



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 April 2020 **Period start date** **To 31 March 2021** **Period end date**

Charity name: Charles Booth Centre

Charity registration number: 1166944

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To run a Community Centre and to promote for the benefit of the inhabitants of the Parish of Thringstone and the surrounding Parishes of Whitwick, Swannington, Worthington, Osgathorpe, Coleorton and Belton ("area of benefit") without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The Charity continues to manage the centre for the benefit of local inhabitants. Throughout the pandemic the Centre became a community hub from which volunteers helped local residents who were isolating by running errands to local shops and to collect prescriptions and deliver food parcels.</p> <p>As the pandemic eased the Centre once again became a venue for social events such as the regular bingo and quiz night and coffee mornings. Local community groups such as slimming groups, sports clubs, music and amateur dramatic societies, art and craft groups and U3A language classes rent rooms on a weekly basis and in July 2020 a new pre-school launched at the Centre fulfilling a much-needed service to the community. Local residents regularly book our function room for private parties which is a good source of income for the Centre.</p>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	It is confirmed that the Trustees have had regard to the guidance issued by the Charity commission on public benefit.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Throughout 2020 in particular, local residents have been invaluable in volunteering to help the elderly residents in the local community and the centre received recognition by the Lord-Lieutenant of Leicestershire, Mike Kapur OBE. Out Business Development Manager Tom Walters was also recognised as a North West Leicestershire Local Hero for his work coordinating our community hub.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The major achievement of April – Sept 2020 was the help and support provided by our community hub volunteers to the local residents during the pandemic. Elderly and vulnerable people who would have otherwise been extremely lonely were paired with friendly volunteers who regularly checked that they were ok, delivered shopping, collected prescriptions and delivered food provided by local food outlets.</p> <p>Further notable achievements during 2020 include the completion of our knock through project; an internal wall being replaced with a sliding partition allowing our 3 downstairs rooms to be used as a single function room plus the associated redecoration of the downstairs of the building, again completed largely by</p>

		volunteers during the pandemic. This will give greater flexibility to our users and provide many more options for those wishing to hire a venue as restrictions lift.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Our business plan predicted losses of £10000/year for the first 3 years of operation and we would have been moving into a more financially stable position in 2020-21, however due to the pandemic, the Centre's income for the first 6 months of the period were substantially reduced as our main income comes from hiring rooms to our users so there has continued to be a deficit this year. However, the JRS and several other grants from Leicestershire County Council meant that we could stay operational as a community hub during the pandemic.</p> <p>We agreed some expenditure on building maintenance at the start of the year which depleted some reserves but is in line with our development plans.</p> <p>Overall, it appears from the accounts that we ended the year £22310 higher than the start of the year though this is a false picture as we had approx. £33000 of income from fundraising for our lift installation, the remaining expenditure for which will be debited during the next financial year.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	There is no policy for retaining reserves, however surplus funds have been invested on the advice of an independent financial advisor and are readily accessible
Amount of reserves held	Para 1.22	At year end March 2021 - 3 investment accounts £2230, £93971 and £27565 plus a Business Instant Access account holding £22523.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A - There are no funds in deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A - There are no uncertainties about the charity continuing as a going concern

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>The sources of income this year have differed from our usual sources, we have received several Covid relief grants from our local county council, been in receipt of JRS grants to furlough our staff and we have undertaken a Crowdfunding campaign to fund the installation of a lift to allow disabled access to our upstairs function room.</p>
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Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The continued pandemic is our principal risk as our main source of income is room and venue hire and associated bar takings which were severely affected during 2020.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO constitution – Charity Commission approved model
How is the charity constituted? (e.g., unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g., election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Existing Trustees may be re-elected at Annual General Meetings. Individuals may be proposed in writing by inhabitants of the area of benefit at least two weeks in advance of an Annual General Meeting and if deemed acceptable may be elected at the Annual General Meeting. User Groups may nominate an individual to represent them and if deemed acceptable may be appointed by existing trustees. Individuals may be co-opted by existing trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
	Para 1.51	

Relationship with any related parties		
Other		

Reference and Administrative details

Charity name	Charles Booth Centre
Other name the charity uses	None
Registered charity number	1166944
Charity's principal address	The Green Thringstone Coalville Leicestershire LE67 8NU

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Stephen Lilley	Chair		Re-elected at AGM
2	Michael Statham			Re-elected at AGM
3	Amanda Berry			Re-elected user group trustee at AGM
4	Pauline Pollard	Secretary		Re-elected at AGM
5	Raymond Woodward			Re-elected at AGM
6	Markas Marriot			Re-elected user group trustee at AGM
7	Anthony Dandy			Re-elected at AGM
8	Geoff Cox		2/4/2020-31/3/2021	Co-opted by Board of Trustees
9	Hywel Tidley		2/12/2020-31/3/2021	Co-opted by Board of Trustees
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

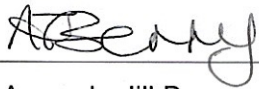

Reason for non-disclosure of key personnel details

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Dr Amanda Jill Berry	Antony Joseph Dandy
Position (e.g., Secretary, Chair, etc)	Chair	Trustee
Date	19/1/2022	

CHARLES BOOTH CENTRE
REGISTERED CHARITY NO. 1166944

INDEPENDENT EXAMINATION OF THE
CHARITY'S ACCOUNTS FOR THE
YEAR ENDED 31ST MARCH 2021

SCOTT BROWNLOW, ACMA
JANUARY 2022

Independent examiner's report to the trustees of the Charles Booth Centre (Registered Charity Number 1166944)

I report to the trustees on my examination of the accounts of the Charles Booth Centre (the Trust) for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

Independent examiner's statement

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

As part of the independent examination I have made recommendations to the Trust how I feel financial systems and procedures can be improved in order to improve internal control systems and procedures. These issues are not of such significance to require me to qualify the accounts, nor do these needs to be specifically brought to the attention of the Charity Commission in any detailed way. The recommendations made by this independent examination will be formally reported to the Trustees for consideration for implementation.

Otherwise, 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.

Scott Brownlow

Scott Brownlow, ACMA, CGMA
Chartered Management Accountant
26 Archdale Close, Birstall, Leicester, LE4 3LA

Date: 17th January 2022

Charles Booth Centre

Receipts and Payments Account for the Financial Year Ended 31st March 2021

<u>Receipts</u>	<u>Notes</u>	<u>£</u>	<u>Payments</u>	<u>Notes</u>	<u>£</u>
Bar Sales		289.43	Bar Supplies / Costs		295.14
Room Hire	1	12,791.25	Staff Wages		43,537.95
Social Events Income	2	450.00	Social Events Expenditure	2	0.00
Grants - General		38,846.42	Energy	3	5,213.64
Grants - COVID-19		5,078.00	COVID-19 Payments		1,979.95
Building Development Grants		5,550.00	Building Development Costs		9,835.92
Lift Development Income		10,670.00	Lift Development Costs		414.00
Photocopying & Laminating		223.00	Office Equipment, Telephone Charges		2,077.19
Donations		20.00	Building & Grounds Maintenance		8,635.69
Miscellaneous Receipts		23,355.29	Cleaning & Office Supplies		1,196.66
Misc. Adjustment - banking error		0.60	Council Tax		0.00
Bank Interest		11.49	Miscellaneous Payments		5,264.15
Interest on COIF Investments		3,474.67			<u>78,450.29</u>
			Surplus of Receipts over Payments		22,309.86
			In Year		<u>100,760.15</u>
		<u>100,760.15</u>			<u>100,760.15</u>

Charles Booth Centre

Balance Sheet as at 31st March 2021

	<u>Notes</u>	<u>£</u>	<u>£</u>
<u>Investments</u>			
CCLA Investments - Account 928490001B	4	2,230.00	
CCLA Investments - Account 928490002B	4	93,971.00	
CCLA Investments - Account 928490001T	4	<u>27,565.00</u>	123,766.00
 <u>Current Assets</u>			
Bank - Treasurers Account	5	24,562.61	
Bank - Business Bank Instant Account		<u>22,523.11</u>	47,085.72
Cash Floats			781.00
Cash In Hand Awaiting Banking At Year End			150.00
			<u>171,782.72</u>
		<u>£</u>	<u>£</u>
<u>Represented by:</u>			
Accumulated Funds b/f @ 1st April 2020			148,104.56
Add: Surplus of Receipts over Payments In Year			<u>22,309.86</u>
Sub-Total			170,414.42
Add: Investment Gain in Value during Year - COIF	4		<u>1,368.30</u>
Accumulated Funds c/f @ 31st March 2021			<u>171,782.72</u>

Charles Booth Centre

Notes to the Accounts for the Year Ended 31st March 2021

Note 1 - Room Hire

Room hire comprises:

	<u>£</u>
Room Hire	3,188.25
TPADS	100.00
Pre-School	8,745.00
Darren's Band	558.00
Returnable Deposits	200.00
	<u>12,791.25</u>

Note 2 - Social Events

Social events comprises:

	<u>Income</u>	<u>Expenditure</u>
	<u>£</u>	<u>£</u>
Thringstone Live	0.00	(0.00)
Thringo Bingo	0.00	(0.00)
ABBA Night	0.00	(0.00)
Mozart Concert	0.00	(0.00)
Strauss Concert	0.00	(0.00)
Christmas Fayre	0.00	(0.00)
Thringstone's Got Talent	0.00	(0.00)
Car Boot Sale	0.00	(0.00)
Monthly Quiz	0.00	(0.00)
Annual Quiz	0.00	(0.00)
Sunday Funday	0.00	(0.00)
Christmas Ceilidh	0.00	(0.00)
Crooners	0.00	(0.00)
Murder Mystery	0.00	(0.00)
Santa Fun Run	0.00	(0.00)
New Year's Eve Party	0.00	(0.00)
Spring Into Summer	0.00	(0.00)
Beer Festival	0.00	(0.00)
Shep Wooley	0.00	(0.00)
Steve Rhino	0.00	(0.00)
Raffle Income	0.00	(0.00)
Concert Tour Venture	450.00	(0.00)
CBC Fundraisers - Free Use	0.00	(0.00)
	<u>450.00</u>	<u>(0.00)</u>

Note 3 - Energy

Energy comprises:

	<u>£</u>
Gas	2,784.25
Electricity	2,274.51
Water	154.88
	<u>5,213.64</u>

Note 4 - Investments

In March 2019, Leicestershire County Council, as part of the transfer agreement, transferred investment units to the Charity. These are managed by the CCLA and quarterly interest is paid on these investments through both the COIF Charities Fixed Interest Fund and the COIF Charities Investment Fund. March 2021 year-end valuations below have been provided by the Chair (Amanda Berry) although no documentary evidence has been sent in support. Any losses or gains on investment values are shown in the balance sheet.

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TOTAL VALUE OF INVESTMENTS AT YEAR-END	<u>123,766.00</u>	

	<u>£</u>	
Value at previous year-end (31.3.20)	22,397.70	
New Investment - May 2020	<u>100,000.00</u>	
	<u>122,397.70</u>	

Gain in investment value in year	£1,368.30
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Note 5 - Bank Current Account

See separate reconciliation.

Charles Booth Centre
Bank Reconciliation as at 31st March 2021

	<u>£</u>	<u>£</u>
Balance at bank as at 31st March 2021		24,562.61
Add: amounts not yet credited		<u>0.00</u>
Sub-Total		24,562.61
<u>Less Unpresented Cheques:</u>		
	<u>(NIL)</u>	<u>(0.00)</u>
Adjusted Bank Balance @ 31st March 2021		<u><u>24,562.61</u></u>

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TOTAL VALUE OF INVESTMENTS AT YEAR-END	<u>123,766.00</u>	

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Value at previous year-end (31.3.20)	22,397.70	
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