

Trustees Annual Report, 2024-25

Our Aims and Objectives

Purposes

The purposes of our charity as set out in the objects contained in our articles of association are to benefit the residents of North Deal and the neighbourhood by working with the residents, local authorities, voluntary and other organisations to advance education and to provide facilities in the interest of social welfare for recreation and leisure time occupation with the aim of improving life for residents.

To do this, NDCC CIO aims to

- **Advance education:** We provide a venue for Kent Adult Education, the University of the Third Age (U3A) and other organisations to deliver formal and informal education courses for residents.
- **Provide recreation and leisure time opportunities:** We host a variety of independent groups and classes providing a range of activities including yoga, tai chi, art, dancing, singing and keep fit. In addition, we aim to continue to provide our own social club to tackle the problem of social isolation within our local community.
- **Improve social welfare:** We support several self-help groups for local people and work in partnership with health and social care organisations and individuals providing services based in our community centre with a long-term view of ensuring a positive, healthy, inclusive, and productive environment. Our aims fully reflect the purposes that the charity was set up to further.

Ensuring our work delivers our aims

We review our aims, objectives and activities each year. This report looks at what we achieved and the outcomes of our work in the previous 12 months. The report also helps us ensure our aims, objectives and activities remain focused on our stated purposes. We have referred to the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

The focus of our work

Our main objectives for the year continue to be those that support projects which focus on improving the lives of our local community. The strategies we use to meet these objectives include:

- Ensuring the community centre remains open even when the centre is not cost effective
- Working in partnership with other agencies to ensure the widest range of services are available that best match the needs of our client population. Our Trustees have attended networking sessions which raise the awareness of our own centre but also give us better understanding of what is available in the wider district.

The quality of our work

We apply the best quality standards of service to all our hirers, users and customers. We value the contribution our volunteers make to maintaining excellent relationships with all.

How our work delivers public benefit

All our charitable activities focus on improving the lives of the residents of North Deal and its neighbourhood and are undertaken to further our charitable purposes for the public benefit.

By opening the Centre during the day, in the evenings and at weekends we maximise public access to opportunities in accordance with our aims and objectives as stated previously. For instance, drama sessions for young people are being held on Saturdays and a local Repair Café Charity has used the premises every two months for the benefit of the community.

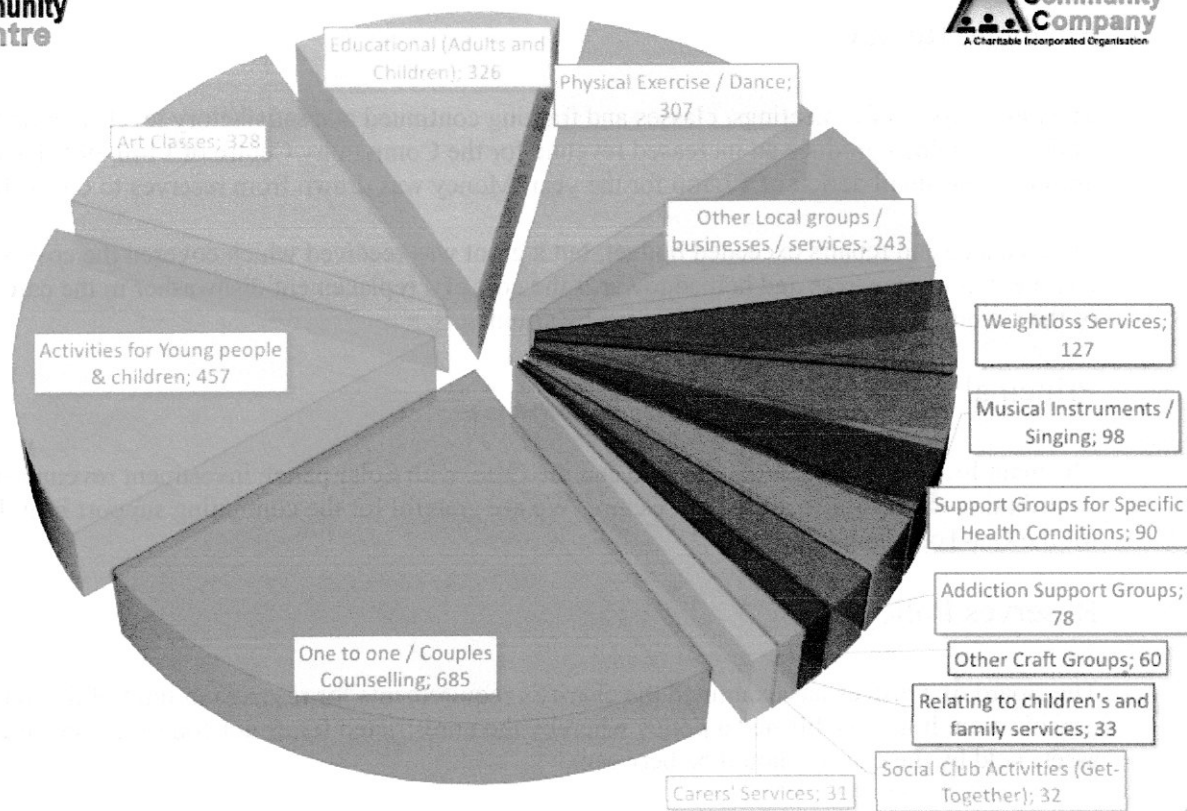
Who has used and benefited from our services?

Our most recent survey of visitors took place in 2024, illustrating that 82% live either in the North Deal area of CT14 6 or in one of the immediately surrounding postcodes. We have class sizes of up to 25 for fitness and health related exercise. Our café regularly has around 32 customers at lunchtime. The educational sessions have between six and 30 attendees. Support groups are well attended, providing help where needed.

We received a grant from the local council to help residents in North Deal with the cost of living, and we used this to subsidise meals in our café. To avoid any judgement as to who may or may not need this help, we discounted all meals, initially for 2 days each week, with an option for anyone to pay the full price if they chose, and many did. We continued this subsidy until the grant was fully distributed.

The pie chart below gives a visual breakdown of the groups that have benefited from NDCC over a seven-month period.

HOURS UTILISED BY CATEGORY JAN'25 TO AUG'25



Equal access to our services is an important issue for us. We are aware that many of the education and leisure activities within the centre are used mainly by the older, predominant ethnic group, and that we need to look at ways of attracting younger people and people from minority ethnic communities to the centre. We believe equal access to everything we do is vital to our success and that successful outcomes must be shared by all communities who use our community centre.

Skylight Community Cafe

The Skylight Cafe is a community cafe located in our community centre. The cafe is run by a manager serving full English Breakfasts, 2/3-course Lunches and homemade snacks, cakes and savouries at very reasonable prices; it is open weekdays from 9.00 to 15.00. The cafe has become an important part of the Community Centre as the year progressed.

Our Trustees

David Heard, (appointed April 2021)
Pam Fricker (resigned October 2024)
Fred Wilson (appointed October 2022)
Gill Forward (resigned October 2024)
John Turgoose (appointed July 2024)

Financial Review

The hire of rooms for meetings, classes and training continued at a satisfactory level. The first full year of operation of the cafe helped produce an increased revenue for the Community Centre of £140,399. This growth did not eliminate the small deficit of £7,566 for the year. Money was drawn from reserves to cover this deficit.

Maintenance and repairs exceeded budget, but a grant was received which covered the cost of replacing two commercial microwaves and helped towards the cost of a replacement dishwasher in the cafe. Much of the interior of the Community Centre was redecorated by volunteers.

Principal Funding Sources:

The main Income streams are room hire and the Cafe, with Solar panel, investment revenue and other fund-raising contributing to the well-being of the Centre. We are grateful for the continuing support from Deal Town Council for the Get-Together Club.

Reserves Policy

The Board of Trustees has examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between:

- a minimum of three months' running costs. This will enable the Charity to be able to respond to short-term fluctuations in the levels of funding and to have sufficient liquidity to meet short term liabilities.
- an optimum reserves level of nine months' running costs to ensure that any services and projects undertaken can be sustained for a reasonable time.

If at any time the Treasurer has cause to believe that the policy will be breached, then it will be reported at the next Board of Trustees' meeting and corrective action agreed.

Plans for Future Periods

The charity plans to continue the activities outlined above in the forthcoming years, and to develop new services to meet the needs of the community, subject to satisfactory funding arrangements.

The overall outcomes of our future plans will be that:

- More people will have a sense of improved individual wellbeing.
- More people who currently experience loneliness or social isolation will make new connections and be more integrated with their local community.
- More people will have increased access to employment, education, training and recovery.

- More people will have good mental and physical health - our services will focus on physical, psychological and social wellbeing.
- More people will have a positive experience of their local community centre.
- More people will be aware of the services available at the centre through improved communication and increased engagement.

Structure, Governance and Management

Governing Document

The organisation converted to a Foundation Charitable Incorporated Organisation on 26th November 2021. It was originally a charitable company limited by guarantee incorporated on 25th September 2006 and registered as a charity on 24th August 2015.

Recruitment and Appointment of Trustees and Management Committee

1. Trustees

(a) Apart from the first charity trustees, every appointed trustee is appointed for a term of two years by a resolution passed at a properly convened meeting of the charity trustees.

(b) In selecting individuals for appointment as appointed charity trustees, the charity trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

2. Management Committee

All but one (the Centre Manager) of the members of the Management Committee give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are shown in the accounts.

Trustee Induction and Training

New trustees receive an induction pack providing them with information about the charity, including the duties and obligations of trustees, the Memorandum and Articles, documents which set out the operational framework for the charity, the current financial position as set out in the latest published accounts, and future plans and objectives. Additionally, new trustees are invited and encouraged to attend a short introductory training session to familiarise themselves with the charity and the context within which it operates.

Risk Management

A risk register has been established and is updated regularly. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Organisational Structure

North Deal Community Company CIO has a Board of Trustees that meets every two months and is responsible for the strategic direction and policy of the charity. As of March 2025, the Board has four Trustees from a variety of

professional backgrounds relevant to the work of the charity. The community centre manager also attends Board meetings but has no voting rights. A member of our local council is also invited to attend but has no voting rights.

A scheme of delegation is in place and day to day responsibility for the management of the community centre rests with the Golf Road Community Centre Management Committee, which is a subcommittee of the Board and is Chaired by the Community Centre Manager. The subcommittee, along with the Centre Manager, has delegated responsibility for the day-to-day operational management of the Centre. The Chair of the subcommittee is responsible for the supervision of the staff team and ensuring that the team continue to develop their skills and working practices in line with good practice.

Signed:-



Date:-

25/9/25



27/9/25

NORTH DEAL COMMUNITY COMPANY CIO

Charity Registration number 1163274

ACCOUNTS FOR YEAR ENDING 31ST MARCH 2025

REGISTERED ADDRESS

Golf Road Community Centre
28 Golf Road, Deal Kent
CT14 6PY
tel 01304 239199
email: golfroadcentre@gmail.com

Trustees

John Turgoose (appointed 31st July 2024)
Pam Fricker (resigned 3rd Oct 2024)
David Heard
Frederick Wilson
Gill Forward (resigned 31st Oct 2024)

NORTH DEAL COMMUNITY COMPANY CIO
INCOME EXPENDITURE ACCOUNT FOR YEAR ENDING 31ST MARCH 2025

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
<u>Income</u>			
GRC Income	63466		63466
Skylight Cafe	64878	1480	66358
<u>Total Income</u>	128344	1480	129824
<u>Expenditure</u>			
GRC Staff Costs	-27643		-27643
GRC Operating Costs	-36060	-7788	-43848
Cafe Staff Costs	-41158		-41158
Cafe Operating Costs	-26596	-453	-27049
Governance	-1049		-1049
Total Expenditure	-132506	-8241	-140747
Income & Expenditure Surplus/(Deficit)	-4162	-6761	<u>-10923</u>
Investment Income	3357		3357
Total Surplus/(Deficit)			<u><u>-7566</u></u>
Balance of Funds at 31 March 2024			21294
Surplus(Deficit) for year			-7566
Transfer from designated funds			5000
Balance of Funds at 31 March 2025			18728

NORTH DEAL COMMUNITY COMPANY CIO
BALANCE SHEET FOR YEAR ENDING 31ST MARCH 2025

Fixed Assets

Land & Buildings			850000	
Equipment, Fixtures & Fittings				
Cost - b/fwd		34323		
Cost - additions		4354		
Depn - b/fwd		-28846		
Depn - charge		-2328		
Residual Value @ 31st March 2025			7502	857502

Current Assets

	01.04.2024	31.03.2025		
Cash in bank & in hand (Restricted)	9115	1327	1327	
Cash in bank & in hand (Unrestricted)	2193	7903	7903	
Debtors & Prepayments		7721	<u>7721</u>	
			16951	
Sundry Creditors			-5725	11226
Investments at Valuation				<u>114164</u>
<u>Total net assets</u>				<u><u>982892</u></u>

The total net assets represent:-

Donated Property				850000	
Designated Funds	Cyclical Maintenance	Extraordinary Maintenance	General Reserve		
Balance at 1st April 2024	53444	35630	35629		
Transfer of funds			-5000		
Revaluation adjustment	<u>-2558</u>	<u>-1627</u>	<u>-1374</u>		
Balance at 31st March 2025	<u>50886</u>	<u>34003</u>	<u>29275</u>	114164	964164
Income & Expenditure Account					
Balance at 1st April 2024				21294	
Deduct Deficit for the year				-7566	
Transfer of Designated funds				5000	
Balance at 31st March 2025					18728
					<u><u>982892</u></u>

Signed:



Dated:

25/9/25.



25/9/25

NOTES TO THE ACCOUNTS 2024-2025

The Accounts for the year are presented showing both unrestricted and restricted funds and this will be the format going forward.

The restricted funds figures reflects grant funding for the Get Together Club.

There are no figures relating to stock at year end for the cafe or the centre. Both areas minimize inventory levels.

Income

Only one grant was obtained in this financial year which helped towards equipment replacement. The Room hire figure was up on the previous year and the cafe sales month by month showed improvement.

Expenditure

An analysis of utility usage enabled the division of bills between the cafe and the centre. This will assist with identifying realistic expenditure figures for each area. The expiry of fixed contracts for both electricity and gas however resulted in significant increases for these resources. All staff were awarded increments to salaries which resulted in this expense increasing from the previous year.

Maintenance expenditure was up due to general repairs being carried out and redecoration of the centre was completed.

Investments

There was a withdrawal £5000 from the investment fund to go towards buying equipment for the cafe, the remainder was credited to the unrestricted funds.

The value of the investments reduced in value due to market changes.



Section A

Independent Examiner's Report

Report to the
trustees/directors/
members of

NORTH DEAL COMMUNITY
CENTRE CIO

On accounts for the year
ended

31.03.2025

Charity no.:

1163274

Company no.:

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31/03/2025.

Responsibilities and
basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

Independent
examiner's statement

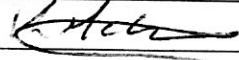
[The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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:  Date: 13/9/25

Name: VICTORIA MCCARTHY

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

Address: 96 MONGHAM RD
DEAL
KENT CT14 9PE

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.

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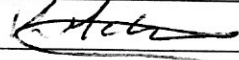
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Relevant professional qualification(s) or body (if any): MICB

Address: 96 MONGHAM RD
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