

## Section B

## Balance sheet

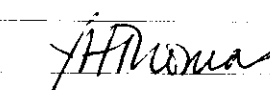

		Unrestricted funds £	Restricted income funds £	Designated funds £	Total this year £	Total last year £
<b>Fixed assets</b>						
Tangible assets	(Note 5)	8,662	-	-	8,662	3,021
<b>Total fixed assets</b>		8,662	-	-	8,662	3,021
<b>Current assets</b>						
Debtors	(Note 7)	1,356	-	272	1,628	2,853
Investments	(Note 6)	-	-	-	-	-
Cash at bank and in hand (Note 6)		35,715	-	2,779	38,494	39,531
<b>Total current assets</b>		37,071	-	3,051	40,124	42,384
<b>Creditors: amounts falling due within one year</b>	(Note 8)	1,464	3,491	405	5,359	4,269
<b>Net current assets/(liabilities)</b>		35,608	-3,491	2,646	34,765	51,030
<b>Total assets less current liabilities</b>		44,270	-3,491	2,646	43,427	52,540

<b>Excess to date</b>	-9,113	11,178
<b>Brought forward</b>	52,540	41,362
<b>Total funds</b>	43,427	52,540

### Funds of the Charity

Designated funds	-	1,803	1,803	20,877
Restricted income funds (Note 6)	10,491		10,491	13,396
Unrestricted funds	31,133		31,133	18,267
<b>Total funds</b>	31,133	10,491	1,803	43,427
				52,540

Approved on behalf of the trustees of Pin Green Community Association

Print Name	Signature	Date of approval dd/mm/yyyy
JEANETTE THORPE		12/12/2024
LIN MARTIN-HAUGH		14/12/2024

# Pin Green Community Association Annual Accounts

Year ending 31<sup>st</sup> March 2024

## Section A Statement of financial activities

Recommended categories by activity	Unrestricted funds £	Restricted funds £	Total funds £	Prior year funds £
<b>Incoming resources (Note 2)</b>				
<b>Income from:</b>				
Donations and fundraising (notes 2a-b)	78,684	-	78,684	81,885
Charitable activities (note 2c)	3,200	-	3,200	9,328
Other trading activities	79,079		79,079	66,270
Investments (note 2d)	957	-	957	116
Other (note 2e)	167	-	167	
<b>Total</b>	<b>162,087</b>	<b>-</b>	<b>162,087</b>	<b>157,599</b>
<b>Resources expended (Note 3)</b>				
<b>Expenditure on:</b>				
Raising funds	1,304	-	1,304	521
Charitable activities (notes 3a-b)	169,896	-	169,896	145,862
Other (note 3c)			-	200
<b>Total</b>	<b>171,200</b>	<b>-</b>	<b>171,200</b>	<b>146,583</b>
<b>Net income/(expenditure)</b>	<b>-9,113</b>	<b>-</b>	<b>-9,114</b>	<b>11,016</b>
Net gains/(losses) on investments		-	390	-
<b>Transfer between funds in</b>	<b>16,275</b>	<b>26,900</b>	<b>43,175</b>	<b>24,717</b>
<b>Transfer between funds out</b>	<b>-29,682</b>	<b>-13,493</b>	<b>-43,175</b>	<b>-24,717</b>
Other gains/(losses)		-	-	-
<b>Net movement in funds</b>	<b>-22,521</b>	<b>-13,492</b>	<b>-9,504</b>	<b>11,016</b>
<b>Reconciliation of funds:</b>				
Total funds brought forward	39,501	2,023	52,540	41,524
<b>Total funds carried forward</b>	<b>16,981</b>	<b>-11,469</b>	<b>43,036</b>	<b>52,540</b>

## Section B Balance sheet

		Unrestricted funds £	Restricted income funds £	Designated funds £	Total this year £	Total last year £
<b>Fixed assets</b>						
Tangible assets	(Note 5)	8,662	-	-	8,662	3,021
<b>Total fixed assets</b>		8,662	-	-	8,662	3,021
<b>Current assets</b>						
Debtors	(Note 7)	1,356	-	272	1,628	2,853
Investments	(Note 6)	-	-	-	-	-
Cash at bank and in hand	(Note 6)	35,715	-	2,779	38,494	39,531
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Approved on behalf of the trustees of Pin Green Community Association

Print Name	Signature	Date of approval dd/mm/yyyy

**Pin Green Community Association**  
**Charity number 1156808**  
**Financial Review for the year ending 31<sup>st</sup> March 2024**

The centre and coffee shop have been busy this year so there has been a steady income. The Increase in minimum wages was applied to all staff except the 2 managers who had a 2% increase. The trustees reviewed the financial situation in September and felt that the association was in a strong enough position to give the 2 managers the 6% and backdate this. Fundraising for the coffee shop canopy began and by the April the full amount (£10,000) had been raised. This included 2 grants, £2,000 from Stevenage Community Trust and £3,000 from Hertfordshire Community Trust and a generous donation of £1700 from an individual donor.

In September the manager submitted her resignation and a new manager was appointed who started in November. Unfortunately this appointment did not work out so the process was repeated and another new manager appointed. This meant that the original manager was not able to leave and had to repeat all training. Having 2 managers for a total of 5 months has eaten in to the bank account.

The canteen has had an increase in the number of people coming for dinner. This will make the lunch club more sustainable. A grant of £3000 was awarded from Stevenage Works Community Chest Fund to subsidise the cost of the dinners, to help families and individuals with the cost of living crisis. Most who come are elderly, on a pension or benefits. We still have some money left from a grant last year to provide meals from meal vouchers provided from The Food Shed, we still have money in this pot, due to not having a lot of vouchers being redeemed, despite encouraging for them to be utilised.

**Reserve Policy.** It is the Associations policy to try and keep 3 months worth of operating costs in reserve including enough to cover redundancy costs. £2,000 was added to the reserves making a total of £17,000. The amount needed will be revised in the coming year as the amount needed for redundancy will drop due to the manager leaving.

**Pin Green Community Association**  
**Charity number 1156808**  
**Notes to the Financial Statements**  
**For the Year Ended 31<sup>st</sup> March 2024**

**Note 1**

**Accounting Convention**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The accounts have been prepared in accordance with: the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the charities Act 2011. The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts

**Income resources**

All income resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be qualified with reasonable accuracy.

**Resources expanded**

Expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund Accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

**Depreciation of Fixed Assets**

Equipment will be depreciated over a 5 year period, where improvements have been made to the building these will be done over an 8 year period.

## 2 INCOMING RESOURCES

		General centre funds	Canteen designated funds	Coffee shop designated funds	Restricted Funds	TOTAL	
		£	£	£	£	2023-2024	2022-23
		£	£	£	£	£	£
2(a)	<i>Incoming Resources</i>						
	*Donations & fundraising	4,893		281		5,174	2,659
	Private hire	17,465		976		18,441	21,458
	Lettings	44,481				44,481	41,258
	canteen income & Christmas dinner		10,546			10,546	15,446
	office services & adverts	43				43	25
		66,881	10,546	1,257	-	78,684	80,845
2(b)	Trading activities						
	Coffee shop takings			79,079		79,079	66,295
		-		79,079		79,079	66,295
2(c)	"Grants						
	grants	200	3,000			3,200	10,342
		200	3,000	-	-	3,200	10,342
2(d)	<i>Income from investments</i>						
	Bank interest receivable	957				957	117
		957				957	117
2(e)	<i>Other incoming resources</i>						
	Other income	167				167	-
		167	-	-	-	167	-
TOTAL INCOMING RESOURCES		68,205	13,546	80,336	-	162,087	157,599

"£3000 for lunch club grant awarded from Stevenage Works Community Fund. £200 Easter in the park grant awarded by Lin - Pin Green Councillor

### 3 RESOURCES EXPENDED

	General centre funds	Canteen designated funds	Coffee shop designated funds	Restricted Funds	TOTAL	
					2023-24	2022-23
	£	£	£	£	£	£
<b>3(a) Charitable activities</b>						
Staff costs	52,541	8939	53932	-	115,412	101,404
Food & drink		6,546	26,186	-	32,732	23,500
cleaning	1,732	66	296	-	2,094	2,042
utilities	5,806				5,806	5,068
Insurance	1,214			-	1,214	1,193
Licenses and subscriptions (payroo, internet security,ppi/prs,zoom, BrightHR)	4,208			-	4,208	2,197
Telephone & internet (landline, mobile phone)	1,157				1,157	890
Disposables & Uniform		65	239		304	1,060
Office services & Advertising (printing, postage,stationary)	510				510	95
Equipment & repairs	2,154		1,141		3,295	6,025
*Other (bank charges,charity,sundry expenses,)	414				414	898
Depreciation	2,005		743	-	2,748	1,511
	71,743	15,616	82,537	-	169,896	145,883
<b>3(b)Other expenditure</b>						
charity donations					-	-
Governance					-	180
Gains / Losses	390					
Furlough wages grant JTS					-	
**outside shelter					-	
	390	-		-	390	180
<b>3(c) Fundraising</b>	914				1,304	520
	1,304			-	1,304	520
<b>Total Expenditure</b>	<b>73,438</b>	<b>15,616</b>	<b>82,537</b>	<b>-</b>	<b>171,200</b>	<b>146,583</b>

\*Restricted amount £186 SCCA activities

\*\*£750 For architect and planning fees for outside shelter from grant.

#### 4 STAFF COSTS (including furlough)

Office Staff (incl. Caretakers for 23-24)  
 Cleaners  
 Caretakers  
 Canteen Staff  
 Coffee Shop Staff  
 Employers pension and NI

#### Total

2023-24 £	2022-23 £
52,541	38,882
2,579	4,763
	2,295
8,939	7,561
53,932	46,484
	1,419
117,991	101,404

#### 5 FIXED ASSETS

##### Cost

Brought forward  
 Additions  
 Disposals  
 Carried forward

##### Depreciation

Brought forward  
 Charge for year  
 Disposal  
 Carried forward

Net Book Value 2023-24

General build £	Coffee shop build £	Canopy £	Total 2023- 24 £
6,164	5,923	9900	21987
-	-		
6,164	5,923	9900	21,987
5,397	5,180		10,577
767	743	1238	2,748
-	-		
6,164	5,923	8662	13,325
-	-	8,662	8,662



## 6 ANALYSIS OF NET ASSETS BY FUND

Fixed Assets  
Cash at bank and at hand  
Building society reserves

General centre funds £	Designated funds £	Restricted funds £	TOTAL £
8,662	-		8,662
11,951	2,779	0	14,731
20036			20,037
40,649	2,779	0	43,428

## 7 DEBTORS

Hall Hire  
Dinners  
Designated  
Other Debtors

2023-24 £	2022-23 £
1356	6,907
272	309
	189
1,628	7,405

## 8 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Unrestricted  
Designated  
Agency collections

2023-24 £	2022-23 £
1464	1,018
405	486
3491	2,765
5,360	4,269

## 9 FUND DETAILS

### Unrestricted Funds

General Funds  
Designated (includes reserves)

### Restricted Funds

booklet money SCCA  
Other

2023-24 £	2022-23 £
31,042	18,429
1,894	20,715
32,936	39,144
591	591
9,900	12,805
10,491	13,396
<b>43,427</b>	<b>52,540</b>

### **TOTALS**





**Independent examiner's report to the trustees of Pin Green Community Association – Registered Charity No. 1156808**

I report to the trustees on my examination of the accounts of Pin Green Community Association (the Charity) for the year ended 31 March 2024.

**Responsibilities and basis of report**

As the charity trustees of the Charity, 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 Charity'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 by examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the applicable requirements concerning the form and content of 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.



Signed:

Name: S Viles

Address: 14 St Marys, Gamlingay SG19 3ET

Date: 13<sup>th</sup> January 2025