

Llangarron Community Association

Trustees' Annual Report and Financial Accounts for the Year Ended 31st December 2023

Registered Charity Number: 1157992

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Charity Details

Charity Name:	Llangarron Community Association ("LCA")
Charity Registration Number:	1157992
Trustees:	Ms. Valerie Sullivan, Ms. Judy Turner, Mr. Dermot Hayes
Clerk to the Trustees:	Mr. Adrian Hitchen, & Mrs. Helen Edwards (From 1 July 2023)
Public Address:	The Garron Centre St Deinst Church Llangarron Herefordshire HR9 6NJ United Kingdom
"Llangarron Life" Website:	https://llangarron.info

Objectives & Activities

<p>Summary of the purposes of the charity as set out in its governing document</p>	<p>The objects of the CIO, as per our constitution, are to:</p> <ol style="list-style-type: none"> 1. promote the benefit of the inhabitants of Llangarron and the surrounding area without distinction of sex, sexual orientation, nationality, age, disability, race or of political, religious or other opinions, by associating together the said inhabitants, 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; 2. secure the establishment of a Community Centre and to manage and operate the same (whether alone or in co-operation with other persons or bodies) in furtherance of these objects
<p>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts</p> <p>[Continued on Next Page]</p>	<p>The Trustees, and LCA Management Committee, worked to provide ongoing management, maintenance, enhancement and usage of the Community Centre throughout the year.</p> <p>Examples of events and activities staged in 2023 include:</p> <p>LCA Events:</p> <ul style="list-style-type: none"> • Monthly Community Cafés (January to June, and October) • Charity Evening Presentation – Sheep Farming in Hereford (12th January) in aid of Herefordshire Air Ambulance • Charity Evening Presentation – Putting Life into the Soil (15th June) in aid of Macmillan Cancer Support • h.Art Arts & Crafts Exhibition (2nd – 10th September) • Gypsy Jazz Guitar Concert (14th October) • Christmas Market (25th November) • Christmas Choral Concert Le Voci Choir (9th December) <p>PCC Events:</p> <ul style="list-style-type: none"> • Monthly PCC Coffee Mornings (January to August, October and November, often including produce sale and charity fund raising), • Progressive Supper Finale (15th April) • Fish & Chip Van (29th April) • Harvest Supper (29th September) • Flower Festival 30th September – 1st October) • Quiz Night (17th June & 18th November) • Festival of the Nativities & Christmas Fair (2nd – 3rd December)

<p>(continued)</p> <p>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts</p>	<p>Archenfield Community Environment Group Events:</p> <ul style="list-style-type: none"> • Evening Presentation: Electric Vehicles (22nd June) • Evening Presentation: Making a Wildflower Garden' (26th October) <p>Other:</p> <ul style="list-style-type: none"> • Meetings of the LCA Management Committee • LCA AGM (11th December) • Business / Corporate Hires (full days) • Several Private Functions • Weekly Baby Massage (in 6-week blocks throughout 2023) • Polling Station Hire (Local County Council Elections 4th May)
<p>Statement confirming the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>	<p>The trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Policy on grant making	None (but the Trustees propose to develop a Grant Making Policy in 2024), this wasn't undertaken in 2023 as stated in the 2022 Annual Report
Policy on social investment	None (not applicable)
Contribution made by volunteers	The Charity has no employees; all activities are organised and managed by unpaid volunteers, including Trustees, Committee Members and others
Other	N/A

Achievements and performance

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Throughout 2023, the hall was used on a regular basis by the LCA and other user groups listed above, including weekly classes in Baby Massage and private hirings for funerals, birthday parties, talks and yoga classes.</p> <p>Our facilities and competitive hiring rates are appreciated by families and groups across the local community.</p> <p>There were also several corporate hirings, mostly for full day or multi-day seminars and meetings.</p> <p>The LCA staged several successful events during the year, including:</p> <ul style="list-style-type: none"> • Evening talks • Music recitals and concerts • The 9-day h.Art Exhibition in September featuring the work of ten local artists • Christmas Market in November with twelve stalls offering seasonal, mostly local produce and products • Monthly Community Cafes on the fourth Saturday of the month throughout most of the year <p>The feedback received from participants and visitors at these events was generally very positive, with h.Art in particular generating excellent feedback and very good sales for the exhibiting artists and the Cafe. Alas, some of the planned events such as a wine tasting, a concert by the Monmouth Male Voice Choir and a talk on Noel Coward were cancelled due to poor uptake.</p> <p>The Hall was also used for a range of other purposes, such as a venue for the Archenfield Community Environment Group talks on locally important environmental matters, and as a Polling Station for the local County Council elections.</p> <p>The Trustees met on four occasions during the year, and the LCA Management Committee met on six occasions. In addition to discussing operational and event-related matters, the Trustees and Management Committee (as appropriate) also addressed several maintenance issues, including the servicing of the underfloor heating system. The Trustees and/or Management Committee also reviewed and updated the LCA's policies on Equipment Hire. Two policies remained under development at the year-end: General Data Protection Regulations (GDPR), and Grant Making.</p> <p>This year saw the retirement of Adrian Hitchen, the long serving Clerk to the Trustees and Treasurer of the LCA, due to ill-health. These roles were temporarily delegated to the chair of the Management Committee (MC) from July 2023. At the AGM on 11th December 2023, the existing members of the LCA MC, aside from the Chair, retired following long service. A new LCA MC and Treasurer were appointed in February 2024; the existing MC Chair and Secretary continued in role.</p>
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Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society	Regarding the future direction and activities of the LCA, the Trustees held an AGM with members on 11 December 2023, attended by 5 LCA Trustees / Management Committee Members and 6 LCA Members (the LCA currently has 78 members). At the AGM, issues of concern to members were discussed, and the revised Constitution relating to the appointment and composition of the Trustees, as discussed at the open meeting held in 2022, was adopted.
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Financial review

Review of the charity's financial position at the end of the period	<p>The Annual Accounts are shown at the end of this report, in the Receipts & Payments format.</p> <p>Total receipts from events and activities in 2023 were £14,744.96, while payments in respect of these activities plus general operational costs were £14,769.01.</p> <p>The outgoings included payments for charitable donations in relation to the evening talks of £223 to Herefordshire Air Ambulance and £116.04 to Macmillan Cancer Support.</p> <p>The cost of electricity rose significantly in 2023 compared to 2022 from £757 to £1,323.38.</p> <p>The net deficit in 2023 was £24.05 and was met from cash reserves, which totalled £46,215.27 at the year end.</p> <p>The Annual Accounts 2023 have been agreed by the Trustees and Management Committee and, subject to acceptance by members at the AGM to be held in December 2024, will be submitted via online filing to the Charity Commission.</p>
Statement explaining the policy for holding reserves stating why they are held	The charity's funds are held to ensure continuing operation of the Garron Centre as a community venue, and to meet any unusual or irregular requirement for financial outlay such as the replacement of equipment, hall improvements or unforeseen expenditures. The Trustees consider reserves to be adequate to meet the needs of the charity.
Amount of reserves held	All funds (totaling £46,215.27 at year end) are currently held as accessible reserves.
Reasons for holding zero reserves	N/A
Details of fund materially in deficit	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Given the level of cash reserves and with no expectation of any major expenses in the coming year, the Trustees believe that the charity does not currently face any uncertainties as a going concern.

Additional information (optional)

The charity's principal sources of funds (including any fundraising)	The LCA's principal sources of funds are community events and activities staged in the hall and private hirings of the hall. Annually, the most significant event staged is the 9-day h.Art Exhibition in September; h.Art 2023 proved very successful in terms of both footfall and income generation for the ten exhibiting local artists via commission and profit from Cafe sales.
Investment policy and objectives including any social investment policy adopted	None at present, but the Trustees continue to review opportunities to invest a major part of the cash fund reserves in either a community asset or in a low-risk medium-term scheme to mitigate the effects of inflation and potentially produce a small return on capital.
A description of the principal risks facing the charity	The Trustees believe that the Association has sufficient reserves to meet its ongoing expenses and are not aware of any significant risks to the operations of the charity in the coming year.
Other	

Structure, Governance and Management

Description of charity's trusts:	
Type of governing document	The LCA's operations are governed by a written constitution Version 2, which amended and adopted on 11 December 2023.
How is the charity constituted?	The LCA is constituted as a CIO.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Currently and as amended in the revised Constitution, Version 2, dated 11 December 2023, by invitation and majority acceptance vote by the existing Trustees at a duly convened meeting of the Trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	
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The charity's organisational structure and any wider network with which the charity works	<p>Day-to-day management was exercised throughout the year by a Management Committee (MC) operating under powers defined and delegated by the Trustees. The MC generally comprised 5-6 volunteers, with individuals serving in the nominated posts of Chair, Treasurer, Meetings Secretary and Bookings Secretary, though often these roles are combined. Committee meetings were (in part) also attended on a regular basis by representatives of the Parochial Church Council.</p> <p>The Trustees would like to express their gratitude to and warm appreciation of all the volunteers who devised, administered, organised and implemented the events and activities staged by the LCA over the course of the year.</p>
Relationship with any related parties	None

Reference and Administrative Details

Charity name	Llangarron Community Association
Other name the charity uses	None
Registered charity number	1157992
Charity's principal address	The Garron Centre, St Deinst Church, Llangarron HR9 6NJ

Names of the charity trustees who manage the charity

Trustee name	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Mrs Valerie Sullivan		Community Representative
Miss Judy Turner		Community Representative
Mr Dermot Hayes		Community Representative

Corporate trustees - names of the directors at the date the report was approved

Director name	N/A
None	N/A

Name of trustees holding title to property belonging to the charity

Trustee name	N/A
None	N/A


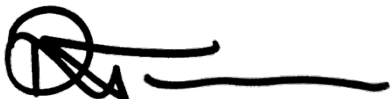
Funds held as custodian trustees on behalf of others

Description of assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this fall within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Declarations

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

Signed on behalf of the charity's trustees:

Signatures:		
Full names:	Valerie Sullivan	p.p. Richard Turner (Chair of LCA Trustees at date of submission) Dermot Hayes
Position (eg. Secretary, Chair):	Trustee	Chair of the Trustees
Date:	20 th June 2025	20 th June 2025

**LLANGARRON COMMUNITY ASSOCIATION
RECEIPTS FOR THE YEAR ENDED 31ST DECEMBER 2023**

	<u>2023</u>	<u>2022</u>
Grants and Donations Received		
Grants from Gov/Council Bodies	52.35	504
From Air Ambulance	223.00	
From Macmillan Cancer Support	143.00	
Lottery Payment	24.00	
	<u>442.35</u>	<u>504</u>
Events and Activities		
Catering Events - Dine		950
Community Cafe	480.28	573
h.Art Table Fees	850.00	850
h.Art Artists Income	8,218.67	8,844
h.Art Cafe Income	1,494.82	1,797
h.Art Income Totals	10,563.49	11,491
Christmas Market	676.98	673
Other LCA Events		
Le Voci Choir	680.00	
Wine Tasting	240.00	
Gypsy Jazz Concert	692.86	
Other Events (Misc.)	101.00	2,124
LCA Events Total	1,713.86	15,991
Facilities Rental		
Hire of the Garron Centre (GC)	733.00	1,784

Use of alcohol licence (PCC)	35.00	35
Other		
Return of Petty cash to bank	100.00	
TOTAL RECIEPTS	<u>14,744.96</u>	<u>18,314</u>

**LLANGARRON COMMUNITY ASSOCIATION
PAYMENTS FOR THE YEAR ENDED 31ST DECEMBER 2023**

	<u>2023</u>	<u>2022</u>
Gifts and Donations Given		
To Air Ambulance	223.00	
To Macmillan Cancer Support	116.04	
To Archenfield Repair Cafe	1,100.00	
	<u>1,439.05</u>	<u>260</u>
Events and Activities		
Dine	-	1,202
Community Café (food & wine)	582.33	163
h.Art food	552.49	582
h.Art marketing & organisational costs	819.00	865
h.Art payments (Net)	6,955.87	7,538
Christmas Market		143
Other LCA events		2,332
Lottery club costs and prizes		600
Refunds on Events & Activities		
GC Hire deposit refunds	90.00	
Wine tasting booking refunds	240.00	
Monmouth Male Voice Choir refunds	96.00	
Lottery payment refund	24.00	
	450	
General Costs		
GC Annual Licence Fee	1.00	

Marketing and advertising	123.00	32
Alcohol Premises licence	70.00	70
Building maintenance	70.00	2,529
Equipment maintenance	450.02	49
Landscape and external maintenance	0.0	128
Kitchen and toilet consumables	54.45	72
Electricity (10.5 months)	1,323.38	757
Cleaning	312.00	584
GC Insurance	445.88	435
Stationery and postage	0.0	210
Small equipment	3.99	422
Broadband, internet and telephone	612.70	272
Website costs (Wix)	108.00	134
Hire of Toilets for Platinum Jubilee	174.00	-
Defibrillator signs and installation	149.70	-
Governance Costs		
Professional fees (Constitution)	-	2,407
HSBC Bank Charges	73.16	75
TOTAL PAYMENTS	<u>14,769.01</u>	<u>21,860</u>

**LLANGARRON COMMUNITY ASSOCIATION
BANK RECONCILIATION STATEMENT FOR THE YEAR
ENDED 31ST DECEMBER 2023**

Opening Bank Balance 1st January 2023	<u>£46,239.32</u>
 Add Total Receipts	 £14,744.96
 Subtotal	 £60,984.28
 Less Payments	 £14,769.01
 Closing Bank Balance on 31st December 2023	 <u>£46,215.27</u>

Notes:

Accounting Policies

Basis of accounting

The financial statements have been prepared under the "Receipts & Payments" cash accounting convention, in accordance with Charities Commission guidelines (reference CC16b, effective January 2017) relating to charities with gross income of less than £250,000 p.a.

Independent review

As gross income was below £25,000 for the period, no audit or independent examination was deemed necessary.