

**Old Felixstowe Community Association**

**Report and Financial Statements**

**Year ended 30 June 2025**

***DRAFT***

# **Old Felixstowe Community Association**

## **Financial statements for the year ended 30 June 2025**

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## **Legal and Administrative Information**

### **Address**

The principal address of the Association is:  
Old Felixstowe Community Centre, Ferry Road, Felixstowe, Suffolk, IP11 9NB

### **Status**

The Association was formed in 1974 and registered as a Charity.

On 25<sup>th</sup> August 2015, OFCA was registered as a Charitable Incorporated Organisation (number 1163286). The former charity (number 269624) ceased on 30<sup>th</sup> June 2016 and the new (CIO) began on 1<sup>st</sup> July 2016. It is governed in accordance with its Constitution.

Policy and general management of the affairs of the Association are directed by a General Council consisting of the Trustees; one representative of each of the Affiliated Organisations of the Association (formed within the Association among the individual members for the furtherance of a common activity); an equal number of elected representatives from the individual members of the Association; and representatives of the local council. General Council meets not less than three times a year. Representatives of the individual members serve for three years. Approximately one third retire annually but are eligible for re-election at the AGM.

A Centre Management Committee, elected at the AGM, manages the day-to-day affairs of the Association. The Parochial Church Council may appoint up to four representatives to this Committee.

The current Trustees of the Association are Doreen Savage, Gina Cooper, Gillian Barnett, Terry Smith, and Celia Page. New Trustees are elected by the General Council. Trustee meetings are held at least once a year.

A Standing Committee, consisting of Chair of General Council, Chair of Management Committee, Treasurer and Secretary, advises General Council and makes policy decisions on behalf of General Council when these decisions cannot be delayed until Council's next meeting.

During 2024/25 General Council met 4 times, the Management Committee 10 times and the Trustees twice.

### **GDPR**

The Association is complying with the General Data Protection Regulations which came into effect on 25<sup>th</sup> May 2018.

### **Honorary Officers of the Association**

Chairman	C. Page (also Joint Administrator)
Treasurer	V. White (Until 16th October 2025) Paul Weavers (From 16th October 2025)
Secretary	M. Whitely (part)

Other Elected Members of General Council: J. Berry  
E. Clark  
G. Cooper (Vice Chairman)  
L. Drouet (Joint Administrator)  
J. Fairweather  
L. Fraser (Accounts Administrator)  
M. Lamacraft  
L. Osborne  
L. Sampson  
D. Songhurst (Newsletter Editor/Website Manager)  
L. Songhurst  
P. Varden  
  
E. Wright

### **Members of the Centre Management Committee**

<u>Elected</u>	<u>Appointed by the PCC</u>
E. Clark (Chair)	J. Jones
G. Cooper	B. Bown
L. Drouet	
J. Fairweather	
C. Page	
P. Weavers	
V White	
M Whiteley (part)	
E Wright	

### **Solicitors**

Mezzle, formerly Gotelee Solicitors  
Franciscan House,  
51 Princes St, Ipswich IP1 1UR

### **Bank and Building Society Accounts**

Treasurer's Account: TSB Bank PLC  
16 Buttermarket, Ipswich, IP1 1BG  
CAF 60 Day Notice Account: Shawbrook Bank

### **Independent Examiner**

Suffolk Tax Accountants Ltd, Crockatt Rd, Hadleigh, Ipswich IP7 6RD

### **Activities**

The Association exists to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation for the benefit of the inhabitants of Old Felixstowe and the neighbourhood, and to establish, maintain and manage a Centre for the furtherance of such objectives.

Members received six online newsletters during the year and details of OFCA activities are regularly updated on the website ([oldfelixstoweca.org.uk](http://oldfelixstoweca.org.uk)).

The Association also maintains a Facebook page, used to advertise to the local community.



The Centre continues to be well used by national, regional and local organisations and clubs whose members come from every age group and enjoy a wide variety of recreational activities.

As of the end of the financial year there were 13 such groups formally affiliated to the Association. All or part of the Centre is also frequently hired on an occasional basis for a wide range of other events. On Sundays the Church has exclusive use of the Centre.

Various health and safety inspections were held during the year, with satisfactory results.

A comprehensive programme of repairs, maintenance and refurbishment continued throughout the year.

Some fund-raising events, such as the Community Markets, A Dot and DoDah clothing sale and the Summer Fair were held.

### **The Long-Term Future**

The main challenges are:

1. To ensure the Community Centre is a safe environment for all users.
2. To continue to encourage hirers of the Centre, offering activities and facilities to improve the quality of life for our members and the local community.
3. To recruit more volunteers to share the workload of running the Association and the Centre. In the event of a lack of volunteers to undertake administration roles, trustees are contemplating paid roles for the sustainable development and continuation of the Association.
4. To continue to improve and maintain the Community Centre to a high standard.

### **Donations**

The Trustees have been very grateful for financial donations and grants received during the year from:

E Clark - Donations for Bricks

The Community Market

Nettie Trigg - donation from will

In lieu of The Christmas Card Delivery Scheme, we received a donation from Jean Brackley.

Maritime Cargo Processing

Subscriptions

We would like to thank everyone who has supported our events during this year and made donations to OFCA.

### **Financial Risk Management**

At every meeting of General Council and the Management Committee, the Treasurer gives a written report confirming bank balances and draws attention to any unusual financial movements.

This report was approved by all the Trustees on 7<sup>th</sup> October 2025:

Doreen Savage  
Celia Page

Gina Cooper  
Terry Smith

Gillian Barnett

# INDEPENDENT EXAMINER'S REPORT

## TO THE GENERAL MEMBERS OF OLD FELIXSTOWE COMMUNITY ASSOCIATION

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I report to the General members on my examination of the financial statements of Old Felixstowe Community Association (the Charity) for the year ended 30 June 2025.

### *Responsibilities and basis of report*

As the General member of the Charity, you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### *Independent examiner's statement*

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 2011 Act: or
- 2 the financial statements do not accord with those records; or
- 3 The financial statements 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 to enable a proper understanding of the financial statements to be reached.

Alistair Porter, FMAAT  
Suffolk Tax Accountants Ltd  
9 Byford Court  
Crockatt Road  
Hadleigh  
Suffolk  
IP7 6RD



Dated: 1<sup>st</sup> April 2026

**Old Felixstowe Community Association**

**Statement of Financial Activities for the year ended 30 June 2025**

	Note	Unrestricted funds £	Restricted income funds £	Total 2025 £	Total 2024 £
<b>Incoming resources</b>					
General Council and Management Committee	3	65,089	-	65,089	46,927
<b>Total incoming resources</b>		<u>65,089</u>	<u>-</u>	<u>65,089</u>	<u>46,927</u>
<b>Resources expended</b>					
General Council and Management Committee	4	46,849	-	46,849	33,610
<b>Total expenditure</b>		<u>46,849</u>	<u>-</u>	<u>46,849</u>	<u>33,610</u>
<b>Net income / (expenditure)</b>		18,240	-	18,240	13,317
<b>Gross transfers between</b>		-	-	-	-
<b>Net movement in funds</b>		<u>18,240</u>	<u>-</u>	<u>18,240</u>	<u>13,317</u>
<b>Total funds brought forward</b>		220,429	-	220,429	207,112
<b>Total funds carried forward</b>		<u><u>238,669</u></u>	<u><u>-</u></u>	<u><u>238,669</u></u>	<u><u>220,429</u></u>

All activities relate to continuing operations.

The statement of financial activities includes all gains and losses recognised in the year and therefore a statement of total recognised gains and losses has not been prepared.

**Old Felixstowe Community Association**  
**Balance Sheet as at 30th June 2025**

	Note	Unrestricted funds £	Restricted income funds £	Total 2025 £	2024 £
<b>Fixed assets</b>					
Tangible assets	7	86,257	-	86,257	98,467
		<u>86,257</u>	<u>-</u>	<u>86,257</u>	<u>98,467</u>
<b>Current assets</b>					
Debtors	9	-	-	-	-
Cash at bank and in hand		152,414	-	152,414	122,163
		<u>152,414</u>	<u>-</u>	<u>152,414</u>	<u>122,163</u>
<b>Creditors: amounts falling due within one year</b>	10	-	-	-	200
		<u>152,414</u>	<u>-</u>	<u>152,414</u>	<u>121,963</u>
<b>Net current assets</b>					
		<u>238,669</u>	<u>-</u>	<u>238,669</u>	<u>220,429</u>
<b>Net assets</b>					
		<u>238,669</u>	<u>-</u>	<u>238,669</u>	<u>220,429</u>
<b>Funds of the Charity</b>					
Unrestricted funds	13	222,805	-	222,805	204,565
Restricted income funds		-	-	-	-
Revaluation reserve		15,864	-	15,864	15,864
		<u>238,669</u>	<u>-</u>	<u>238,669</u>	<u>220,429</u>
<b>Total funds</b>		<u>238,669</u>	<u>-</u>	<u>238,669</u>	<u>220,429</u>



3) Analysis of incoming resources

General Council and Management Committee	2025		2024	
	Unrestricted	Restricted	Total funds	Total funds
	£	£	£	£
Subscriptions and affiliation fees	150	-	150	717
Community markets	5,001	-	5,001	4,628
Summer fair	-	-	-	1,806
Christmas card scheme	-	-	-	588
Hiring income	36,547	-	36,547	33,059
Beverages	393	-	393	798
Fundraising	1,822	-	1,822	45
50th anniversary book sale income	20	-	20	570
Donations	5,831	-	5,831	1,309
Government grants	-	-	-	-
Grant income	15,000	-	15,000	3,000
Newsletter advertising	42	-	42	126
Photocopying	3	-	3	1
Interest	280	-	280	280
	<u>65,089</u>	<u>-</u>	<u>65,089</u>	<u>46,927</u>

4) Analysis of resources expended

General Council and Management Committee	2025		2024	
	Unrestricted	Restricted	Total funds	Total funds
	£	£	£	£
Rent (PCC)	5	-	5	5
Insurance	1,386	-	1,386	1,083
Web page	-	-	-	216
Fire inspection	192	-	192	186
Newsletter printing	185	-	185	664
Telephone	1,066	-	1,066	1,173
Repairs and renewals	10,912	-	10,912	10,115
Accountancy fees	-	-	-	-
Subscriptions	90	-	90	60
Gifts	38	-	38	91
50th anniversary celebration costs	-	-	-	1,261
Legal fees	970	-	970	-
Donations	28	-	28	125
Electricity	1,565	-	1,565	1,824
Gas	5,035	-	5,035	4,664
Rates	363	-	363	237
Water rates	828	-	828	826
Refuse collection	1,477	-	1,477	2,449
Cleaning	7,571	-	7,571	6,652
Administrative expenses	1,182	-	1,182	1,829
Beverages	119	-	119	150
Depreciation	13,837	-	13,837	-
	<u>46,849</u>	<u>-</u>	<u>46,849</u>	<u>33,610</u>

7)	Tangible fixed assets	Long leasehold land and buildings	Fixtures, furniture and equipment	Total
		£	£	£
	Cost or valuation			
	As at 1 July 2024	202,576	69,703	272,279
	Additions	-	1,627	1,627
	Disposals	-	-	-
	<b>As at 30 June 2025</b>	<b>202,576</b>	<b>71,330</b>	<b>273,906</b>
	<b>Depreciation</b>			
	As at 1 July 2024	120,895	52,917	173,812
	Charge for the year	8,422	5,415	13,837
	Depreciation on disposals	-	-	-
	<b>As at 30 June 2025</b>	<b>129,317</b>	<b>58,332</b>	<b>187,649</b>
	<b>Net Book Value at 30 June 2025</b>	<b>73,259</b>	<b>12,998</b>	<b>86,257</b>
	Net Book Value at 30 June 2024	81,681	16,786	98,467
	<b>Cost or valuation is represented by:</b>			
	Cost	32,576	69,524	102,100
	Valuation	170,000		170,000
		<b>202,576</b>	<b>69,524</b>	<b>272,100</b>
9)	Debtors		2025	2024
			£	£
	Prepayments and accrued income		-	-
			-	-
10)	Creditors: Amounts falling due within one year		2025	2024
			£	£
	Accruals and deferred income		-	200
	Returnable deposits held		-	
			-	200

13) Analysis of movement in funds

Fund names	Type PE, EE R or UR *	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
Revaluation reserve	UR	15,864	-	-	-	-	15,864
General Council and management committee - designated fund	UR	40,000	-	-	-	-	40,000
General Council and management committee	UR	164,565	65,089	46,849	-	-	182,805
Warm room project	R	-	-	-	-	-	-
Courtyard project	R	-	-	-	-	-	-
General Council and management committee - designated fund (Courtyard project)	UR	-	-	-	-	-	-
Sports committee and carpet bowls club	UR	-	-	-	-	-	-
<b>Total Funds as per balance sheet</b>		220,429	65,089	46,849	-	-	238,669

Insert from separate tabs

Analysis of movement in funds - prior year

Fund names	Type PE, EE R or UR *	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
Revaluation reserve	UR	21,784	-	-	2,960	-	18,824
General Council and management committee - designated fund	UR	40,000	-	-	-	-	40,000
General Council and management committee	UR	148,793	36,783	34,386	3,750	-	147,440
Warm room project	R	-	638	45	593	-	-
Courtyard project	R	1,000	-	1,000	-	-	-
General Council and management committee - designated fund (Courtyard project)	UR	-	-	9,372	7,303	-	-
Sports committee and carpet bowls club	UR	848	-	-	-	-	848
<b>Total Funds as per balance sheet</b>		214,494	37,421	44,803	-	-	207,112

The transfer represents the depreciation charge relating to the revalued element of long leasehold land and buildings. The transfer is for the depreciation charge of £2,960.30 per annum.





## Receipts and payments accounts

CC16a

For the period  
from

01/07/2024

To

30/06/2025

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Subscriptions and affiliation fees	150	-	-	150	717
Community markets	5,001	-	-	5,001	4,628
Summer Fair	-	-	-	-	1,806
Christmas card scheme	-	-	-	-	588
Hiring income	36,547	-	-	36,547	33,059
50th anniversary book sales income	20	-	-	20	570
Beverages	393	-	-	393	798
Fundraising	1,822	-	-	1,822	45
Donations	5,831	-	-	5,831	1,309
Grant income	15,000	-	-	15,000	3,000
Newsletter advertising	42	-	-	42	126
Photocopying	3	-	-	3	1
Interest on deposit account	280	-	-	280	280
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>65,089</b>	<b>-</b>	<b>-</b>	<b>65,089</b>	<b>46,927</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>65,089</b>	<b>-</b>	<b>-</b>	<b>65,089</b>	<b>46,927</b>
<b>A3 Payments</b>					
Rent (PCC)	5	-	-	5	5
Insurance	1,386	-	-	1,386	1,083
Web page	-	-	-	-	216
Fire inspection	-	-	-	-	186
Newsletter printing	185	-	-	185	664
Stationery	82	-	-	82	-
Telephone	1,066	-	-	1,066	1,173
Repairs and renewals	11,104	-	-	11,104	10,115
Accountancy fees	-	-	-	-	-
Subscriptions	90	-	-	90	60
Gifts	38	-	-	38	91
Legal fees	1,170	-	-	1,170	-
50th anniversary celebration costs	-	-	-	-	1,261
Donations	28	-	-	28	125
Electricity	1,565	-	-	1,565	1,824
Gas	5,035	-	-	5,035	4,664
Rates	363	-	-	363	237
Water rates	828	-	-	828	826
Refuse collection	1,477	-	-	1,477	2,449
Cleaning	7,570	-	-	7,570	6,652
Administrative expenses	1,100	-	-	1,100	1,828
Beverages	119	-	-	119	150
<b>Sub total</b>	<b>33,211</b>	<b>-</b>	<b>-</b>	<b>33,211</b>	<b>33,609</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Returnable deposits received and repaid	-	-	-	-	100
Purchase of fixed assets	1,627	-	-	1,627	179
<b>Sub total</b>	<b>1,627</b>	<b>-</b>	<b>-</b>	<b>1,627</b>	<b>279</b>
<b>Total payments</b>	<b>34,838</b>	<b>-</b>	<b>-</b>	<b>34,838</b>	<b>33,888</b>

<i>Net of receipts/(payments)</i>	30,251	-	-	30,251	13,039
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	122,163	-	-	122,163	109,124
<i>Cash funds this year end</i>	152,414	-	-	152,414	122,163

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank and cash	152,414	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>152,414</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Long leasehold land and buildings	Unrestricted	-	-
	Fixtures, furniture and equipment	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Old Felixstowe Community Association

Old Felixstowe

## Receipts and payments accounts

CC16a

For the period  
from

01/07/2024

To

30/06/2025

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Subscriptions and affiliation fees	150	-	-	150	717
Community markets	5,001	-	-	5,001	4,628
Summer Fair	-	-	-	-	1,806
Christmas card scheme	-	-	-	-	588
Hiring income	36,547	-	-	36,547	33,059
50th anniversary book sales income	20	-	-	20	570
Beverages	393	-	-	393	798
Fundraising	1,822	-	-	1,822	45
Donations	5,831	-	-	5,831	1,309
Grant income	15,000	-	-	15,000	3,000
Newsletter advertising	42	-	-	42	126
Photocopying	3	-	-	3	1
Interest on deposit account	280	-	-	280	280
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>65,089</b>	<b>-</b>	<b>-</b>	<b>65,089</b>	<b>46,927</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>65,089</b>	<b>-</b>	<b>-</b>	<b>65,089</b>	<b>46,927</b>

<b>A3 Payments</b>					
Rent (PCC)	5	-	-	5	5
Insurance	1,386	-	-	1,386	1,083
Web page	-	-	-	-	216
Fire inspection	-	-	-	-	186
Newsletter printing	185	-	-	185	664
Stationery	82	-	-	82	-
Telephone	1,066	-	-	1,066	1,173
Repairs and renewals	11,104	-	-	11,104	10,115
Accountancy fees	-	-	-	-	-
Subscriptions	90	-	-	90	60
Gifts	38	-	-	38	91
Legal fees	1,170	-	-	1,170	-
50th anniversary celebration costs	-	-	-	-	1,261
Donations	28	-	-	28	125
Electricity	1,565	-	-	1,565	1,824
Gas	5,035	-	-	5,035	4,664
Rates	363	-	-	363	237
Water rates	828	-	-	828	826
Refuse collection	1,477	-	-	1,477	2,449
Cleaning	7,570	-	-	7,570	6,652
Administrative expenses	1,100	-	-	1,100	1,828
Beverages	119	-	-	119	150
<b>Sub total</b>	<b>33,211</b>	<b>-</b>	<b>-</b>	<b>33,211</b>	<b>33,609</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Returnable deposits received and repaid	-	-	-	-	100
	1,627	-	-	1,627	179
Purchase of fixed assets	1,627	-	-	1,627	279
<b>Sub total</b>	<b>1,627</b>	<b>-</b>	<b>-</b>	<b>1,627</b>	<b>558</b>
<b>Total payments</b>	<b>34,838</b>	<b>-</b>	<b>-</b>	<b>34,838</b>	<b>33,888</b>



Net of receipts/(payments)	30,251	-	-	30,251	13,039
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	122,163	-	-	122,163	109,124
Cash funds this year end	152,414	-	-	152,414	122,163

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank and cash	152,414	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>152,414</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Long leasehold land and buildings	Unrestricted	-	-
	Fixtures, furniture and equipment	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

C. A. Page

CELIA ANN PAGE

29/4/2026



**Old Felixstowe Community Association**

**Report and Financial Statements**

**Year ended 30 June 2025**

***DRAFT***

# **Old Felixstowe Community Association**

## **Financial statements for the year ended 30 June 2025**

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## **Legal and Administrative Information**

### **Address**

The principal address of the Association is:  
Old Felixstowe Community Centre, Ferry Road, Felixstowe, Suffolk, IP11 9NB

### **Status**

The Association was formed in 1974 and registered as a Charity.

On 25<sup>th</sup> August 2015, OFCA was registered as a Charitable Incorporated Organisation (number 1163286). The former charity (number 269624) ceased on 30<sup>th</sup> June 2016 and the new (CIO) began on 1<sup>st</sup> July 2016. It is governed in accordance with its Constitution.

Policy and general management of the affairs of the Association are directed by a General Council consisting of the Trustees; one representative of each of the Affiliated Organisations of the Association (formed within the Association among the individual members for the furtherance of a common activity); an equal number of elected representatives from the individual members of the Association; and representatives of the local council. General Council meets not less than three times a year. Representatives of the individual members serve for three years. Approximately one third retire annually but are eligible for re-election at the AGM.

A Centre Management Committee, elected at the AGM, manages the day-to-day affairs of the Association. The Parochial Church Council may appoint up to four representatives to this Committee.

The current Trustees of the Association are Doreen Savage, Gina Cooper, Gillian Barnett, Terry Smith, and Celia Page. New Trustees are elected by the General Council. Trustee meetings are held at least once a year.

A Standing Committee, consisting of Chair of General Council, Chair of Management Committee, Treasurer and Secretary, advises General Council and makes policy decisions on behalf of General Council when these decisions cannot be delayed until Council's next meeting.

During 2024/25 General Council met 4 times, the Management Committee 10 times and the Trustees twice.

### **GDPR**

The Association is complying with the General Data Protection Regulations which came into effect on 25<sup>th</sup> May 2018.

### **Honorary Officers of the Association**

Chairman	C. Page (also Joint Administrator)
Treasurer	V. White (Until 16th October 2025) Paul Weavers (From 16th October 2025)
Secretary	M. Whitely (part)



Other Elected Members of General Council: J. Berry  
E. Clark  
G. Cooper (Vice Chairman)  
L. Drouet (Joint Administrator)  
J. Fairweather  
L. Fraser (Accounts Administrator)  
M. Lamacraft  
L. Osborne  
L. Sampson  
D. Songhurst (Newsletter Editor/Website Manager)  
L. Songhurst  
P. Varden  
  
E. Wright

### **Members of the Centre Management Committee**

<u>Elected</u>	<u>Appointed by the PCC</u>
E. Clark (Chair)	J. Jones
G. Cooper	B. Bown
L. Drouet	
J. Fairweather	
C. Page	
P. Weavers	
V White	
M Whiteley (part)	
E Wright	

### **Solicitors**

Mezzle, formerly Gotelee Solicitors  
Franciscan House,  
51 Princes St, Ipswich IP1 1UR

### **Bank and Building Society Accounts**

Treasurer's Account: TSB Bank PLC  
16 Buttermarket, Ipswich, IP1 1BG  
CAF 60 Day Notice Account: Shawbrook Bank

### **Independent Examiner**

Suffolk Tax Accountants Ltd, Crockatt Rd, Hadleigh, Ipswich IP7 6RD

### **Activities**

The Association exists to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation for the benefit of the inhabitants of Old Felixstowe and the neighbourhood, and to establish, maintain and manage a Centre for the furtherance of such objectives.

Members received six online newsletters during the year and details of OFCA activities are regularly updated on the website ([oldfelixstoweca.org.uk](http://oldfelixstoweca.org.uk)).

The Association also maintains a Facebook page, used to advertise to the local community.

The Centre continues to be well used by national, regional and local organisations and clubs whose members come from every age group and enjoy a wide variety of recreational activities.

As of the end of the financial year there were 13 such groups formally affiliated to the Association. All or part of the Centre is also frequently hired on an occasional basis for a wide range of other events. On Sundays the Church has exclusive use of the Centre.

Various health and safety inspections were held during the year, with satisfactory results.

A comprehensive programme of repairs, maintenance and refurbishment continued throughout the year.

Some fund-raising events, such as the Community Markets, A Dot and DoDah clothing sale and the Summer Fair were held.

### **The Long-Term Future**

The main challenges are:

1. To ensure the Community Centre is a safe environment for all users.
2. To continue to encourage hirers of the Centre, offering activities and facilities to improve the quality of life for our members and the local community.
3. To recruit more volunteers to share the workload of running the Association and the Centre. In the event of a lack of volunteers to undertake administration roles, trustees are contemplating paid roles for the sustainable development and continuation of the Association.
4. To continue to improve and maintain the Community Centre to a high standard.

### **Donations**

The Trustees have been very grateful for financial donations and grants received during the year from:

E Clark - Donations for Bricks

The Community Market

Nettie Trigg - donation from will

In lieu of The Christmas Card Delivery Scheme, we received a donation from Jean Brackley.

Maritime Cargo Processing

Subscriptions

We would like to thank everyone who has supported our events during this year and made donations to OFCA.

### **Financial Risk Management**

At every meeting of General Council and the Management Committee, the Treasurer gives a written report confirming bank balances and draws attention to any unusual financial movements.

This report was approved by all the Trustees on 7<sup>th</sup> October 2025:

Doreen Savage  
Celia Page

Gina Cooper  
Terry Smith

Gillian Barnett

# INDEPENDENT EXAMINER'S REPORT

## TO THE GENERAL MEMBERS OF OLD FELIXSTOWE COMMUNITY ASSOCIATION

---

I report to the General members on my examination of the financial statements of Old Felixstowe Community Association (the Charity) for the year ended 30 June 2025.

### *Responsibilities and basis of report*

As the General member of the Charity, you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### *Independent examiner's statement*

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 The financial statements 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 to enable a proper understanding of the financial statements to be reached.

Alistair Porter, FMAAT  
Suffolk Tax Accountants Ltd  
9 Byford Court  
Crockatt Road  
Hadleigh  
Suffolk  
IP7 6RD



Dated: 1<sup>st</sup> April 2026



**Old Felixstowe Community Association**

**Statement of Financial Activities for the year ended 30 June 2025**

	Note	Unrestricted funds £	Restricted income funds £	Total 2025 £	Total 2024 £
<b>Incoming resources</b>					
General Council and Management Committee	3	65,089	-	65,089	46,927
<b>Total incoming resources</b>		<u>65,089</u>	<u>-</u>	<u>65,089</u>	<u>46,927</u>
<b>Resources expended</b>					
General Council and Management Committee	4	46,849	-	46,849	33,610
<b>Total expenditure</b>		<u>46,849</u>	<u>-</u>	<u>46,849</u>	<u>33,610</u>
<b>Net income / (expenditure)</b>		18,240	-	18,240	13,317
<b>Gross transfers between</b>		-	-	-	-
<b>Net movement in funds</b>		<u>18,240</u>	<u>-</u>	<u>18,240</u>	<u>13,317</u>
<b>Total funds brought forward</b>		220,429	-	220,429	207,112
<b>Total funds carried forward</b>		<u>238,669</u>	<u>-</u>	<u>238,669</u>	<u>220,429</u>

All activities relate to continuing operations.

The statement of financial activities includes all gains and losses recognised in the year and therefore a statement of total recognised gains and losses has not been prepared.



**Old Felixstowe Community Association**  
**Balance Sheet as at 30th June 2025**

	Note	Unrestricted funds £	Restricted income funds £	Total 2025 £	2024 £
<b>Fixed assets</b>					
Tangible assets	7	86,257	-	86,257	98,467
		<u>86,257</u>	<u>-</u>	<u>86,257</u>	<u>98,467</u>
<b>Current assets</b>					
Debtors	9	-	-	-	-
Cash at bank and in hand		152,414	-	152,414	122,163
		<u>152,414</u>	<u>-</u>	<u>152,414</u>	<u>122,163</u>
<b>Creditors: amounts falling due within one year</b>	10	-	-	-	200
		<u>152,414</u>	<u>-</u>	<u>152,414</u>	<u>121,963</u>
<b>Net current assets</b>					
		<u>238,669</u>	<u>-</u>	<u>238,669</u>	<u>220,429</u>
<b>Net assets</b>					
		<u>238,669</u>	<u>-</u>	<u>238,669</u>	<u>220,429</u>
<b>Funds of the Charity</b>					
Unrestricted funds	13	222,805	-	222,805	204,565
Restricted income funds		-	-	-	-
Revaluation reserve		15,864		15,864	15,864
		<u>238,669</u>	<u>-</u>	<u>238,669</u>	<u>220,429</u>
<b>Total funds</b>		<u>238,669</u>	<u>-</u>	<u>238,669</u>	<u>220,429</u>

3) Analysis of incoming resources

General Council and Management Committee	2025		2024	
	Unrestricted	Restricted	Total funds	Total funds
	£	£	£	£
Subscriptions and affiliation fees	150	-	150	717
Community markets	5,001	-	5,001	4,628
Summer fair	-	-	-	1,806
Christmas card scheme	-	-	-	588
Hiring income	36,547	-	36,547	33,059
Beverages	393	-	393	798
Fundraising	1,822	-	1,822	45
50th anniversary book sale income	20	-	20	570
Donations	5,831	-	5,831	1,309
Government grants	-	-	-	-
Grant income	15,000	-	15,000	3,000
Newsletter advertising	42	-	42	126
Photocopying	3	-	3	1
Interest	280	-	280	280
	<u>65,089</u>	<u>-</u>	<u>65,089</u>	<u>46,927</u>

4) Analysis of resources expended

General Council and Management Committee	2025		2024	
	Unrestricted	Restricted	Total funds	Total funds
	£	£	£	£
Rent (PCC)	5	-	5	5
Insurance	1,386	-	1,386	1,083
Web page	-	-	-	216
Fire inspection	192	-	192	186
Newsletter printing	185	-	185	664
Telephone	1,066	-	1,066	1,173
Repairs and renewals	10,912	-	10,912	10,115
Accountancy fees	-	-	-	-
Subscriptions	90	-	90	60
Gifts	38	-	38	91
50th anniversary celebration costs	-	-	-	1,261
Legal fees	970	-	970	-
Donations	28	-	28	125
Electricity	1,565	-	1,565	1,824
Gas	5,035	-	5,035	4,664
Rates	363	-	363	237
Water rates	828	-	828	826
Refuse collection	1,477	-	1,477	2,449
Cleaning	7,571	-	7,571	6,652
Administrative expenses	1,182	-	1,182	1,829
Beverages	119	-	119	150
Depreciation	13,837	-	13,837	-
	<u>46,849</u>	<u>-</u>	<u>46,849</u>	<u>33,610</u>

<b>7) Tangible fixed assets</b>	<b>Long leasehold land and buildings</b>	<b>Fixtures, furniture and equipment</b>	<b>Total</b>
<b>Cost or valuation</b>	<b>£</b>	<b>£</b>	<b>£</b>
As at 1 July 2024	202,576	69,703	272,279
Additions	-	1,627	1,627
Disposals	-	-	-
<b>As at 30 June 2025</b>	<b>202,576</b>	<b>71,330</b>	<b>273,906</b>
<b>Depreciation</b>			
As at 1 July 2024	120,895	52,917	173,812
Charge for the year	8,422	5,415	13,837
Depreciation on disposals	-	-	-
<b>As at 30 June 2025</b>	<b>129,317</b>	<b>58,332</b>	<b>187,649</b>
<b>Net Book Value at 30 June 2025</b>	<b>73,259</b>	<b>12,998</b>	<b>86,257</b>
Net Book Value at 30 June 2024	81,681	16,786	98,467
<b>Cost or valuation is represented by:</b>			
Cost	32,576	69,524	102,100
Valuation	170,000	-	170,000
	<b>202,576</b>	<b>69,524</b>	<b>272,100</b>
<b>9) Debtors</b>		<b>2025</b>	<b>2024</b>
		<b>£</b>	<b>£</b>
Prepayments and accrued income		-	-
		<b>-</b>	<b>-</b>
<b>10) Creditors: Amounts falling due within one year</b>		<b>2025</b>	<b>2024</b>
		<b>£</b>	<b>£</b>
Accruals and deferred income		-	200
Returnable deposits held		-	-
		<b>-</b>	<b>200</b>

13) Analysis of movement in funds

Fund names	Type PE, EE R or UR *	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
Revaluation reserve	UR	15,864	-	-	-	-	15,864
General Council and management committee - designated fund	UR	40,000	-	-	-	-	40,000
General Council and management committee	UR	164,565	65,089	46,849	-	-	182,805
Warm room project	R	-	-	-	-	-	-
Courtyard project	R	-	-	-	-	-	-
General Council and management committee - designated fund (Courtyard project)	UR	-	-	-	-	-	-
Sports committee and carpet bowls club	UR	-	-	-	-	-	-
<b>Total Funds as per balance sheet</b>		220,429	65,089	46,849	-	-	238,669

Insert from separate tabs

Analysis of movement in funds - prior year

Fund names	Type PE, EE R or UR *	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
Revaluation reserve	UR	21,784	-	-	2,960	-	18,824
General Council and management committee - designated fund	UR	40,000	-	-	-	-	40,000
General Council and management committee	UR	148,793	36,783	34,386	3,750	-	147,440
Warm room project	R	-	638	45	593	-	-
Courtyard project	R	1,000	-	1,000	-	-	-
General Council and management committee - designated fund (Courtyard project)	UR	2,069	-	9,372	7,303	-	-
Sports committee and carpet bowls club	UR	848	-	-	-	-	848
<b>Total Funds as per balance sheet</b>		214,494	37,421	44,803	-	-	207,112

The transfer represents the depreciation charge relating to the revalued element of long leasehold land and buildings. The transfer is for the depreciation charge of £2,960.30 per annum.





## Receipts and payments accounts

CC16a

For the period  
from

01/07/2024

To

30/06/2025

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Subscriptions and affiliation fees	150	-	-	150	717
Community markets	5,001	-	-	5,001	4,628
Summer Fair	-	-	-	-	1,806
Christmas card scheme	-	-	-	-	588
Hiring income	36,547	-	-	36,547	33,059
50th anniversary book sales income	20	-	-	20	570
Beverages	393	-	-	393	798
Fundraising	1,822	-	-	1,822	45
Donations	5,831	-	-	5,831	1,309
Grant income	15,000	-	-	15,000	3,000
Newsletter advertising	42	-	-	42	126
Photocopying	3	-	-	3	1
Interest on deposit account	280	-	-	280	280
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>65,089</b>	<b>-</b>	<b>-</b>	<b>65,089</b>	<b>46,927</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>65,089</b>	<b>-</b>	<b>-</b>	<b>65,089</b>	<b>46,927</b>
<b>A3 Payments</b>					
Rent (PCC)	5	-	-	5	5
Insurance	1,386	-	-	1,386	1,083
Web page	-	-	-	-	216
Fire inspection	-	-	-	-	186
Newsletter printing	185	-	-	185	664
Stationery	82	-	-	82	-
Telephone	1,066	-	-	1,066	1,173
Repairs and renewals	11,104	-	-	11,104	10,115
Accountancy fees	-	-	-	-	-
Subscriptions	90	-	-	90	60
Gifts	38	-	-	38	91
Legal fees	1,170	-	-	1,170	-
50th anniversary celebration costs	-	-	-	-	1,261
Donations	28	-	-	28	125
Electricity	1,565	-	-	1,565	1,824
Gas	5,035	-	-	5,035	4,664
Rates	363	-	-	363	237
Water rates	828	-	-	828	826
Refuse collection	1,477	-	-	1,477	2,449
Cleaning	7,570	-	-	7,570	6,652
Administrative expenses	1,100	-	-	1,100	1,828
Beverages	119	-	-	119	150
<b>Sub total</b>	<b>33,211</b>	<b>-</b>	<b>-</b>	<b>33,211</b>	<b>33,609</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Returnable deposits received and repaid	-	-	-	-	100
Purchase of fixed assets	1,627	-	-	1,627	179
<b>Sub total</b>	<b>1,627</b>	<b>-</b>	<b>-</b>	<b>1,627</b>	<b>279</b>
<b>Total payments</b>	<b>34,838</b>	<b>-</b>	<b>-</b>	<b>34,838</b>	<b>33,888</b>

<i>Net of receipts/(payments)</i>	30,251	-	-	30,251	13,039
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	122,163	-	-	122,163	109,124
<i>Cash funds this year end</i>	152,414	-	-	152,414	122,163

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank and cash	152,414	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>152,414</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Long leasehold land and buildings	Unrestricted	-	-
	Fixtures, furniture and equipment	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval