

Sidlesham Community Association.

Annual Report for the year ended 30th April 2025.

The trustees of Sidlesham Community Association (SCA) submit their annual report for the above year during which we have concentrated on selling the facilities to a Manhood audience rather than the more limited area of Sidlesham. This widening of the catchment area has been undertaken to reach a wider audience and thus have the hall and other facilities used by a wider group of hirers. Externally the major user of the grounds, Infinity F.C., have now completed the renewal of the changing rooms which has proceeded as part of their desire to obtain success in a higher league.

Internally, village functions, including the amateur theatrical group contributed almost 60% of our total income, with the balance of 40% being generated by external football activities. Our income has been on a steady and increasing trend since 2023. In that year income was around £10,000 whereas in 2024 it had risen to £20,454 whilst in the latest year to April 2025 income rose to £25,700.

Turning to the cost side of our growth, we are using an old building and, whilst the capital investment has now been completed, we still incurred repairs and renewals of approximately £9,000 p.a. This figure was similar to the previous year and represented nearly 50% of our total costs. In many respects such costs could be much higher except for the fact that external repairs have been undertaken by the Parish Council – for which we are grateful. The other major aspect of costs has been our utility bills of water and electricity. In the year just ended this cost 30% of our total outgoings. During the year we took the opportunity when renewing our agreement with Infinity F.C. to begin charging separately for electricity and whilst this was at cost price this major user of electricity is now covering a substantial part of the overall cost in this area. We are also mindful that the Parish Council have taken responsibility for the renewal of the floodlights with replacement LED bulbs. This should also contribute to a better use of energy.

We applied during the year for a grant towards the replacement of the hall heaters as one had failed during a cold spell in the winter. Although the grant from Ferry Farm was declined, we were introduced to an energy firm who are now reviewing both the type of electric heating used and the most appropriate form of heating to suit our needs. It is anticipated that this review will be available for the next Ferry Farm grant committee's use.

Internally, we have had significant additions to the trustees. We welcome both Kate Wade and Tim Edwards. In their contribution both in day-to-day management as well as their input to our strategic review it was evident that an input of 'new blood' had been welcome to the management of the charity. Existing trustees continue to fulfil a valuable role although both the Chairman and Treasurer have announced that they wish to stand down after many years

of service, much of which in the early days of taking over from the then existing users was time consuming work with little progress in the early years as we became established.

The trustees carried out a strategic review in the course of the year and this is now being formulated into a business plan which will reach fruition shortly. We are mindful that there are many volunteers aside from the trustees who help, particularly with the ground maintenance. Financial progress is shown with the highest surplus generated in any year under current management of £6,549 or 25% of sales income. Although this is an achievement in itself, we are nevertheless aware that the ultimate ambition is the replacement of the current building with a new build. We have sold our building to hirers so far on the basis of fees a little less than competitor halls. This will need a thorough review as we price our charges during the summer. We will need to reflect the current building's poor insulation in the winter months and the costly annual repairs bill due to the age of the current premises. The trustees are proud of the progress but recognise that we need to continue to grow income whilst trying to contain costs with much work being done on the premises free of charge.

Sidlesham Community Association

Accounts for the year ended 30 April 2025

Income (£)	£ 2025	£ 2024
Football Income	8,201	6,612
Café Income	2,403	2,974
Grants	0	0
Village Functions	6,975	4,704
Bric a Brac	0	0
General Hiring	5,273	3,673
Luncheon Club	<u>2,826</u>	<u>2,490</u>
Total Income	25,678	20,454

Expenditure (£)

Website, Printing & Subs	624	1,792
Insurance	383	405
Premises Ex. & Maintenance	8,998	8,802
Donations/Wreath	50	50
Utilities (water & electricity)	6,194	4,870
Equipment Purchased	2,216	2,161
Admin Costs	394	0
Cleaning & Hall Running Costs	<u>270</u>	<u>1,715</u>
Total Costs	<u>19,129</u>	<u>19,795</u>

Accounts prepared by Norman W Robson Hon Treasurer,
independently verified by Tony Harrison and accepted by the
Trustees.

Surplus for the year 2024/25 = £6,549

From: bt nosirraht <nosirraht@btinternet.com>
To: 'NORMAN ROBSON' <robson92@btinternet.com>
Date: Oct 5, 2024 11:19:56 AM
Subject: Sidlesham Community Association
Attachments: annual report template.doc

Hi Norman

I have had a look at the accounts that you left with me and am happy with them so far as you are reporting to your meeting.

I do have some questions for you as the association is developing further and income and expenditure is increasing.

1. The charity is a CIO and that sets the reporting requirements

- I recommend that you read the reporting requirements published by the charity commission. This is a link [Charity reporting and accounting: the essentials November 2016 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/charity-reporting-and-accounting-the-essentials-november-2016)
- The draft annual report that you sent me is perfectly fine for your AGM and trustee meetings but does not meet all the requirements of the Charity Commission. I have attached a template for an annual report which gives a basis for the report required by the Charity Commission. Your draft report would fit into this but you need to add in all the details about trustees etc.
- The charity commission also provide templates for accounts prepared on an income and expenditure basis. Your draft accounts are fine, however. I would just add the charity number in the heading though.

2. Gross annual income

- There is an important threshold at which point registered charities must file accounts with the charity commission and include an independent inspection report. The threshold is income or expenditure over £25,000
- Your accounts show income and expenditure below that level but increasing so it is not unlikely that this threshold will be reached in the next couple of years.
- The threshold is measured on gross income – that means, for example, that a fundraising activity which received £10,000 with £2,000 of expenses would be recorded as income of £10,000 not income of a net £8,000
- I note that in your accounts you record village functions as £4,705 (net) – I don't imagine the expenses were very high but the income and costs should be reported separately. It is not impossible that if that was done the threshold of £25,000 may already have been exceeded.

3. Independent inspection

With income below £25,000 you do not require an independent inspection report and if you want me to provide one I would need to see a report and accounts in the format required and report on that. As you don't need one I won't send one but as I said at the start I am happy to confirm that I am satisfied with the bookkeeping and draft accounts that you sent me.

I will bring your files back to you in the next couple of days

Regards