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**Hadlow Down Community Centre
(A Charitable Incorporated Organisation)**

**TRUSTEES' ANNUAL REPORT AND
FINANCIAL STATEMENTS FOR THE PERIOD
ENDED 31st DECEMBER 2021**

Charity Number: 1158375

LEGAL AND ADMINISTRATIVE DETAILS

The organisation was registered as a Charitable Incorporated Organisation on 24th September 2014.

Charity Commission Registration Number: 1158375

Trustees	Bob Lake (Chair)
	Janet Tourell (Secretary)
	John Thompson (Treasurer)
	Fiona Shafer
	Nigel Harrison

Committee members	Rachel Lewis
	Sarah Prall

Bankers	CAF Bank
	25 Kings Hill Avenue
	Kings Hill
	West Malling
	KENT ME19 4JQ

Independent examiner	Peter Haining – FCA
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Aims and objectives

- to drive forward the provision of a new Community Centre for the benefit of all the parishioners of Hadlow Down;
- to promote community spirit by involving all the residents of the Parish of Hadlow Down as it exists today and with the intention of meeting the challenges ahead;
- to encourage participation of all individuals or groups from within Hadlow Down or who have links with the community of Hadlow Down in the building and use of the new Community Centre.

Progress and achievements

Given the social restrictions created by Covid and the ensuing inactivity during 2020, the annual report for that year also included progress made during first seven months of 2021. Therefore, this report is restricted to activity during the last five months of 2021. With the easing of restrictions the Committee managed to meet three times and during those five months we achieved the following:-

- 1) The distribution of our New Village Hall News to every household in the parish. In our view, based on the very positive feedback we received, it was worth both the effort and expense. Our intentions were to re-establish awareness of the project amongst parishioners, to provide an up-to-date appraisal of the stage that we had reached, to set out some actions to be achieved and also to showcase other voluntary village organisations. Unfortunately, our aim to attract new volunteers was not realised.
- 2) On 12 October we received recognition from HMRC of our charitable status for tax purposes meaning that now HDCC is eligible for Gift Aid. For those of you who might be unfamiliar with this, it means that we will be able to claim 25% from HMRC for every £1 donated providing that the donor is a tax payer and has signed a very straightforward declaration.
- 3) We are pleased to announce that our Lottery membership has continued to increase and numbers sold

totals 1800 – an annual income of £2160. Thank you to those of you that continue to support us.

- 4) We have received several donations, some anonymous and some made publicly. The last winner of the Lottery first prize (held in November 2021) donated £100 of his winnings to HDCC and also of note was the amount of £504.30 received from the proceeds of the Xmas Market held in November 2021.

Future priorities and actions

- 5) At the end of January 2022, we received a very detailed update from Mike Barber, our architect and I have selected some key points of information to share with you.

He wrote: 'We have had another session on the scheme since we met before Christmas and we need one more to be in a position to issue the completed drawings which will be sufficient to enable a cost plan and provisional tenders to be prepared. As you know we have not instructed structural engineers at this point in order to avoid costs but we have made some detailed assumptions about the structure in order to aid the pricing process. We would also be in a position to submit the Building Regulations application at this point if there is a will to do so or a requirement of any funding bid. At the same time we have produced most of the information about the planning conditions and can start to clear these off, although in some cases a bit of specialist input will be needed from consultants. In terms of the planning climate, there is no reason to think that Wealden would be anything other than helpful in respect of the conditions or even an application to renew the permission in order to provide more time for fund raising. Therefore in summary we could have the project ready for commencement by the beginning of May 2022.'

In terms of the construction climate, you will no doubt be aware that the combination of COVID, Brexit and global supply chain issues have pushed up construction costs across the board. Since mid-2020, we have seen construction costs in the south-east rise by circa 28% and no doubt the traditional round of material price increases in the spring will see this get worse.

Contractors have been doing all they can to mitigate the labour rates but in reality any scheme which might have been a £1.5-1.7m project is likely to be at least £1.9-2.1m. I have chatted to your QS about costs and it might be worthwhile undertaking a basic cost plan process possibly backed up by asking one or two contractors'.

- 6) Expenditure – we will be required to pay MJB £5k for the completion of the design work to Building Regulations stage and £2k to the Quantity Surveyor. I am pleased to let you know that the services of a Mechanical and Electrical Engineering consultant have been offered free of charge and he will be responsible for addressing such issues as solar energy panels, heating, lighting, water and security. This work can begin in May.

7) Business Plan

Its revision and completion is our first priority; with input from both the QS and the Mechanical and Electrical Engineering consultant, we will be able to produce with accuracy the construction costs and expenditure in terms of heating, lighting and water.

- 8) Marketing Plan – this will include a pricing structure and promotion of the community centre within and outside the parish.

9) Fund Raising Plan

The first task will be to check if the funding priorities of the various grant providers that we have identified have changed. There is evidence that the impact of the pandemic has led to some agencies concentrating more on the alleviation of the effects of Covid, particularly in

deprived areas and for people facing significant hardship. Secondly, we will continue to try to identify other potential sources of funding. Third, we will be guided by advice and oversight of a fund-raising consultant who assists voluntary, community organisations in fast track major donor and other income opportunities, to develop approach strategies and enable organisations to produce a major donor strategy to identify and secure long term relationships with major donors ensuring significant levels of funding.

10) Local fund-raising

We plan to hold two local events in the near future – a Race Night to take place on Sat 2 April and secondly, possibly a Boot Fair to be held at Tinkers Park towards the end of June.

R.E. Lake, Chair

Hadlow Down Community Centre

12 January 2022

Figures are given for the period 01/01/2021 to 31/12/2021

Assets/Liabilities:-

	Date	Current a/c CAF Bank	Cash in Hand	Total
Balances at:-	01/01/21	5,614.24	109.00	5,723.24
Balances at:-	31/12/21	10,076.96	134.00	10,210.96
Gain/(loss) for the period		4,462.72	25.00	4,487.72

Income:-

Donations	2286.22	
Grants	1000.00	
Lottery	2096.00	
Fund Raising	0.00	
Race night	530.00	
Sales	0.00	
Other	13935.83	Payment to HDCC in error – returned
Total Income	19848.05	

Expenditure:-

Surveys	0.00	
Race night	0.00	
Fees	0.00	
Publicity	825.00	
Lottery	502.00	
Bank Charges	97.50	
Other	13935.83	Returned payment
Total Expenditure	15360.33	

Income – Expenditure gain/(loss)	4,487.72
Assets gain/(loss)	4,487.72

J. D. Thompson (Treasurer)
12 January 2022