

ASHTON VALE COMMUNITY CENTRE

Registered Charity No: 1161245

Committee Report

2019-2020

Annual Report December 2019 – November 2020

Committee Members and their roles

- Steven Metcalf - Chairperson
- Linda Watts - Secretary
- Becky Gwyther - Treasurer
- Jo Farrow - Bookings Co-ordinator
- Nicola Hampson – Website/Media Co-ordinator

Committee members with general duties

- Caroline Vans
- Lucy Skeates
- Judith Roberts
- Laura Clark
- Claire Lee
- Becky Peckham
- Trisha Young
- Samantha Bird

Background:

Ashton Vale Community Centre is a long established community building and resource located in the heart of Ashton Vale. It is easily accessible by local people. In 2014, an opportunity arose for the community to adopt a guiding role in ensuring the future of the Community Centre.

The overriding aim is that Ashton Vale Community Centre will continue to thrive with a new generation of users to be a valuable asset to the community; used according to the wishes of the local community and re-establishing it as a hub of the community, accessible to all.

Committee Minutes

Minutes of all meetings have been recorded and circulated to all Committee members.

Income and Expenditure

A summary of the Annual Accounts 2019-2020 are attached to this report.

Community Centre Activity November 2019 – December 2020

Private and Regular Bookings

Ashton Vale Community Centre is a very popular venue for local people to hold celebrations and events due to its proximity to the residential area and its excellent transport links.

We remain committed to supporting the local community and offering free Community Events whenever possible. The Community Centre has attracted a number of regular bookings; this is mainly due to the ease of access to the community centre, safe off street parking, proximity to public transport and the large space available. We have significantly improved the way bookings are made and this has become more systematic.

Due to Sars - Covid 19, our regular bookings were cancelled from March 2020, we continued to take provisional bookings for future events, but as time progressed and restrictions increased many of these were cancelled permanently or postponed indefinitely.

Volunteers

A rota operates amongst committed members who ensure that users of the service are greeted and shown around the facility, pointing out health and safety requirements and ensuring that a contact is always available during each booking. Volunteers also take part in additional roles within the Community Centre using the local skills and resources of members and their families.

Community and Fundraising Events

During the period end of November 2019 – December 2020 the Community Centre continued to host local events. It is a popular venue for children's birthday and family celebrations. Additionally a number of other regular users include, fitness and exercise and dancing groups, Toddlers and Play Groups Slimming World, Judo. The Hub Community Craft Group and Café, Community Police Drop In.

Annual Halloween event.

The Community Centre is regularly used to host voting for National and Local Elections

In December 2019 the Community Centre was awarded £600 in a grant from the **John James Foundation** in order to host a Christmas Lunch for all local pensioners. This was a very successful event with 90 attendees and 8 meals delivered to local resident homes.

The annual **New Year's Eve Family Party** on 31st December 2019 was well attended and raised further income for the Community Centre.

Sars - Covid 19 – enforced closure March 2020

In early February 2020 the Committee met to produce a local newsletter bulletin which would advertise an AGM to be held in April once the evenings were lighter. We were only becoming aware that a new virus was beginning to have an impact in the UK. By the beginning of March 2020 it was apparent that there

was now a virus of considerable concern. We postponed the AGM until further guidance was available. By March 2020, in line with Government requirements we closed the Community Centre and cancelled all arranged bookings. Our users understood this requirement and deposits paid were returned or if the hirer preferred, held on account for a re-booking once allowed.

This remained the case until July when the Government relaxed some requirements and enabled some public spaces to open. The Community Centre Committee met in July in a socially distanced environment to discuss what would be required in order to welcome back hirers safely and within Government guidance.

We undertook a risk assessment of the building, highlighting where visitors could enter and exit safely and made arranged to have sanitising stations placed throughout the building. With the exception of the disabled toilet, toilets and the kitchen facilities were closed. Our Booking Forms were amended to reflect the changes and to highlight the responsibilities of the Hirer to ensure that social distancing was maintained and a written record kept of all attendees and their contact details.

The initial cost of these amendments were met through Community Centre Funds. We arranged for enhanced cleaning and sanitising of all areas after each attendance.

The new arrangements were short lived and in October 2020 we were advised that all facilities again had to be fully closed.

Improvements/Refurbishment.

In April 2020 we received a Grant in the amount of £10,000 from Bristol City Council, this was to assist in the loss of regular bookings and in making the facility as Covid Safe as possible. We decided to use this time to make improvements to the building, which would not be possible if the Community Centre was fully opened. This included repairs to the porch roof, cutting large cherry trees back to a safe height, Outside porch repainting, Repairs to the gents toilet cistern, providing Covid sanitising stations, sanitising instructions and outside banners to advise of open and closing dates and procedures.

We replaced the Main Front doors, from the original wooden doors to new double glazed secure doors. We also replaced one of the main Fire Exit Doors. These both improved the aesthetic appearance of the Community Centre but also made it more secure. The new doors would have a 15 year guarantee.

Social Media and Communication

Improving Social Media links has significantly improved our ability to communicate quickly and effectively with the local community. We were also able to keep regular users up to date on changing Covid regulations.

The website is regularly updated with information on past and forthcoming events. Our dedicated Facebook page continues to be a useful resource not only for communicating about Community Centre events but also to share important information with the Community Centre followers.

We had leafleted each household in the hope that this would reach out to a generation who do not use social media, but this was not born out with the responses and so we have tried to find more creative ways

of reaching out to people who might not ordinarily have access to Social | media or to visit community resources.

Long term plans:

Our immediate plans for 2021 is to replace the kitchen units, making it a more functional area for visitors and replacing old and outdated kitchen crockery and utensils.

We continue to aspire to complete plans to replace the roof at Ashton Vale Community Centre. We were originally quoted approximately £40,000 to replace the original roof but this figure has risen in the last two years to approximately £60,000, which would take a long time to raise funds for. Our current aim is, one allowed to re-open the Community Centre and encourage its regular use. It is a popular and convenient space for the local community.

We hope once restrictions are fully lifted to welcome back regular users and rearrange the previously cancelled AGM. Then together with our users and representatives of the local community, we can make further plans for the future.

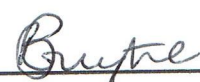
Signed on behalf of Ashton Vale Community Centre

Signed 

Name STEVEN C. METCALFE

Date 22/8/21

Position CHAIR

Signed 

Name REBECCA GWYTHYR

Date 19/8/21

Position TREASURER

Ashton Vale Community Centre - charity no 1161245
Income and Expenditure Account

	Current Year 2019/2020	Year 2018/2019	Year 2017/2018	
INCOME				
Donations & Fundraising	£11,732.05	£2,576.36	£2,576.36	£ 1,770.40
Regular Bookings	£2,610.00	£6,535.00	£ 6,535.00	£ 6,415.00
Private Bookings	£2,997.00	£6,757.50	£ 6,757.50	£ 4,900.00
Deposits Banked	£1,620.00	£4,900.00	£4,900.00	£ 3,840.00
HUB		£0.00	£93.95	£ 507.50
Tiddler's Takeover Playgroup		-£300.00	£57.36	£ 371.22
Overpayment refund from Utility Warehouse 30/11/17		£0.00	£95.87	£
Nicks Hire Payments				
TOTAL INCOME	£18,959.05	£20,468.86	£21,016.04	£17,804.12
EXPENDITURE				
Heating & Lighting	£3,021.67	£2,952.21	£ 2,952.21	£2,481.86
Repairs & renewals	£5,799.06	429.39	£ 429.39	£ 964.46
Gardening	£2,367.53	£153.79	£ 153.79	£ 210.00
Postage		£15.72	£ 15.72	£ 1.30
Phone	£91.46	£113.03	£ 111.03	£ 95.26
Cleaning	£1,296.55	£2,123.34	£ 2,123.34	£1,865.91
Water & Sewage	£715.47	£362.82	£ 362.82	£ -
Printing & Stationary	£5.99	£280.62	£ 280.62	£ 130.90
Hub		£106.48	£ 106.48	£569.36
Misc	£1,591.07	£3,827.20	£ 3,827.20	£ 607.45
Deposit returns	£1,490.00	£3,105.00	£ 3,105.00	£ 3,407.50
Make Sunday Special			£ -	£ -
TOTAL EXPENDITURE	£16,378.80	£13,467.60	£13,467.60	£10,334.00
Total Income	£18,959.05	£20,468.86	£ 21,016.04	£ 17,804.12
Total Expenditure	£16,378.80	£13,467.60	£13,467.60	£ 10,334.00
Surplus/Deficit for year			£7,548.44	£ 7,470.12
Previous year brought forward	£25,058.18		£16,651.29	£ 9,181.17
REMAINING BALANCE		£21,900.95	£ 24,199.73	£ 16,651.29
BANK RECONCILIATION				
Total on Bank Statement @ 31/10/2018			£ -	£ 16,317.86
Money still to be paid in			£ 576.89	£ 576.89
Boggie Bounce Xtreme 0317				
Oct rent			£ 75.00	£ 75.00
October Hub Takings			£ 136.75	£ 136.75
Halloween Party			£ 365.14	£ 365.14
Unpresented				
Cheques/Payments				
ID Mobile Ltd - October			£ 7.50	£ 7.50
Ger - Cleaning Oct			£ 114.00	£ 114.00