



## Trustees' Annual Report for the period

Period start date		Period end date	
From	06 04 2021	To	05 04 2022

### Section A Reference and administration details

Charlty name **SILVER ROAD COMMUNITY CENTRE**

Other names charity is known by

Registered charity number (If any) **1155827**

Charity's princpal address **Silver Road Community Centre**

**Silver Road**

**Norwich**

**Postcode NR3 4TB**

#### Names of the charity trustees who manage the charity

	Trustee name	Office (If any)	Dates acted If not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Chelsie Gambell			
2	Irina Buchan	Chair		
3	Robert Cherrill	Treasurer	Appointed 03/08/2023	
4	Ben Carroll		Appointed 27/05/2021/ Resigned 27/07/2023	
5	Paula Watts		Appointed 04/09/2022	
6	June Gage		Appointed 04/09/2022	
7	Clare Carson		Appointed 04/09/2022	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted If not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

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

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document  
(eg. trust deed, constitution)

Constitution

How the charity is constituted  
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods  
(eg. appointed by, elected by)

Elected by Trustees Every trustee must be appointed by a resolution passed at a properly convened meeting of the charity trustees.

**Additional governance issues (Optional Information)**

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

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

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## Section C Objectives and activities

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

The objects of the CIO are to further or benefit the residents of Sewell Ward, Norwich, and the surrounding areas, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving the conditions of life for the residents.

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

The Aim of the group shall be to take ownership or to lease the Silver Road Community Centre to ensure that the rooms are open to the public and are managed in a manner which maximises social benefits in the local community.

Activities provided at the Centre include Zumba, Zumba Gold, Acro Yoga, Free Carers Yoga, Silver Moments Café, Community Fridge, Pack Lunches and Foodbank. And we hire the rooms out for parties.

In carrying out these activities, the trustees have had regard to the Charity Commission's guidance on public benefit.

#### **Additional details of objectives and activities (Optional information)**

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

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

The contribution by our volunteers has been wonderful. The volunteers are just like a family and work together incredibly well. We have around 25 of our volunteers who really come and help with lots of the things that we do such as the foodbank, gardening, Community Fridge, Library and generally helping anyone who comes into the rooms and making them feel very welcome.

Contributions of the volunteer's time and work related to trustees' family members have not been recorded nor value in the charity accounts. However, the impact of their supporting activity on charity performance is evident and worth noting.

**Summary of the main achievements of the charity during the year**

- Our foodbank has continued as a successful endeavour this year, helping people who needed food. We are serving around 46 people in our foodbank a week (two sessions) and the Saturday session serves another 50 people per week. Our rough total of people we have served over 12 months 4608 which when each session last only 1 hour 15 minutes is a good example of how volunteers work together.
- Community Fridge giving people in the community free bread and food which nearly has gotten to its sell by date free to people who really need it.
- Roof has had all tiles checked and replaced.
- Guttering cleaned out and replaced.
- Kitchen painted, some of the units in the Kitchen have been changed around with a new unit put in. Old large boiler taken out and the new boiler put in.
- Started making a library in the rooms.
- Have two rabbit hutches outside one for children and one for adults, for people to come and change their books out of the hutches when they needed them during covid.
- Making sure people who couldn't come to the foodbank had their food parcels delivered.
- Making Packed lunches throughout the holidays to provide for those less fortunate serving about 20 people per week, 3 weeks of the month or 120 walk ins per month.
- Over the year we made 10,000 sandwiches for children and their families who didn't receive free school meals during summer holidays had free sandwich lunches delivered to them from our volunteers three times a week. Once covid really struck in we continued to do the sandwiches three times a week and that was because the children were not in school. In October last year we stopped doing sandwiches.
- We held a Christmas Eve event which gave us the chance to go and collect waste food from a controlled area where lots of local supermarkets had given their fruit, vegetables, Christmas items etc. that were not needed. We held a session from 7-9pm gave out mince pies, sausage rolls, and non-alcoholic minced pies and people came in getting vegetables and other goodies to complete their Christmas.
- We started having second hand uniforms, with donated uniforms from two of the local schools. The uniforms are only kept if they are in good condition, we washed them, and all schools are told that they are there to be taken two times a week when we have the foodbank and Community Fridge.
- We also did the Holiday Afternoon Fun from the County council, giving three days a week in the summer holidays for children to come and have fun with us through art, play and making and eating food.
- Volunteers have done so much gardening at the front of the rooms and back patio.
- Goodgym group who literally runs to where they volunteer to help. Have also helped us to clear the weeds down the front of the room's gardens.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Any surplus received from donations and restricted grants are kept in dedicated restricted and unrestricted bank accounts where clear track record is kept of both restricted and unrestricted funds.

Funds are used based on the charity project as and when required or as prescribed over grant specific terms and conditions.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

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

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

## Section F

## Other optional information

## Section G

## Declaration

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

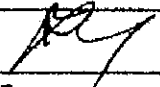

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

	
I. Buchan	R. Cherrill
Chair	Treasurer

13-2-24



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Silver Road Community Centre

No (if any)  
1165327

CC16a

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	06/04/2021		05/04/2022

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations and legacies	1,416	1,380	-	2,796	7,132
Rent	8,008	135	-	8,143	7,369
Interest	2	-	-	2	3
Grants	1,481	43,012	-	44,492	29,008
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>10,906</b>	<b>44,527</b>	<b>-</b>	<b>55,433</b>	<b>43,512</b>
<b>A2 Asset and Investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>10,906</b>	<b>44,527</b>	<b>-</b>	<b>55,433</b>	<b>43,512</b>
<b>A3 Payments</b>					
Accountancy	-	-	-	-	164
Advertising & Promo	-	-	-	-	842
Electricity	1,455	-	-	1,455	697
Equipment	2,697	66	-	2,763	1,172
Expenses	822	-	-	822	805
Foodbank	-	17,199	-	17,199	11,524
Licensing	723	-	-	723	-
Packed Lunches	-	3,050	-	3,050	6,719
Petty Cash	424	-	-	424	467
Gas	5,004	-	-	5,004	3,154
Insurance	657	-	-	657	499
Maintenance	1,724	-	-	1,724	3,206
Security	1,146	-	-	1,146	996
Subcontractor	1,303	2,971	-	4,274	6,123
Water	203	-	-	203	272
Website	629	-	-	629	122
Wi-Fi	385	-	-	385	385
Donations	569	-	-	569	-
Mileage	415	-	-	415	-
Office costs	314	15	-	329	-
Sundries	337	-	-	337	-
	-	-	-	-	-
<b>Sub total</b>	<b>18,807</b>	<b>23,301</b>	<b>-</b>	<b>42,108</b>	<b>37,146</b>
<b>A4 Asset and Investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>18,807</b>	<b>23,301</b>	<b>-</b>	<b>42,108</b>	<b>37,146</b>
<b>Net of receipts/(payments)</b>	<b>- 7,900</b>	<b>21,226</b>	<b>-</b>	<b>13,326</b>	<b>6,366</b>
<b>A5 Transfers between funds</b>	<b>7,250</b>	<b>7,250</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>10,151</b>	<b>6,500</b>	<b>-</b>	<b>16,651</b>	<b>10,285</b>
<b>Cash funds this year end</b>	<b>9,500</b>	<b>20,476</b>	<b>-</b>	<b>29,976</b>	<b>16,651</b>

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

### B1 Cash funds

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Cash at bank and in hand	9,500	20,476	-
<b>Total cash funds</b>	<b>9,500</b>	<b>20,476</b>	<b>-</b>

(agree balance with receipts and payments accounts)

### B2 Other monetary assets

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

### B3 Investment assets

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

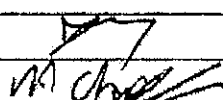
### B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Computer equipment	Unrestricted	-	6,000
Furniture & fittings	Unrestricted	-	6,000
Plant & Equipment	Unrestricted	-	7,900
		-	-
		-	-
		-	-
		-	-
		-	-

### B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	I. Buchan	13-2-24
	R. Cherni	12-2-24



Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
SILVER ROAD COMMUNITY CENTRE

On accounts for the year  
ended

5<sup>TH</sup> APRIL 2022

Charity no  
(if any)

1155827

Set out on pages

1 - 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 05 / 04 / 2022.

Responsibilities and  
basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

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

I have 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

*Christine Pritchard*

Date:

19/2/24

Name:

CHRISTINE PRITCHARD

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

FCA

Address:

ARTHUR GAIT & COMPANY LIMITED

18 GOLD TOPS, NEWPORT, NP20 5WJ



**Section B****Disclosure**

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

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