31 December 2020 or appointed since are:

Kate Tame	Chair
Gerry Kelly	Vice Chair
Pamela Wayman	Hon Secretary
Nick Hall	Treasurer

Other Trustees:

- Jean Kelly
- Paula-May Houghton-Clarke
- Margaret Gillmore
- Bron Kirk

Managerial Staff:

- Cheryl Coleman
Accounts Manager
- Sophie Madgewick
Andy Pandy Supervisor

Advisers:

Community First—Fareham

Local Authority Representatives

Cllr R.H Price – Hampshire County Council

ADDRESS: 2 New Parade, 38 West Street, Portchester, Fareham, Hampshire, PO16 9UY

BANKERS: Lloyds TSB Plc, 43 West Street, Fareham, Hampshire

Ways to Beat Coronavirus

- A** Assist your gut and Immune system too,
B is for Beans and Bananas and beating the bug,
and resist giving your family a hug.
- C** is for Covering your mouth and your nose,
you may have the virus, for now, who knows,
D Coupled with C, for Vitamins helping the most.
E is for E-mails and Essential phone calls,
F for the Future when we can get out of these walls.
G for the Good people who all volunteered,
to keep the wheels turning in circumstances weird.
- H** is for Hand washing first and foremost,
also for Home we must stay the most.
- I** for the Immunity for which we all hope,
but testing is dubious. How can we cope.
- J** is for Joy, however conveyed, to help beat,
the boredom, if home we have stayed.
- K** for thrown kisses, the only safe way,
L for Laundering and learning how best to stay.
M for two Meters we must stay apart,
also for music, balm for the heart.
- N** for Number 111 if symptoms persist, a cough
and a temperature, first on the list.
- O** for Occupation of the mind, try that craft,
or hobby which time has denied.
- P** for Personal Protection equipment so much in demand,
Q for our Queen, or the Queue extended in length.
R stands for Register if we need a test,
S for the Sadness for those in eternal rest.
T for the Treatment so caringly given.
- U** is for the Unity of all Nations struck down,
V is for Vaccine, please God will be found,
so many are trying they are all around.
- W** is for washing, all suspect surfaces and hands,
and for Wish that they will all get better,
- X** is for Kisses we can all put on a letter.
Y is for Yoghurt a good thing to eat, also
For Youth whose schooling is so incomplete.
- Z** so we reach Z and Zoo comes to mind,
Food and care for animals they still need to find.
The Zone cordoned off including the beach,
And the Zenith we all hope to reach.



PCA would like to say 'Thank you' all to funders and partners for their invaluable support



Portchester Community Association CIO
2 New Parade, West Street, Portchester, Fareham,
Hampshire, PO16 9UY
Telephone: 023 9221 0048
Email: admin@portchesterca.org.uk
Website: www.portchesterca.org.uk
Registered Charity No. 1154548

Portchester and District Community Association CIO

Report of the Trustees For the year ended 31 December 2020

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity registration number	1154548
Principal address	2 New Parade, 38 West Street Portchester Fareham Hampshire PO16 9UY
Trustees	Nicholas Hall Pamela Wayman John Gerrard Kelly Jean Kelly Margaret Gillmore Bronwyn Kirk Kate Tame (Chair)
Senior Management	Cheryl Coleman

OBJECTS OF THE CHARITY

The objects of the Portchester Community Association are:

- to promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory 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 for the said inhabitants;
- to establish, or secure the establishment of, a community centre and/or other community premises, and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the objects;
- to promote such other charitable purposes as may from time to time be determined.

The charity is non-party in politics and non-sectarian in religion. The area of benefit is Portchester and the surrounding neighbourhoods.

The annual review which forms part of the Trustees Annual Report to the Charity Commission shows the activities that we have carried out throughout the year to achieve these objects.

TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and Under Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Constitution. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Board on and signed on its behalf by:

K Tame

Kate Tame
Chair

6 August 2021

Portchester and District Community Association CIO

**Independent Examiners Report to the Trustees
for the year ended 31 December 2020**

I report on the accounts of the Charity for the year ended 31 December 2020.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) 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 2011 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 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 for 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 statement below.

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 the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than in 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.

P A Nicholls

P A Nicholls MBE MAAT
5 Nursery Road
Havant
Hants PO9 3BG

6 August 2021

Portchester and District Community Association CIO

Statement of Financial Activities
for the year ended 31 December 2020

	Notes	Unrestricted funds £	Restricted income funds £	2020 £	2019 £
Incoming resources					
Income from:					
Donations and legacies	3	2,213	-	2,213	2,031
General Grants	3	34,900	-	34,900	-
Charitable activities	3	134,290	-	134,290	153,033
Other trading activities	3	14,204	-	14,204	14,676
Total		185,607	-	185,607	169,740
Resources expended					
Expenditure on:					
Raising funds	4	6,619	-	6,619	6,291
Charitable activities	4	134,865	-	134,685	145,764
Other		-	-	-	-
Total		141,484	-	141,484	152,055
Net income/(expenditure)		44,123	-	44,123	17,686
Transfers between funds	12	-	-	-	-
Net movement in funds		44,123	-	44,123	17,686
Reconciliation of funds:					
Total funds brought forward	12	176,188	-	176,188	158,502
Total funds carried forward		220,310	-	220,310	176,188

Portchester and District Community Association CIO

Balance Sheet as at 31 December 2020

	Notes	2020 £	2019 £
Fixed assets			
Tangible assets	8	45,833	43,487
		<u>45,833</u>	<u>43,487</u>
Current assets			
Stocks	9	50	50
Debtors	10	61	1,458
Cash at bank and in hand		171,042	137,075
		<u>171,153</u>	<u>138,582</u>
Creditors: Amounts falling due within one year	11	3,324	-5,881
Net current assets		<u>174,477</u>	<u>132,701</u>
Total assets less current liabilities		<u>220,310</u>	<u>176,188</u>
Net assets		<u>220,310</u>	<u>176,188</u>
 The funds of the charity			
Restricted income funds	12	8,029	8,028
Unrestricted income funds	12	212,281	168,160
Total funds		<u>220,310</u>	<u>176,188</u>

These financial statements were approved and authorised for issue by the Board and signed on its behalf by:

N Hall

Nicholas Hall – Treasurer

6 August 2021

Portchester and District Community Association CIO
Notes to the Financial Statements
for the year ended 31 December 2020

1 ACCOUNTING POLICIES

The financial statements are prepared under the historic cost convention and in accordance with applicable accounting standards. Charities Statement of Recommended Practice October 2019 and the provisions of the Charities Act 2011. Significant policies adopted are:

Income

- a. Donations are included in the Statement of Financial Activities (SOFA) when the fund becomes entitled to the donation or grant and it is reasonably certain that it will be received.
- b. Income from fund raising is reported gross in the SOFA.
- c. Intangible income is not included in the accounts.
- d. As it is impractical to measure the fair value of goods donated for resale, the value of donated goods is recognised when they are sold.
- e. Membership subscriptions are recognised as income from charitable activities as they confer benefits

Expenditure and Liabilities

- a. Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure
- b. Governance and support costs - support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. Support costs include central functions and have been allocated to sections and other projects on a basis consistent with the use of resources, in particular core staff time,

Assets

Tangible fixed assets, other than freehold land, are stated at cost or valuation less depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Land and buildings	6% Straight line
Fixtures and fittings	25% Reducing balance
Equipment	25% Reducing balance

2. VOLUNTEERS

The value of voluntary help received is not included in the accounts but is described in the Trustees Annual Report.

3. ANALYSIS OF INCOME

		Unrestricted funds	Restricted income funds	2020 £	2019 £
Donations and legacies:					
	Donations and gifts	2,213	-	2,213	1,111
	General grants	34,900	-	34,900	920
		<u>37,113</u>	<u>-</u>	<u>37,113</u>	<u>2,031</u>
 Charitable activities:					
	Portchester Hub activities	2,910	-	2,910	9,529
	Section activities	18,399	-	18,399	13,758
	Andy Pandy Preschool	110,562	-	110,562	117,317
	Projects - Restricted funds	-	-	-	1
	Projects - Designated funds	2,419	-	2,419	12,428
		<u>134,290</u>	<u>-</u>	<u>134,290</u>	<u>153,033</u>
 Other trading activities:					
	Sale of donated books	6,331	-	6,331	7,111
	Rent of flat	7,863	-	7,863	7,500
	Sale of Port Rem books	10	-	10	65
		<u>14,204</u>	<u>-</u>	<u>14,204</u>	<u>14,676</u>
		<u>185,607</u>	<u>-</u>	<u>185,607</u>	<u>169,740</u>
TOTAL INCOME		<u>185,607</u>	<u>-</u>	<u>185,607</u>	<u>169,740</u>

Portchester and District Community Association CIO
Notes to the Financial Statements
for the year ended 31 December 2020

4. ANALYSIS OF EXPENDITURE

		Unrestricted funds	Restricted Income funds	2020	2019
		£	£	£	£
Expenditure on raising funds:	Rent and maintenance charges	6,619	-	6,619	6,291
		6,619	-	6,619	6,291
Expenditure on charitable activities	Portchester Hub activities	31,991	-	31,991	25,880
	Section activities	12,781	-	12,781	11,853
	Andy Pandy Preschool	88,203	-	88,203	97,002
	Projects - restricted funds	-	-	-	231
	Projects - designated funds	1,890	-	1,890	10,798
		134,865	-	134,865	145,764
TOTAL EXPENDITURE		141,484	-	141,484	152,055

Other information:

Analysis of expenditure on charitable activities		Activities undertaken directly	Support costs	2020	2019
		£	£	£	£
Activity or programme	Portchester Hub activities	26,028	5,963	31,991	25,880
	Section activities	6,273	6,508	12,781	11,853
	Andy Pandy Preschool	73,880	14,323	88,203	97,002
	Projects- Restricted funds	-	-	-	231
	Projects - Designated funds	240	1,650	1,890	10,798
		106,421	28,444	134,865	145,764

Portchester and District Community Association CIO
Notes to the Financial Statements
for the year ended 31 December 2020

Other information:

5. SUPPORT COSTS

	Portchester Hub Activities	Section Activities	Andy Pandy Preschool	Projects - Restricted funds	Projects- Designated funds	Total
	£	£	£	£	£	£
Governance	243	216	546	-	86	1,091
Premises costs	2,429	2,424	5,799	-	745	13,397
Utilities	942	1,126	2,293	-	225	4,586
Depreciation	1,505	1,829	3,700	-	366	7,400
Support staff	844	913	1,986	-	228	3,971
Total	5,963	6,508	14,323	-	1,650	28,444

Support costs relating to Governance and Support Staff Costs are apportioned based on the time by support staff working on each area.

Support costs relating to premises, utilities and depreciation are allocated according to the occupation of space.

6. PAID EMPLOYEES

	2020	2019
	£	£
Salaries and wages	72,012	78,329
Employers NI contributions	1,166	1,560
Pension costs (defined contribution scheme)	1,615	855
Other employee benefits	-	-
	<u>74,794</u>	<u>80,743</u>

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

The average number of employees during the year was 7 (2019:8). All employees were working on charitable activities.

7. DEFINED CONTRIBUTION PENSION SCHEME

The Charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the Charity to the scheme and amounted to £1,615 (2019– £855)

Portchester and District Community Association CIO
Notes to the Financial Statements
for the year ended 31 December 2020

8. TANGIBLE FIXED ASSETS

8.1 Cost

	Other land & buildings	Fixture and fittings	Equipment	Total
	£	£	£	£
at 1 January 2020	51662	26,478	12,879	76,980
Additions	-	8,620	1,127	9,747
at 31 December 2020	51662	35,098	14,006	86,727

8.2 Depreciation

at 1 January 2020	14,039	24,174	9,319	47,532
Depreciation	3,100	2,599	1,701	7,400
at 31 December 2020	17,139	26,773	11,020	54,932

8.3 Net book value

at 1 January 2020	37,623	2,304	3,560	43,487
at 31 December 2020	34,523	7,796	3,514	45,833

Portchester and District Community Association CIO
Notes to the Financial Statements
for the year ended 31 December 2020

9.1 STOCKS AND WORK IN PROGRESS

	2020	2019
	£	£
Stock	50	50
	<u>50</u>	<u>50</u>

10. DEBTORS

	2020	2019
	£	£
Amounts due within one year:		
Trade debtors	<u>61</u>	<u>1,458</u>
	<u>61</u>	<u>1,458</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade creditors	3,324	[5,881]
Accruals	<u>3,324</u>	<u>[5,881]</u>

Portchester and District Community Association CIO
Notes to the Financial Statements
for the year ended 31 December 2020

12. CHARITY FUNDS

12.1 Details of material funds held and movements during the CURRENT reporting period

Unrestricted Funds	Balance as 1 January 2020	Incoming resources	Outgoing resources	Transfers	Balance at 31 December 2020
	£	£	£	£	£
Designated funds					
Building Fund	38,975	-	-	-	38,975
Gala	6,736	832	-416	-	7,152
Outreach Projects	3,091	-	-	-	3,091
Lunch Club	10,326	1,587	-1,475	-	10,438
	59,128	2,419	-1,891		59,656
Section Funds					
Art Group	989	975	-604	-	1,360
Badminton club	712	422	-213	-	921
Family&Community Learning	4,090	-	-41	-	4,049
New Age Kurling club	154	548	-300	-	402
Paradise in Portchester	509	389	-361	-	537
Petanque club	2,094	2,759	-2,539	-	2,314
Andy Pandy Preschool	77,528	110,586	-88,203	-	99,911
Fundraising activities	2,612	1,190	-90	-	3,712
D-Day/Portchester Remembered	95	10	-	-	105
Darby & Joan	675	370	-266	-	779
3 rd Friday Club	-	260	-96	-	164
Lunch Deliveries	-	19,775	-8270	-	11,505
	89,459	137,284	-100,983	-	125,759
General funds	19,573	45,903	-38,610	-	26,866
Total Unrestricted funds	168,159	185,606	-141,484	-	212,281
Restricted funds					
Apprenticeship	70	-	-	-	70
Garden Furniture	201	-	-	-	201
Toy Library	3,417	-	-	-	3,417
Defibrillator	73	-	-	-	73
Emergency Planning	4,268	-	-	-	4,268
	8,029	-	-	-	8,029
Total Funds	176,188	185,606	-141,484	-	220,310

Portchester and District Community Association CIO
Notes to the Financial Statements
for the year ended 31 December 2020

12.2 Details of material funds held and movements during the PREVIOUS reporting period

Unrestricted Funds	Balance as 1 January 2019	Incoming resources	Outgoing resources	Transfers	Balance at 31 December 2019
	£	£	£	£	£
Designated funds					
Building Fund	38,975	-	-	-	38,975
Gala	5,417	8,664	-7,345	-	6,736
Outreach Projects	3,091	-	-	-	3,091
Lunch Club	-	3,974	-3,453	9,805	10,326
	47,483	12,638	-10,798	9,805	59,128
Section Funds					
Art Group	825	1,947	-1,783	-	989
Badminton club	668	1,051	-1,007	-	712
Family&Community Learning	4,650	63	-623	-	4,090
New Age Kurling club	74	1,847	-1,767	-	154
Paradise in Portchester	354	2,254	-2,099	-	509
Petanque club	1,698	4,117	-3,721	-	2,094
Andy Pandy Preschool	56,985	117,545	-97,002	-	77,528
Fundraising activities	1,646	1,343	-377	-	2,612
D-Day/Portchester Remembered	-	65	-	30	95
Darby & Joan	-	1,151	-476	-	675
	66,930	131,383	-108,855	30	89,459
General funds	26,025	25,719	-32,171	-	19,573
Total Unrestricted funds	140,408	169,740	-151,824	9,835	168,159
Restricted funds					
Apprenticeship	70	-	-	-	70
D-Day/Portchester Remembered	30	-	-	-30	-
Garden Furniture	201	-	-	-	201
Lunch Club	9,805	-	-	-9,805	-
Toy Library	3,566	1	-150	-	3,417
Defibrillator	154	-	-81	-	73
Emergency Planning	4,268	-	-	-	4,268
	8,259	1	-231	-9,935	8,029
Total Funds	158,502	169,741	-152,055	-	176,188

Portchester and District Community Association CIO
Notes to the Financial Statements
for the year ended 31 December 2020

12.3 Transfers between funds

There have been no transfer of funds:

12.4 Designated Funds & Section Funds

Building Fund

This is a fund created to reflect the value of the lease of 2 New Parade in order to enable the appropriate amortization of that lease.

Gala Fund

This fund has been created to contribute towards meeting the costs of the Annual Portchester Gala

Outreach Projects

This is a fund created in order to contribute to the costs and seed-funding of new outreach projects.

Section Funds

A new section created "3rd Friday Club", this is a new activity group operating under PCA.

A new section created "Lunch Deliveries" in response to the Coronavirus Pandemic, whereby meals were delivered to elderly residents within the local area.

A Section is a specific interest, club or activity group operating under the auspices of PCA. All Sections:

- are legally responsible and accountable to the PCA Board of Trustees
- are bound by the PCA constitution (a legal document)
- may appoint a representative to the PCA Board of Trustees
- may have their own committees and bank accounts (as agreed by the Board)
- cannot operate or independently negotiate with external bodies without Board approval
- may enjoy the full benefits of being part of PCA under its charitable status
- Funds in Section bank accounts and Section equipment and resources are used for the purpose of Section activities but remain the legal property of PCA

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Tangible Fixed assets	45,833	-	45,833
Net Current Assets	163,124	8,029	171,153
Current Liabilities	3,324	-	3,324
Total Net Assets	212,281	8,029	220,310

Portchester and District Community Association CIO
Notes to the Financial Statements
for the year ended 31 December 2020

14. GRANTS RECEIVED

Grants received during the year were as follows:

£

Andy Pandy Preschool - Early Years funding 2yrs	10,095.36
Andy Pandy Preschool - Early Years funding 3-4yrs	87,403.68
Andy Pandy Preschool - Hampshire County Council Pupil Premium	1,683.28
Andy Pandy Preschool - HCC Disability Access Fund	615.00
Hampshire County Council Food voucher scheme	495.00
Hampshire County Council Councillor (R Price) Devolved funds	1,500.00
HIWCF - Emergency fund	4,000.00
Neighbourly Community Fund	400.00
Sunlife Assurance - Covid 19 fund	2,000.00
Fareham Borough Council - Retail, Hospitality & Leisure closure grant	25,000.00
Fareham Borough Council - Retail, Hospitality & Leisure closure grant	2,000.00

135,192.32

15. Payments to Trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity, there have been no transactions with Trustees or related parties.

Portchester and District Community Association

**Independent Examiners Report to the Trustees
for the year ended 31 December 2020**

I report on the accounts of the Charity for the year ended 31 December 2020.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) 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 2011 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 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 for 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 statement below.

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 the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than in 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.



P A Nicholls MBE MAAT
5 Nursery Road
Havant
Hants PO9 3BG

6 August 2021