

# CHESHAM & DISTRICT COMMUNITY ASSOCIATION

England & Wales · Charity number 1168816

## Details

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Other names	WHITE HILL CENTRE
Status	Registered
Legal form	CIO
Registered	2016-08-17
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Chesham & District Community Association White Hill Centre White Hill Chesham Bucks hp5 1ag
Phone	01494775190
Email	<a href="mailto:info@whitehillcentre.org.uk">info@whitehillcentre.org.uk</a>
Website	<a href="http://www.whitehillcentre.org.uk">www.whitehillcentre.org.uk</a>

## Activities

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**Objects:** TO FURTHER OR BENEFIT THE RESIDENTS OF CHESHAM AND THE NEIGHBOURHOOD TOGETHER DEFINED BY THE CHILTERN DISTRICT COUNCIL LOCAL AUTHORITY AREA, WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, BY ASSOCIATING TOGETHER THE SAID RESIDENTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE FOR THE RESIDENTS; IN FURTHERANCE OF THESE OBJECTS BUT NOT OTHERWISE, THE TRUSTEES SHALL HAVE POWER: TO ESTABLISH, OR SECURE THE ESTABLISHMENT OF, A COMMUNITY CENTRE AND TO MAINTAIN OR MANAGE OR CO-OPERATE WITH ANY STATUTORY AUTHORITY IN THE MAINTENANCE OR MANAGEMENT OF SUCH A CENTRE FOR ACTIVITIES PROMOTED BY THE CHARITY IN FURTHERANCE OF THE ABOVE OBJECTS.

**Activities:** White Hill Centre provides facilities for recreation, leisure and education for the benefit of Chesham and the neighbouring areas. Our policy is to offer use of premises at very competitive rates with commitment to continue doing so as part of its service to the community.

## Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, Arts/culture/heritage/science, Economic/community Development/employment, Recreation, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

- **Area of benefit:** LOCAL
- Buckinghamshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£132,760	£186,984	-	-
2024-03-31	£310,794	£183,380	-	-
2023-03-31	£125,708	£134,250	-	-
2022-03-31	£123,347	£113,738	-	-
2021-03-31	£82,028	£72,252	-	-

## Trustees

Name	Role	Appointed
Alison Sheppard		2022-04-12
JOHN HOWE HATTON		2015-06-16
KEITH FARLIE		2015-06-30

**CHESHAM & DISTRICT COMMUNITY ASSOCIATION**

England & Wales - Charity number 1168816

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# Accounts

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**Chesham & District Community Association**  
**Charitable Incorporated Organisation No. 1168816**

**Annual Report**  
**for the year ended 31st March 2025**

**White Hill Centre**  
**White Hill**  
**Chesham**  
**Buckinghamshire**  
**HP5 1AG**

### **Names of the Charity Trustees and Management Committee:**

- Alison Shepherd Chair of the Trustees
- Nigel Brand Chair of the Management Committee
- John Hatton Trustee and Treasurer
- Keith Farlie Trustee and Licensee
- Patricia Cherrill Trustee
- John Graham Management Committee Member
- Andrew King Management Committee Member
- Yvonne Plester Management Committee Member

### **Structure, Governance, and Management of the Association**

The charity is a Charitable Incorporated Organisation registered with the Charity Commission and has a constitution approved by the Charity Commission.

The Association is governed by a Board of Trustees and a Management Committee.

The Persons forming the Management Committee may be representatives of individual groups or ordinary members.

The Trustees have, so far, not considered it necessary to hold separate meetings with all matters covered by the regular Management Committee meetings.

Trustees are elected to the Board of Trustees at the annual general meeting each year from the Membership. At every annual general meeting one-third of the Trustees shall retire from office but are eligible for reappointment.

### **Summary of the Charity Objects set out in the Governing Document:**

To benefit the residents of Chesham by associating together to advance education and provide facilities for recreation and leisure time activities. To establish, maintain and manage a community centre.

### **Summary of the main activities in relation to these objectives:**

The Association owns the Freehold of the White Hill Centre (the Centre) which it manages as a major resource for the community and the members. Activities are arranged for members; in addition, the Centre accommodates a variety of Groups which provide cultural and recreational facilities for the community. Parts of the building are let on short leases to other organisations.

Due to the size and age of the Centre a major part of the work of the Association is directed towards maintaining and improving the facilities available within the building. Our objective is to provide space in which the members and the wider community will find attractive and will wish to use as much as possible. Our focus, particularly in recent years, is to offer activities to reduce loneliness and isolation, particularly in older local residents.

## **Summary of the main achievements and challenges facing the Charity during this year:**

Our main achievement this year concerning the building was to improve the Lounge area to make it a more flexible space for visitors. Although the old bar was enjoyed by some groups in the evening, it was not used during the day and the Committee felt the space could be better used. The Lounge is now in regular use by many different groups and it has attracted new visitors to the Centre. There is still a bar facility for groups to use.

We received three grants this year.

- Douglas McMinn Trust - £35,000 to replace the flat roof and ceiling above the downstairs kitchen. This was a huge job as there was asbestos present and we took the opportunity to insulate the ceiling to reduce our energy usage.
- Roland Callingham Fund (Beckenscot) - £500. This was used to enhance the new Lounge space.
- Chesham Town Council - £500. This was also used to enhance the new Lounge space.

We have completed a vast amount of maintenance and improvements over the last 5 years, so this year we focussed on small improvements and maintenance projects. Although not so noticeable, they are vital to the upkeep of the building. This includes work on the main roof and the boilers.

### **Financial Review**

The Trustees have reviewed the level of reserves considered appropriate. A driver in this has been the need to identify the level of funds that can be made available for the on-going upgrade of the Centre. A decision was taken that the General Reserve should be approximate to three months of normal expenditure. This level of reserves is set to cover the immediate and complete closure of the Centre. Further reserves may be required for specific purposes.

The Trustees continue to agree that the appropriate minimum figure for reserves is £25,000 of net current assets.

Further details are provided in the Treasurer's report.

### **Treasurer's Overall Summary**

Formal audited accounts are not required for the Association due to the comparative size of our finances. However, as in previous years we have enlisted the assistance of SRL Accounting Services Ltd of Chesham to assist in preparing these accounts.

The completed accounts have been inspected by our 'overseer' – Stephen L'Estrange – whose formal statement appears at the end of the accounts.

During the previous (2023/24) year we received a grant of £185,000 from the Douglas McMinn Charitable Trust to upgrade the Centre facilities, including advancing essential maintenance which normally would have been spread over some years. Most of this work has now been completed, including replacing the downstairs kitchen roof which had asbestos tiles. The replacement is much better insulated, improving the working environment there. The cost of this work is included in the total of repairs

Overall expenditure for the year exceeded income by £48,601, before depreciation. The largest part of this relates to the kitchen roof (£41,478). Without this expense the deficit would have been £7,123, relating to other substantial refurbishment costs funded by the bequest.

I am pleased to say our financial position is now strong. This is in no small part due to the generous grant received. This year we anticipate much lower maintenance costs, and I expect total expenditure for the year will be covered by income

Since the 2024/25 year end we have received a further grant of £10,000 from the Duncan McMinn Charitable Trust. This is to cover the cost of creating a new Centre Office, allowing us to let the existing office to a local charity. This will further strengthen our financial position.

Signed 

John Hatton  
Honorary Treasurer  
Chesham & District Community Association  
White Hill Centre

### **Report of Independent Examiner**

Having had access to the bookkeeping records and bank statements of the Association I have inspected the accounts submitted for the year ended 31st March 2025 and consider these to be a fair representation of the financial position for the year.

Sign 

Stephen L'Estrange  
Independent Examiner

Income & Expenditure Account  
Chesham & District Community Association  
For the year ended 31 March 2025

Account	2025		2024	
<b>Turnover</b>				
<b>Turnover</b>				
<b>Activities Income</b>				
Badminton	1,473.00		1,966.60	
Bowls (Pioneer)	356.00		616.20	
Bowls (Friday)	773.00		630.00	
Table Tennis	6,214.05		5,078.50	
<b>Total Activities Income</b>	<u>8,816.05</u>	8,816.05	<u>8,291.30</u>	8,291.30
<b>Room Hire &amp; Rents</b>				
Rents	25,691.71		24,659.40	
Room Hire	92,073.39		74,508.39	
<b>Total Room Hire &amp; Rents</b>	<u>117,765.10</u>	117,765.10	<u>99,167.79</u>	99,167.79
<b>Membership, Donations, Fund Raising</b>				
Membership Fees	1,318.19		1,454.00	
Donations Received	0.00		508.40	
Tax recovered - Membership & Donations	328.05		320.65	
Donations - Car Park Appeal	0.00		623.86	
Fundraising Activities	708.00		621.00	
<b>Total Membership, Donations, Fund Raising</b>	<u>2,354.24</u>	2,354.24	<u>3,527.91</u>	3,527.91
<b>Membership, Donations, Fund Raising</b>		<u>128,935.39</u>		<u>110,987.00</u>
<b>Other Income Sources</b>				
Grants, etc	900.00		10,800.00	
Bank Interest Received	3,825.56		4,006.92	
Legacies & Bequests	0.00		185,000.00	
<b>Total Other Income Sources</b>	<u>4,725.56</u>	4,725.56	<u>199,806.92</u>	199,806.92
<b>Total Turnover</b>		<u>133,660.95</u>		<u>310,793.92</u>
<b>Gross Income</b>		<u>133,660.95</u>		<u>310,793.92</u>
<b>Administrative Costs</b>				
<b>Salaries &amp; Accountancy Costs</b>				
Salary	£56,167.80		£53,703.00	
Employer Pension Contributions	£601.68		£571.32	
Office Wages - Self Employed Staff	£4,272.50		£968.00	
Accounting System	£525.60		£489.60	
Accountants Fees	£912.00		£900.00	
<b>Total Salaries &amp; Accountancy Costs</b>	<u>£62,479.58</u>	£62,479.58	<u>£56,631.92</u>	£56,631.92
<b>Utilities Costs</b>				
Electricity	£6,841.87		£11,914.72	
Gas	£11,407.29		£12,896.43	
Insurance	£9,358.91		£9,249.41	
Security System Maintenance	£1,505.54		£1,364.46	
Telephone Costs	£3,090.54		£2,824.45	
Water Supply	£2,350.61		£1,798.90	
Waste Water (Sewerage)	£1,723.42		£1,246.23	
Waste (Bins)	£4,143.23		£3,558.79	
<b>Total Utilities Costs</b>	<u>£40,421.41</u>	£40,421.41	<u>£44,851.39</u>	£44,851.39
<b>Repairs &amp; Maintenance</b>				
Repairs, Renewals and Maintenance	£74,580.73		£74,043.80	
Cleaning Materials	£2,603.45		£3,476.02	
<b>Total Repairs &amp; Maintenance</b>	<u>£77,184.18</u>	£77,184.18	<u>£77,519.82</u>	£77,519.82
<b>General Expenditure</b>				
General Office Costs	£917.27		£572.62	
Photocopier Rental			£432.00	
Photocopying Income			-£25.91	
			<u>£406.09</u>	£406.09
Print Supplies				£106.16
PRS/PPL & MPL Licences	£1,325.98		£1,232.53	
PRS/PPL Recoveries	-£1,132.00		-£1,134.00	
	<u>£193.98</u>	£193.98	<u>£98.53</u>	£98.53
Premises/Personal Licences	£200.00		£200.00	
Website/computers/IT	£449.80		£1,162.20	
<b>Total General Expenditure</b>	<u>£1,761.05</u>	£1,761.05	<u>£2,545.60</u>	£2,545.60
<b>Finance Costs</b>				
Heart of Bucks Loan fees			£1,000.00	
Bank Fees	£106.77		£110.09	
Streamline Card Machine Charges	£5.42		£720.78	
SumUp Card Machine Charges	£166.16			
<b>Total Finance Costs</b>	<u>£278.35</u>	£278.35	<u>£1,830.87</u>	£1,830.87
<b>Depreciation &amp; Amortisation of Assets</b>				
Depreciation	£1,765.57		£1,094.60	
Car Park Resurfacing Amortisation	£1,042.00		£1,952.40	
<b>Total Depreciation &amp; Amortisation of Assets</b>	<u>£3,707.57</u>	£3,707.57	<u>£3,047.00</u>	£3,047.00
<b>Total Administrative Costs</b>		<u>£185,832.14</u>		<u>£186,426.60</u>
<b>Operating Surplus (Deficit)</b>		<u>-£52,171.19</u>		<u>£124,367.32</u>
<b>Bar Income &amp; Expenditure</b>				
Bar Sales	£6,458.68		£6,914.56	
Bar Purchases	-£4,854.44		-£5,652.81	
<b>Total Bar Income &amp; Expenditure</b>	<u>£1,604.24</u>	£1,604.24	<u>£1,261.76</u>	£1,261.75
<b>Surplus (Deficit) of Income Over Expenditure</b>		<u>-£50,566.95</u>		<u>£125,629.07</u>
<b>Surplus of Income over Expenditure</b>		<u>-£50,566.95</u>		<u>£125,629.07</u>

## Balance Sheet

Chesham & District Community Association

As at 31 March 2025

Account	31 Mar 2025	31 Mar 2024
<b>Fixed Assets</b>		
<b>Tangible Assets</b>		
Buildings	£21,223.52	£21,223.52
Furniture, Fittings, & Equipment	£25,272.68	£25,272.68
Depreciation F&F	-£23,754.46	-£21,988.89
	<u>£1,518.22</u>	<u>£3,283.79</u>
Car Park Resurfacing	£48,560.40	£48,560.40
Car Park Resurfacing Amortisation Fund	-£3,894.40	-£1,952.40
	<u>£44,666.00</u>	<u>£46,608.00</u>
<b>Total Tangible Assets</b>	<b>£67,407.74</b>	<b>£71,115.31</b>
<b>Total Fixed Assets</b>	<b>£67,407.74</b>	<b>£71,115.31</b>
<b>Current Assets</b>		
Cash at bank and in hand		
Barclays Bank Current Account	£458.36	£764.51
Streamline Card Machine Payments Due		£156.78
SumUp Machine Payments Due	£20.00	
Barclays Business Premium account	£5,000.00	
CCLA/COIF - CO3042335 - General Reserve	£56,315.43	£106,640.00
Bar Float	£50.00	£50.00
<b>Total Cash at bank and in hand</b>	<b>£61,843.79</b>	<b>£107,611.29</b>
Invoices receivable	£2,273.00	£4,227.07
Bar Stock	£210.19	£147.81
<b>Total Current Assets</b>	<b>£64,326.98</b>	<b>£111,986.17</b>
<b>Creditors: amounts falling due within one year</b>		
Invoices payable	£1,153.59	£1,655.69
Rent Deposits	£2,480.00	£2,480.00
Chesham Art Society - Club Funds	£138.00	
Chesham Folk Club - Club Funds	£1,371.72	£1,807.43
<b>Total Creditors: amounts falling due within one year</b>	<b>£5,143.31</b>	<b>£5,943.12</b>
<b>Net Current Assets (Liabilities)</b>	<b>£59,183.67</b>	<b>£106,043.05</b>
<b>Total Assets less Current Liabilities</b>	<b>£126,591.41</b>	<b>£177,158.36</b>
<b>Net Assets</b>	<b>£126,591.41</b>	<b>£177,158.36</b>
<b>Funds</b>		
General Fund	£177,158.36	£51,529.29
Current Year Earnings	-£50,566.95	£125,629.07
<b>Total Funds</b>	<b>£126,591.41</b>	<b>£177,158.36</b>

**CHESHAM & DISTRICT COMMUNITY ASSOCIATION**

England & Wales - Charity number 1168816

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# Accounts

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# **Chesham & District Community Association**

**Charitable Incorporated Organisation No. 1168816**

## **Annual Report**

**for the year ended 31st March 2024**

**White Hill Centre  
White Hill, Chesham  
Buckinghamshire HP5 1AG**

# Annual Report

for the period from  
1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2024

## **Names of the Charity Trustees and Management Committee who manage the charity:**

- |                     |   |
|---------------------|---|
| • Alison Shepherd   | Chair of Trustees, Hon. Secretary and Personnel Officer |
| • Patricia Cherrill | Trustee   |
| • Keith Farlie      | Trustee and Licensee                                    |
| • John Hatton       | Trustee and Treasurer                                   |
| • Nigel Brand       | Chair of the Management Committee                       |
| • Yvonne Plester    | Management Committee Member                             |
| • John Graham       | Management Committee Member                             |

## **Structure, Governance, and Management of the Association**

*How the Charity is constituted:* The charity is a Charitable Incorporated Organisation registered with the Charity Commission and has a constitution approved by the Charity Commission.

*How the Association is governed:* The Association is governed by a Board of Trustees and a Management Committee.

### *Trustee Selection methods:*

- The Persons forming the Management Committee may be representatives of individual groups or ordinary members.
- The Trustees have, so far, not considered it necessary to hold separate meetings with all matters covered by the regular Management Committee meetings.
- Trustees are elected to the Board of Trustees at the annual general meeting each year from the Membership. At every annual general meeting one-third of the Trustees shall retire from office but are eligible for reappointment.

## **Objectives and Activities**

### *Summary of the Charity Objects set out in the Governing Document:*

To benefit the residents of Chesham by associating together to advance education and provide facilities for recreation and leisure time activities. To establish, maintain and manage a community centre.

### *Summary of the main activities in relation to these objectives:*

The Association owns the Freehold of the White Hill Centre, Chesham, (the Centre) which it manages as a major resource for the community and the members. Activities are arranged for members; in addition, the Centre accommodates a variety of Groups which provide cultural and recreational facilities for the community. Parts of the building are let on short leases to other organisations.

Due to the size and age of the Centre a major part of the work of the Association is directed towards maintaining and improving the facilities available within the building. Our objective is to provide accommodation which the members and the wider community will find attractive and will wish to use as much as possible.

#### **Achievement and challenges facing the Charity:**

##### **Achievements:**

- We have now completed painting the entire building, refurbished and replaced all flooring, curtains and blinds.
- All kitchens have been refurbished which has resulted in increased use including some cooking courses.
- We have resurfaced the car park which has made the entrance more appealing and the surface safer in cold weather.
- We received a grant to insulate the roof spaces and we have also installed sensor light switches in the toilet blocks. Hopefully these measures and others will reduce our carbon footprint and energy bills.
- We have renovated the bar and lounge room to create a more spacious and flexible space.

##### **Challenges:**

- Appointing new Trustees with the variety of skills needed to run a Community Centre of this size.
- Reinvigorating the committees with people possessing experience and skills to deal with funding applications, human resources, building maintenance, and community work.

#### **Financial Review**

The Trustees are required to set a recommended level of reserves (in the form of current assets) to cover immediate and complete closure of the Centre for whatever reason. The Trustees decided this figure should be agreed at three months expenditure which was set at £25,000. Currently our reserves are well above this level.

Registered number 1168816

Chesham & District Community Association

Accounts

31 March 2024

## Treasurer's Overall Summary

Formal audited accounts are not required for the Association due to the comparative size of our finances. However, as in previous years we have enlisted the assistance of SRL Accounting Services Ltd of Chesham to assist in preparing these accounts.

The completed accounts have been inspected by our 'overseer' – Stephen L'Estrange – whose formal statement appears at the end of the accounts.

During the year we received a charitable donation of £185,000 to upgrade our facilities, including essential maintenance which of necessity would otherwise have been spread over some years. Much of this work has now been completed or nearing completion. However, a specific project scheduled for August 2024 is to remove the asbestos tiles in the downstairs kitchen, replacing the roof, and improving its insulation properties. A contract for this work has been agreed at £33,732.

Although total income for the year has exceeded expenditure by £125,629, this is after receipt of the £185,000 referred to above, and over £74,000 spent on repairs. It is important to understand the funds received are not to be used to subsidise current day to day expenditure.

Over the past three years we have spent £195,000 upgrading and redecorating the building and resurfaced the car park. We believe this has significantly improved the ambiance of our facilities.

In my report last year, I explained we had been lent £25,000 by the Heart of Bucks Charity towards the cost of resurfacing the car park. It was intended the loan would be repaid over five years. However, following receipt of the large donation we have repaid this loan, saving future finance costs.

I am very pleased to say our financial position is now strong. This is in no small part due to the generous donation received for which I must express sincere thanks.

John Hatton

Treasurer.

**Income & Expenditure Account**  
**Chesham & District Community Association**  
**For the year ended 31 March 2024**

Account	2024	2023
<b>Turnover</b>		
<b>Activities Income</b>		
Badminton	£1,966.60	£3,406.40
Bowls (Pioneer)	£616.20	£613.50
Bowls (Friday)	£630.00	£844.50
Table Tennis	£5,078.50	£5,068.25
<b>Total Activities Income</b>	<b>£8,291.30</b>	<b>£9,932.65</b>
<b>Room Hire &amp; Rents</b>		
Rents	£24,659.40	£24,729.00
Room Hire	£74,508.39	£68,546.33
	<u>£99,167.79</u>	<u>£93,275.33</u>
	£99,167.79	£93,275.33
<b>Total Room Hire &amp; Rents</b>	<b>£107,459.09</b>	<b>£103,207.98</b>
<b>Membership, Donations, Fund Raising</b>		
Membership Fees	£1,454.00	£1,458.00
Donations Received	£508.40	£1,097.70
Tax recovered - Membership & Donations	£320.65	£398.18
Donations - Car Park Appeal	£623.86	£2,677.03
Tax recovered - Special Appeals		£357.55
Fundraising Activities	£621.00	£989.00
Legacy		£500.00
Distribution from Charitable Trust	£185,000.00	
Grants, etc	£10,800.00	£14,953.52
Bank Interest Received	£4,006.92	£68.87
<b>Total Membership, Donations, Fund Raising</b>	<b>£203,334.83</b>	<b>£22,499.85</b>
<b>Total Turnover</b>	<b>£310,793.92</b>	<b>£125,707.83</b>

<b>Administrative Costs</b>			
<b>Salaries &amp; Accountancy Costs</b>			
Salary	£53,703.00		£51,577.71
Employer Pension Contributions	£571.32		£574.90
Office Wages - Self Employed Staff	£968.00		
Accounting System	£489.60		£460.80
Accountants Fees	£900.00		£864.00
<b>Total Salaries &amp; Accountancy Costs</b>	<b>£56,631.92</b>		<b>£53,477.41</b>
<b>Utilities Costs</b>			
Electricity	£11,914.72		£7,348.08
Gas	£12,896.43		£11,172.09
Insurance	£9,249.41		£8,436.76
Security System Maintenance	£1,364.46		£866.87
Telephone Costs	£2,824.45		£1,756.83
Water Supply	£1,796.90		£1,477.11
Waste Water (Sewerage)	£1,246.23		£1,241.70
Waste (Bins)	£3,558.79		£3,076.15
<b>Total Utilities Costs</b>	<b>£44,851.39</b>		<b>£35,375.59</b>
<b>Repairs &amp; Maintenance</b>			
Repairs, Renewals and Maintenance	£74,043.80		£37,418.52
Cleaning Materials	£3,476.02		£1,817.01
<b>Total Repairs &amp; Maintenance</b>	<b>£77,519.82</b>		<b>£39,235.53</b>
<b>General Expenditure</b>			
General Office Costs	£572.62		£751.18
Website/computers/IT	£1,162.20		£101.00
Photocopier Rental	£432.00		£1,728.00
Photocopying Income	-£25.91		-£110.05
	£406.09	£406.09	£1,617.95
Print Supplies	£106.16		£123.31
PRS/PPL & MPL Licences	£1,232.53		£2,032.02
PRS/PPL Recoveries	-£1,134.00		-£972.00
	£98.53	£98.53	£1,060.02
Premises/Personal Licences	£200.00		£200.00
<b>Total General Expenditure</b>	<b>£2,545.60</b>		<b>£3,853.46</b>
<b>Finance Costs</b>			
Heart of Bucks Loan fees	£1,000.00		
Bank Fees	£110.09		£135.87
Streamline Card Machine Charges	£720.78		£713.13
<b>Total Finance Costs</b>	<b>£1,830.87</b>		<b>£849.00</b>
<b>Depreciation &amp; Amortisation of Assets</b>			
Depreciation	£1,094.60		£1,459.46
Car Park Resurfacing Amortisation	£1,952.40		
<b>Total Depreciation &amp; Amortisation of Assets</b>	<b>£3,047.00</b>		<b>£1,459.46</b>
<b>Total Administrative Costs</b>	<b>£186,426.60</b>		<b>£134,250.45</b>
<b>Operating Surplus (Deficit)</b>	<b>£124,367.32</b>		<b>-£8,542.62</b>
<b>Bar Income &amp; Expenditure</b>			
Bar Sales	£6,914.56		£9,238.70
Bar Purchases	-£5,652.81		-£7,229.39
<b>Total Bar Income &amp; Expenditure</b>	<b>£1,261.75</b>	£1,261.75	<b>£2,009.31</b>
<b>Surplus (Deficit) of Income Over Expenditure</b>	<b>£125,629.07</b>		<b>-£6,533.31</b>
<b>Surplus of Income over Expenditure</b>	<b>£125,629.07</b>		<b>-£6,533.31</b>

Balance Sheet  
Chesham & District Community Association  
As at 31 March 2024

Account	31 Mar 2024	31 Mar 2023
<b>Fixed Assets</b>		
<b>Tangible Assets</b>		
Buildings	£21,223.52	£21,223.52
Furniture, Fittings, & Equipment	£25,272.68	£25,272.68
Depreciation F&F	<u>-£21,988.89</u>	<u>-£20,894.29</u>
	£3,283.79	£4,378.39
Car Park Resurfacing	£48,560.40	
Car Park Resurfacing Amortisation Fund	<u>-£1,952.40</u>	
	<u>£46,608.00</u>	
<b>Total Fixed Assets</b>	<b><u>£71,115.31</u></b>	<b><u>£25,601.91</u></b>
<b>Current Assets</b>		
<b>Cash at bank and in hand</b>		
Barclays Bank Current Account	£764.51	£6,915.74
Streamline Card Machine Payments Due	£156.78	£8.00
Virgin Money Charity Deposit Account		£25,506.11
CCLA/COIF - CO3042335 - General Reserve	£106,640.00	£207.87
Bar Float	£50.00	£137.50
Office Float		£18.60
<b>Total Cash at bank and in hand</b>	<b><u>£107,611.29</u></b>	<b><u>£32,793.82</u></b>
Invoices receivable	£4,227.07	£237.60
Bar Stock	£147.81	£475.94
<b>Total Current Assets</b>	<b><u>£111,986.17</u></b>	<b><u>£33,507.36</u></b>
<b>Creditors: amounts falling due within one year</b>		
Invoices payable	£1,655.69	£2,661.67
Rent Deposits	£2,480.00	£2,480.00
Chesham Art Society - Club Funds		£36.80
Chesham Folk Club - Club Funds	£1,807.43	£2,401.51
<b>Total Creditors: amounts falling due within one year</b>	<b><u>£5,943.12</u></b>	<b><u>£7,579.98</u></b>
<b>Net Current Assets (Liabilities)</b>	<b><u>£106,043.05</u></b>	<b><u>£25,927.38</u></b>
<b>Total Assets less Current Liabilities</b>	<b><u>£177,158.36</u></b>	<b><u>£51,529.29</u></b>
<b>Net Assets</b>	<b><u>£177,158.36</u></b>	<b><u>£51,529.29</u></b>
<b>Funds</b>		
General Fund - Brought Forward	£51,529.29	£58,062.60
Current Year Earnings	£125,629.07	<u>-£6,533.31</u>
<b>Total Funds</b>	<b><u>£177,158.36</u></b>	<b><u>£51,529.29</u></b>

**CHESHAM & DISTRICT COMMUNITY ASSOCIATION**

England & Wales - Charity number 1168816

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# Accounts

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# **Chesham & District Community Association**

**Charitable Incorporated Organisation No. 1168816**

**Annual Report**

**for the year ended 31st March 2023**

**White Hill Centre  
White Hill, Chesham  
Buckinghamshire HP5 1AG**

**Annual Report**  
for the period from  
1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2023

**Names of the Charity Trustees and Management Committee who manage the charity:**

- Alison Shepherd      Chair of Trustees, Hon. Secretary and Personnel Officer
- Patricia Cherrill      Trustee
- Keith Farlie      Trustee and Licensee
- John Hatton      Trustee and Treasurer
- Nigel Brand      Chair of the Management Committee
- Yvonne Plester      Management Committee Member
- John Graham      Management Committee Member

**Structure, Governance, and Management of the Association**

How the Charity is constituted:      The charity is a Charitable Incorporated Organisation registered with the Charity Commission and has a constitution approved by the Charity Commission.

How the Association is governed:      The Association is governed by a Board of Trustees and a Management Committee.

The Persons forming the Management Committee may be representatives of individual groups or ordinary members.

Trustee Selection methods:      The Trustees have, so far, not considered it necessary to hold separate meetings with all matters covered by the regular Management Committee meetings.

Trustees are elected to the Board of Trustees at the annual general meeting each year from the Membership. At every annual general meeting one-third of the Trustees shall retire from office but are eligible for reappointment.

Objectives and Activities

Summary of the Charity Objects set out in the Governing Document:      To benefit the residents of Chesham by associating together to advance education and provide facilities for recreation and leisure time activities. To establish, maintain and manage a community centre.

Summary of the main activities in relation to these objectives:      The Association owns the Freehold of the White Hill Centre, Chesham, (the Centre) which it manages as a major resource for the community and the members. Activities are arranged for members; in addition, the Centre accommodates a variety of Groups which provide cultural and recreational facilities for the community. Parts of the building are let on short leases to other organisations.

Objectives and Activities:

Due to the size and age of the Centre a major part of the work of the Association is directed towards maintaining and improving the facilities available within the building. Our objective is to provide accommodation which the members and the wider community will find attractive and will wish to use as much as possible.

Achievements and Challenges

Summary of the main achievements during the year, and challenges facing the Charity:

Achievements:

- We have continued with painting the building and refurbishing/replacing flooring. The entry corridor redecoration has been a huge improvement.
- Chiltern Voice Radio have moved on and we have welcomed the Drum Shed into their room.
- BrightStarz have moved into a larger room on the mezzanine floor and we have welcomed Lehane Rock School into the smaller room.

Challenges:

- Appointing new Trustees with the variety of skills needed to run a Community Centre of this size.
- Reinvigorating the committees with people possessing experience and skills to deal with funding applications, human resources, building maintenance, and community work.
- Budgeting for future rises in energy bills.

Financial Review

The Trustees are required to set a recommended level of reserves (in the form of net current assets) to cover immediate and complete closure of the Centre for whatever reason. A driver in this has been the need to identify the level of funds that could be made available for the ongoing upgrade of the Centre. The Trustees decided this General Reserve should approximate to three months of normal expenditure, but with additional reserves for specific projects. The agreed figure for the General Reserve has been set at £25,000.

The Trustees were keen to resurface the Car Park which was unlikely to be eligible for grant aid. It was clear that in the short term the level of reserves would fall well below the agreed figure. With this in mind an appeal was launched to assist with the likely cost. Full details will be included in the next year's report.

## Chesham & District Community Association

### Treasurer's Overall Summary

Formal audited accounts are not required for the Association due to the comparative size of the accounts. However, as in previous years we have enlisted the assistance of SRL Accounting Services Ltd of Chesham to assist in preparing these accounts.

The completed accounts have been inspected by our 'overseer' – Stephen L'Estrange – whose formal statement appears at the end of the accounts.

As will be seen there was an excess of expenditure over income for the year of £6,533.31. This has been incurred in part due to the substantial increase in energy prices in the latter part of the year, and continued refurbishment expenditure, only partly covered by external grants.

As a result of the further refurbishment work undertaken most areas inside are now in very good condition. Since the year-end we have had the car park resurfaced at a total cost of around £48,500, including some ancillary drainage work. These costs will appear in the 2023/24 accounts and have necessitated our borrowing £25,000 from Heart of Bucks Charity. This debt is repayable over five years, although we are hopeful it will be repaid much sooner. We are very grateful to those members and others who have contributed to the Car Park appeal. Although still open for further donations, to the end of March the total raised was £3034, including Gift Aid tax recovered.

Generally, we seek to ensure our reserves – the figure for Net Current Assets – does not fall below £25,000. It will be seen at the year end this figure was £25,927.38. Following the car park work this will have dropped substantially below the recommended level. As a result, a period of consolidation must now take place, allowing the accounts to recover'.

Overall, I am very pleased with the financial performance, particularly after the severe shocks seen over the past few years.

Sign .....

**John Hatton**  
Honorary Treasurer  
Chesham & District Community Association  
White Hill Centre

### Report of Independent Examiner

Having had access to the bookkeeping records of the Association I have inspected the accounts submitted for the year ended 31st March 2023 and consider these to be a fair representation of the financial position for the year.

Sign  .....

Stephen L'Estrange  
Independent Examiner

# Chesham & District Community Association

## Balance Sheet

As at	31 Mar 2023		31 Mar 2022	
<b>Fixed Assets</b>				
Tangible Assets				
Buildings		£21,223.52		£21,223.52
Furniture, Fittings, & Equipment	£25,272.68		£25,272.68	
Depreciation F&F	<u>-£20,894.29</u>		<u>-£19,434.83</u>	
	£4,378.39	£4,378.39	£5,837.85	£5,837.85
Total Tangible Assets		<u>£25,601.91</u>		<u>£27,061.37</u>
Total Fixed Assets		<u>£25,601.91</u>		<u>£27,061.37</u>
<b>Current Assets</b>				
Cash at bank and in hand				
Barclays Bank Current Account	£6,915.74		£10,848.62	
Streamline - Card payments due	£8.00		£38.25	
Barclays Business Banking Savings account			£5,000.30	
Virgin Money Charity Deposit Account	£25,506.11		£24,558.93	
COIF Charities Deposit Fund	£207.87		£204.24	
Bar Float	£137.50		£100.00	
Office Float	£18.60			
Total Cash at bank and in hand	<u>£32,793.82</u>	£32,793.82	<u>£40,750.34</u>	£40,750.34
Invoices receivable		£237.60		£3,109.80
Bar Stock		£475.94		£872.31
Total Current Assets		<u>£33,507.36</u>		<u>£44,732.45</u>
<b>Creditors: amounts falling due within one year</b>				
Invoices payable		£2,661.67		£6,914.49
Rent Deposits		£2,480.00		£615.00
Macquarie Corporate & Asset Finance loan				£6,078.53
Chesham Art Society - Creditor account		£36.80		£123.20
Chesham Folk Club - Creditor Account		£2,401.51		
Total Creditors: amounts falling due within one year		<u>£7,579.98</u>		<u>£13,731.22</u>
<b>Net Current Assets (Liabilities)</b>		<b>£25,927.38</b>		<b>£31,001.23</b>
<b>Total Assets less Current Liabilities</b>		<b>£51,529.29</b>		<b>£58,062.60</b>
<b>Net Assets</b>		<b>£51,529.29</b>		<b>£58,062.60</b>
<b>Funds</b>				
General Fund		£58,062.60		£46,976.60
Current Year Deficit / Earnings		<u>-£6,533.31</u>		£11,086.00
Total Funds		<u>£51,529.29</u>		<u>£58,062.60</u>

# Chesham & District Community Association

Profit and Loss Account - year ended 31st March

2023

2022

Turnover			
Badminton	£3,406.40		£2,320.25
Bowls (Pioneer)	£613.50		£434.00
Bowls (Friday)	£844.50		£600.00
Table Tennis	£5,068.25		£5,564.95
	<u>£9,932.65</u>	£9,932.65	<u>£8,919.20</u>
			£8,919.20
Room Hire	£68,546.33		£62,862.15
Rents	£24,729.00		£25,981.20
	<u>£93,275.33</u>	£93,275.33	<u>£88,843.35</u>
			£88,843.35
Membership Fees	£1,458.00		£1,806.00
Donations Received	£1,097.70		£930.86
Tax recovered - Membership & Donations	£398.18		£513.84
	<u>£2,953.88</u>	£2,953.88	<u>£3,250.70</u>
			£3,250.70
Donations - Car Park Appeal	£2,677.03		
Tax recovered - Special Appeals	£357.55		
	<u>£3,034.58</u>	£3,034.58	
Fundraising Activities		£989.00	£555.00
Legacies Received		£500.00	
Grants received		£14,953.52	£21,741.00
Bank Interest Received		£68.87	£38.45
<b>Total Turnover</b>		<u>£125,707.83</u>	<u>£123,347.70</u>
<b>Gross Profit</b>		<u>£125,707.83</u>	<u>£123,347.70</u>

## Administrative Costs

Salary	£51,577.71		£41,766.67
Employer Pension Contributions	£574.90		£523.55
Accountants Fees	£864.00		£748.80
	<u>£53,016.61</u>	£53,016.61	<u>£43,039.02</u>
			£43,039.02
Electricity (net of £5113 Energy Rebate Scheme)	£7,348.08		£6,617.63
Gas (net of £ Energy Rebate Scheme)	£11,172.09		£5,810.63
Insurance	£8,436.76		£7,411.54
Security System Maintenance	£866.87		£817.04
Telephone Costs	£1,756.83		£1,716.63
Water Supply	£1,477.11		£1,389.36
Waste Water (Sewerage)	£1,241.70		£1,143.52
Waste (Bins)	£3,076.15		£2,757.71
	<u>£35,375.59</u>	£35,375.59	<u>£27,664.06</u>
			£27,664.06
Repairs, Renewals and Maintenance	£37,519.52		£35,610.98
Cleaning Materials	£1,817.01		£1,437.70
	<u>£39,336.53</u>	£39,336.53	<u>£37,048.68</u>
			£37,048.68
General Office Costs		£751.18	£224.44
Accounting System		£460.80	£432.00
Computer Costs			£260.00
Website			£146.00
Photocopier Rental	£1,728.00		£1,728.00
Photocopying Income	<u>-£110.05</u>		<u>-£141.75</u>
	<u>£1,617.95</u>	£1,617.95	<u>£1,586.25</u>
			£1,586.25
Print Supplies		£123.31	£84.82
PRS/PPL & MPL Licences	£2,032.02		£644.54
PRS/PPL Recoveries	<u>-£972.00</u>		<u>-£930.00</u>
	<u>£1,060.02</u>	£1,060.02	<u>-£285.46</u>
			-£285.46
Premises/Personal Licenses		£200.00	£200.00
Bank Fees		£135.87	£149.46
Debit Card Machine		£713.13	£504.64
Depreciation		£1,459.46	£1,945.95
<b>Total Administrative Costs</b>		<u>£134,250.45</u>	<u>£112,999.86</u>
<b>Operating Deficit / Surplus</b>		<u>-£8,542.62</u>	<u>£10,347.84</u>

## Bar Income

Bar Sales	£9,238.70		£4,345.62
Bar Purchases	<u>-£7,229.39</u>		<u>-£3,607.46</u>
<b>Net Bar Income</b>	<u>£2,009.31</u>		<u>£738.16</u>
<b>Deficit for Year 2023 / Surplus 2022</b>		<u>-£6,533.31</u>	<u>£11,086.00</u>

**CHESHAM & DISTRICT COMMUNITY ASSOCIATION**

England & Wales - Charity number 1168816

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# Accounts

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# **Chesham & District Community Association**

**Charitable Incorporated Organisation No. 1168816**

**Annual Report**

**for the year ended 31st March 2022**

**White Hill Centre  
White Hill, Chesham  
Buckinghamshire HP5 1AG**

**Annual Report**  
for the period from  
1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022

**Names of the Charity Trustees and Management Committee who manage the charity:**

- Alison Shepherd      Chair of Trustees, Hon. Secretary and Personnel Officer
- Patricia Cherrill      Trustee
- Keith Farlie      Trustee and Licensee
- John Hatton      Trustee and Treasurer
- Nigel Brand      Chair of the Management Committee
- Yvonne Plester      Management Committee Member

**Structure, Governance, and Management of the Association**

How the Charity is constituted:      The charity is a Charitable Incorporated Organisation registered with the Charity Commission and has a constitution approved by the Charity Commission.

How the Association is governed:      The Association is governed by a Board of Trustees and a Management Committee.

The Persons forming the Management Committee may be representatives of individual groups or ordinary members.

Trustee Selection methods:      The Trustees have, so far, not considered it necessary to hold separate meetings with all matters covered by the regular Management Committee meetings.

Trustees are elected to the Board of Trustees at the annual general meeting each year from the Membership. At every annual general meeting one-third of the Trustees shall retire from office but are eligible for reappointment.

**Objectives and Activities**

Summary of the Charity Objects set out in the Governing Document:      To benefit the residents of Chesham by associating together to advance education and provide facilities for recreation and leisure time activities.  
To establish, maintain and manage a community centre.

Summary of the main activities in relation to these objectives:      The Association owns the Freehold of the White Hill Centre, Chesham, (the Centre) which it manages as a major resource for the community and the members. Activities are arranged for members; in addition, the Centre accommodates a variety of Groups which provide cultural and recreational facilities for the community. Parts of the building are let on short leases to other organisations.

**Objectives and Activities:**

Due to the size and age of the Centre a major part of the work of the Association is directed towards maintaining and improving the facilities available within the building. Our objective is to provide accommodation which the members and the wider community will find attractive and will wish to use as much as possible.

**Achievements and Challenges**

**Summary of the main achievements during the year, and challenges facing the Charity:**

**Achievements:**

- Throughout the period of the Pandemic the Management Committee have sought to take advantage of empty rooms and public spaces to upgrade the Centre as a whole. Significant achievements have been seen over the past two years.
- All wood floors in the public areas of the building have been sanded and varnished to give a clean and fresh feel.
- In January 2022 replacement kitchen units and equipment were fitted to the downstairs kitchen area. At the same time the room was redecorated, and a new floor laid. This has substantially improved this area, with users expressing delight at the upgrade.
- Both bars have seen improvements. This has resulted in successful functions being held at the Centre again.
- Use of the Main Hall has been offered to local charities for quizzes at low cost to assist with their fundraising post-pandemic.

**Challenges:**

- Appointing new Trustees with the variety of skills needed to run a Community Centre of this size.
- Reinvigorating the committees with people possessing experience and skills to deal with funding applications, human resources, building maintenance, and community work.
- To fully resurface the car park area. This is made more difficult to finance as such expenditure tends not to be an acceptable purpose by grant providers.

**Financial Review**

The Trustees are required to set a recommended level of reserves (in the form of net current assets) to cover immediate and complete closure of the Centre for whatever reason. A driver in this has been the need to identify the level of funds that could be made available for the ongoing upgrade of the Centre. The Trustees decided this General Reserve should approximate to three months of normal expenditure, but with additional reserves for specific projects.

The Trustees decided the minimum reserve recommended should be £25,000 of net current assets. Due to an immediate and unexpected need to replace the boilers in 2019 the reserve level fell substantially below this figure. In his report our Treasurer comments specifically on this and steps taken to rebuild the reserves.



Registered number 1168816

Chesham & District Community Association

Accounts

31 March 2022

**Chesham & District Community Association**

**Treasurer's Overall Summary**

As in previous years formal audited accounts are not required. However, as in previous years we have enlisted the assistance of SRL Accounting Services Ltd of Chesham to assist in preparing these accounts.

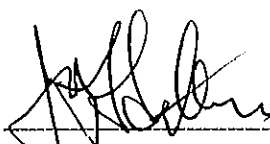
The completed accounts have been inspected by our 'overseer' – Stephen L'Estrange – whose formal statement appears at the end of these accounts.

Over the past year we have continued the planned refurbishment of the building within the funds available. This has been greatly assisted by substantial grants received. Although the total of grants in 2021/22 has been lower than in 2020/21, room-rent income recovered from September 2021 allowing most of the grants to be used to finance refurbishment.

As in the previous year the work achieved was greatly assisted by Nigel Brand, together with the employment of Willam to assist with this work. Further work is scheduled over the coming year.

In 2019/20 we incurred a very large deficit which resulted in our net current assets falling to a critically low figure of £8025. Some recovery was seen in 2020/21 (despite the pandemic) and that figure had recovered to £19,303. In 2021/22 this improved to £31,001 comfortably above the recommended minimum of £25,000. However, planned expenditure over the period since March 2022 will eliminate this surplus and dependent upon receipts and payments during the remainder of the year, the reserve figure at the end of this financial year may again fall below £25,000.

We are now turning our attention to resurfacing the car park and exit lane. When the boiler repairs were required in 2019, we obtained an interest free loan through British Gas. Final repayment of the loan is due in August 2022. It seems likely we will need to seek further loan assistance for the car park repairs and are now investigating possible sources. This may include an appeal to members for loans and / or donations.

Sign 

**John Hatton**  
**Honorary Treasurer**  
**Chesham & District Community Association**  
**White Hill Centre**

**Report of Independent Examiner**

Having had access to the bookkeeping records of the Association I have inspected the accounts submitted for the year ended 31st March 2022 and consider these to be a fair representation of the financial position for the year.

Sign 

**Stephen L'Estrange**  
**Independent Examiner**

Balance Sheet  
Chesham & District Community Association  
As at 31 March 2022

	31-Mar-22	31-Mar-21	31-Mar-20
<b>Fixed Assets</b>			
Buildings	£21,223.52	£21,223.52	£21,223.52
Fixed Assets	£5,837.85	£6,449.80	£8,599.73
<b>Total Fixed Assets</b>	<b>£27,061.37</b>	<b>£27,673.32</b>	<b>£29,823.25</b>
<b>Current Assets</b>			
Bar Stock	£872.31	£0.00	£638.33
Invoices receivable	£3,109.80	£0.00	£992.15
<b>Cash at bank and In hand</b>			
Bank Current Account	£10,848.62	£889.25	£788.09
Streamline - Card payments due	£38.25		
Barclays Business Banking Savings	£5,000.30	£12,000.00	£7,000.00
COIF Charities Deposit Fund	£204.24	£204.17	£203.94
Virgin Money	£24,558.93	£31,463.19	£31,309.23
Bar Float	£100.00	£0.00	£250.00
Office Float	£0.00	£0.00	£40.00
<b>Total cash at bank and In hand</b>	<b>£40,750.34</b>	<b>£44,556.61</b>	<b>£39,591.26</b>
<b>Total Current Assets</b>	<b>£44,732.45</b>	<b>£44,556.61</b>	<b>£41,221.74</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accruals/Prepayments	£0.00	£0.00	£708.30
Commercial Letting Deposits	£615.00	£615.00	£615.00
Invoices payable	£6,914.49	£3,869.72	£2,696.67
Arts & Crafts Society - Creditor account	£123.20	£101.80	£0.00
Macquarie Corporate & Asset Finance loan	£6,078.53	£20,666.81	£29,176.64
<b>Total Current Liabilities</b>	<b>£13,731.22</b>	<b>£25,253.33</b>	<b>£33,196.61</b>
<b>Net Current Assets (Liabilities)</b>	<b>£31,001.23</b>	<b>£19,303.28</b>	<b>£8,025.13</b>
<b>Net Assets</b>	<b>£58,062.60</b>	<b>£46,976.60</b>	<b>£37,848.38</b>
<b>Equity</b>			
General Fund	£46,976.60	£37,848.38	£93,891.07
Current year surplus	£11,086.00	£9,128.22	-£56,042.69
	£58,062.60	£46,976.60	£37,848.38
<b>Total Equity</b>	<b>£58,062.60</b>	<b>£46,976.60</b>	<b>£37,848.38</b>
<b>Calculation of Net Current Assets</b>			
<b>Actual position</b>			
Total Assets	£71,793.82	£72,229.93	£71,044.99
less Fixed Assets	-£27,061.37	-£27,673.32	-£29,823.25
	£44,732.45	£44,556.61	£41,221.74
less Liabilities	-£13,731.22	-£25,253.33	-£33,196.61
Current Reserve	£31,001.23	£19,303.28	£8,025.13
<b>Recommended minimum net current assets</b>	<b>£25,000.00</b>	<b>£25,000.00</b>	<b>£25,000.00</b>

Chesham & District Community Association  
Income & Expenditure  
Turnover to date - year ended 31 March 2022

	31-Mar-22		31-Mar-21		31-Mar-20
Badminton		£2,320.23		£0.00	£4,020.00
Bowls (Friday)		£600.00		£0.00	£0.00
Bowls (Pioneer)		£434.00		£0.00	£530.20
Pioneer Bowls		£0.00		£0.00	£0.00
Over 50s Bowls		£0.00		£0.00	£1,736.60
U3A Bowls		£0.00		£0.00	£555.00
Table Tennis		£5,564.95		£1,277.50	£3,539.55
<b>Current Activities</b>		<b>£8,919.18</b>		<b>£1,277.50</b>	<b>£10,381.35</b>
Discounted Activities		£0.00		£0.00	£4,164.73
<b>Total Activities</b>		<b>£8,919.18</b>		<b>£1,277.50</b>	<b>£14,546.08</b>
Rent and Service Charges	£62,862.15		£16,569.17		£75,557.61
Commercial Rents	£25,981.20	£88,843.35	£25,028.00	£41,597.17	£25,455.75
Membership Fees		£1,806.00		£741.20	£2,501.93
Donations Received		£930.86		£783.75	£2,433.37
Tax recovered - Membership & Donations		£513.84		£203.84	£512.00
Jackie's Quiz		£0.00		£0.00	£1,445.90
Fundraising Activities		£555.00		£400.00	£2,207.43
Grants		£21,741.00		£36,866.00	£4,025.00
Bank Interest Received		£38.45		£158.52	£368.99
<b>Total Income</b>		<b>£123,347.68</b>		<b>£82,027.98</b>	<b>£129,054.06</b>
<b>Administrative Costs</b>					
Salary	£50,346.62		£41,506.46		£58,510.13
Job Retention Scheme	-£8,579.95		-£24,363.26		£0.00
Employer Pension Contributions	£523.55		£376.64		£539.08
Accountants Fees	£748.80	£43,039.02	£936.00	£18,455.84	£2,643.00
Electricity	£6,617.63		£4,449.83		£6,707.94
Gas	£5,810.63		£5,652.56		£5,916.34
Insurance	£7,411.54		£6,492.24		£5,563.18
Security System Maintenance	£817.04		£817.39		£980.14
Telephone Costs	£1,716.63		£1,576.85		£1,549.38
Waste Removal	£2,757.71		£2,213.38		£2,456.56
Water Supply	£1,389.36		£1,618.72		£1,496.45
Water/Waste (Sewerage)	£1,143.52		£1,161.79		£1,216.68
Water Machine Hire / Maintenance	£0.00		£436.62		£376.74
	<b>£27,664.06</b>	<b>£27,664.06</b>	<b>£24,419.38</b>	<b>£24,419.38</b>	<b>£26,263.41</b>
Repairs, Renewals and Maintenance	£35,610.98		£20,458.06		£86,710.33
Cleaning Materials	£1,437.70	£37,048.68	£517.24	£20,975.30	£3,002.06
General Office Costs		£246.54		£222.50	£579.32
Accounting System		£432.00		£417.60	£448.88
Computer Costs		£260.00		£0.00	£0.00
Website		£146.00		£92.00	£275.00
Photocopier Rental	£1,728.00		£1,728.00		£1,728.00
Photocopying Income	-£141.75	£1,586.25	-£5.00	£1,723.00	-£247.62
Postage & Stationery		-£22.10		-£35.20	£43.48
Print Supplies		£84.82		£46.41	£189.27
PRS/PPL & MPL Licences	£644.54		£2,574.88		£2,476.71
PRS/PPL Recoveries	-£930.00	-£285.46	-£390.00	£2,184.88	-£1,513.60
Premises/Personal Licenses		£200.00		£200.00	£200.00
Brochure		£0.00		£0.00	£485.00
Bank Fees		£149.46		£68.51	£592.68
Debit Card Machine		£504.64		£365.74	£466.63
Legal & Professional Fees		£0.00		£0.00	£2,640.00
Depreciation		£1,945.95		£2,149.93	£2,866.58
Bad Debts Write off		£0.00		£1,402.35	£0.00
<b>Total Administrative Costs</b>		<b>£112,999.86</b>		<b>£72,688.24</b>	<b>£188,898.34</b>
<b>Operating Surplus / Deficit</b>		<b>£10,347.82</b>		<b>£9,339.74</b>	<b>-£59,844.28</b>
<b>Other Income</b>					
Bar Sales		£4,345.62		£0.00	£13,160.72
Bar Stock - Coronavirus write-off		£0.00		-£211.52	-£342.35
Bar Purchases		-£3,607.46		£0.00	-£9,403.56
Refreshments Inc/exp		£0.00		£0.00	£389.78
<b>Total Other Income</b>		<b>£738.16</b>		<b>-£211.52</b>	<b>£3,804.59</b>
<b>Overall Surplus / Deficit on Activities</b>		<b>£11,086.00</b>		<b>£9,128.22</b>	<b>-£56,039.69</b>

**CHESHAM & DISTRICT COMMUNITY ASSOCIATION**

England & Wales - Charity number 1168816

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# Accounts

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# **Chesham & District Community Association**

**Charitable Incorporated Organisation No. 1168816**

**Annual Report from the Chair  
for the year ended 31st March 2021**

**White Hill Centre  
White Hill, Chesham  
Buckinghamshire HP5 1AG**

**Annual Report from the Chair & Accounts  
for the period from  
1<sup>st</sup> April 2019 to 31st March 2021**

**Names of the Charity Trustees and Management Committee who manage the charity:**

- Nigel Brand                      Chair of the Management Committee
- John Hatton                      Trustee and Treasurer
- Keith Farlie                      Trustee and Licensee
- Patricia Cherrill                      Trustee
- Alison Shepherd                      Hon. Secretary and Personnel Officer
- Yvonne Plester                      Management Committee Member

We sadly report that our President for Life, Cic Upcott, passed away in March. She was fundamental in creating Chesham & District Community Association along with her husband Derek and she will be greatly missed.

**Structure, Governance, and Management of the Association**

How the Charity is constituted:                      The charity is a Charitable Incorporated Organisation registered with the Charity Commission and has a constitution approved by the Charity Commission.

How the Association is governed:                      The Association is governed by a Board of Trustees and a Management Committee.

The Persons forming the Management Committee may be representatives of individual groups or ordinary members.

Trustee Selection methods:                      The Trustees have, so far, not considered it necessary to hold separate meetings with all matters covered by the regular Management Committee meetings.

Trustees are elected to the Board of Trustees at the annual general meeting each year from the Membership. At every annual general meeting one-third of the Trustees shall retire from office but are eligible for reappointment.

**Objectives and Activities**

Summary of the Charity Objects set out in the Governing Document:                      To benefit the residents of Chesham by associating together to advance education and provide facilities for recreation and leisure time activities.  
To establish, maintain and manage a community centre.

Summary of the main activities in relation to these objectives:                      The Association owns the Freehold of the White Hill Centre, Chesham, (the Centre) which it manages as a major resource for the community and the members. Activities are arranged for members; in addition, the Centre accommodates a variety of Groups which provide cultural and recreational

facilities for the community. Parts of the building are let on short leases to other organisations.

**Objectives and Activities:**

Due to the size and age of the Centre a major part of the work of the Association is directed towards maintaining and improving the facilities available within the building. Our objective is to provide accommodation which the members and the wider community will find attractive and will wish to use as much as possible.

**Achievements and Challenges**

**Summary of the main achievements during the year, and challenges facing the Charity:**

**Achievements:**

- As a result of the Covid-19 lockdown instructed by the UK Government, the building was closed on 23 March 2020. We have received grants from Bucks Council and Sports England under their Covid-19 schemes. We are indebted to Joanne Blackwell for her excellent and diligent work in identifying and pursuing grant opportunities for the Centre as and when her furlough status within government guidelines allowed. All staff have been furloughed. As with similar organisations dealing with reopening what followed represented the greatest challenge to the Centre in its existence but we remain hugely positive in our future going forward. We opened again over the Summer of 2020 and continued within government guidelines and restrictions until Christmas when we again closed our doors until the Spring. Thanks are also in order to William Kidd for his due diligence and care for the centre along with its necessary maintenance as and when furlough limitations allowed.
- The Main Hall was painted by our Chair, Nigel Brand, with the assistance of a limited number of volunteers and this has improved it greatly. The floor was also renovated due to a generous grant from Heart of Bucks. We hope to mark the badminton court out again in time for September.
- The Downstairs Lecture Room 6 was redecorated in 2019 after a grant was awarded by Mobbs Trust. The automatic blinds for this room were purchased by the proceeds from Jackie's Quiz in February. Mobbs Trust awarded us a further grant in Summer 2020 to renovate the floor of this room. The Committee decided that it would be a good time to also renovate the floors of the Exhibition Room 3 and the Committee Room 4. Thank you to the French class who made a large donation towards these blinds.
- Chesham Town Council gave us £500 in November 2020 to replace the old gas cooker in the downstairs kitchen as our fire assessment recommended that we changed to electric.

Challenges:

- Appointing new Trustees with the variety of skills needed to run a Community Centre of this size.
- Increasing the committees with people who have experience and skills in dealing with funding applications, human resources, building maintenance and community work.

**Financial Review**

The Trustees have reviewed the level of reserves considered appropriate. A driver in this has been the need to identify the level of funds that can be made available for the on-going upgrade of the Centre. A decision was taken that the General Reserve should be approximate to three months of normal expenditure. This level of reserves is set to cover the immediate and complete closure of the Centre. Further reserves may be required for specific purposes. The Trustees decided the appropriate figure for minimum of reserves is £25,000 of net current assets. Added to which is the book value of the fixed assets which currently equates to around £60,000.


Further details are provided in the Treasurer's report.

Declaration

The Trustees declare that they have approved the Annual Report from the Chair set out above and the financial accounts that follow.

Signed on behalf of the Charity Trustees

Signature:



Full Name Nigel Brand  
Position Chair  
Date May 2021

Registered number 1168816

# Chesham & District Community Association

## Accounts

31 March 2021

## Chesham & District Community Association

### Treasurer's Overall Summary

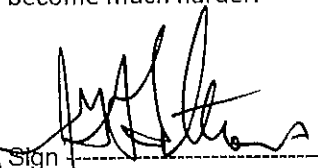
As in previous years formal audited accounts are not required. However, as for last year we have enlisted the assistance of SRL Accounting Services Ltd of Chesham to assist in preparing these accounts. The completed accounts have been inspected by an 'overseer' – Stephen L'Estrange whose formal statement appears at the end of these accounts.

During Lockdown we have sought to continue the planned refurbishment of the building within the funds available, largely due to volunteer effort, particularly from Nigel Brand, together with the employment of William to assist in this work, much progress has been achieved.

Last year I reported how due to the need for immediate replacement of the boiler system the planned (smaller) deficit was very substantially exceeded. The result was the figure for net current assets had fallen substantially below the recommended minimum of £25,000.

This year as a result of the improved position the shortfall of net current assets against recommended minimum has improved and we are now closer to bringing the reserves above the recommended figure. I am confident we should recover the remaining shortfall in 2021/22.

The Trustees will continue to seek ways continue refurbishment of the building, but this has now become much harder.

Sign 

**John Watton**  
Honorary Treasurer  
Chesham & District Community Association  
White Hill Centre

### Report of Independent Examiner

Having had access to the bookkeeping records of the Association I have inspected the accounts submitted for the year ended 31st March 2021 and consider these to be a fair representation of the financial position for the year.

Sign 

**Stephen L'Estrange**  
Independent Examiner

## Chesham &amp; District Community Association

## Income &amp; Expenditure

Turnover to date - year ended 31 March 2021	31-Mar-21	31-Mar-20	
Archery	£0.00	£705.00	
Badminton	£0.00	£2,135.25	
Casual Badminton	£0.00	£1,884.75	
Pioneer Bowls	£0.00	£530.20	
Over 50s Bowls	£0.00	£1,736.60	
U3A Bowls	£0.00	£555.00	
French - Income	£0.00	£3,934.75	
Tutor's Salary		<u>-£2,152.85</u>	£1,781.90
Keep Fit	£0.00	£1,967.25	
Tutor's Salary		<u>-£692.22</u>	£1,275.03
Mixed Craft	£0.00	£402.80	
Casual Table Tennis	£1,277.50	£633.50	
Over 50s Table Tennis	£0.00	£2,906.05	
	£1,277.50		£14,546.08
Membership Fees	£741.20	£2,384.93	
Affiliations	£0.00	£117.00	
Donations Received	£783.75	£2,433.37	
Tax recovered - Membership & Dona	£203.84	£512.00	
Rent and Service Charges	£16,569.17	£75,554.61	
Commercial Rents	£25,028.00	£25,455.75	
Fundraising Activities	£400.00	£2,207.43	
Jackie's Quiz	£0.00	£1,445.90	
Grants	£36,866.00	£80,591.96	£4,025.00
			£114,135.99
Bank Interest Received	£158.52	£368.99	£32,040.37
<b>Total Turnover</b>	<b>£82,027.98</b>	<b>£129,051.06</b>	<b>£4,952.64</b>
			<b>£17,772.12</b>
			<b>£54,765.13</b>
<b>Administrative Costs</b>			
Salaries & Employer's NIC	£41,506.46	£54,765.13	
Job Retention Scheme	<u>-£24,363.26</u>	£0.00	
Employer Pension Contributions	£376.64	£539.08	
Office Wages - Self Employed Staff	£0.00	£3,745.00	
Accountants Fees	£936.00	£18,455.84	£2,643.00
			£61,692.21
Electricity	£4,449.83	£6,707.94	
Gas	£5,652.56	£5,916.34	
Insurance	£6,492.24	£5,563.18	
Security System Maintenance	£817.39	£980.14	
Telephone Costs	£1,576.85	£1,549.38	
Waste Removal	£2,213.38	£2,456.56	
Water	£2,780.51	£2,713.13	
Repairs, Renewals and Maintenance	£20,458.06	£86,710.33	
Cleaning Materials	£517.24	£44,958.06	£3,002.06
			£115,599.06
General Office Costs	£222.50	£579.32	
Accounting System	£417.60	£448.88	
Website	£92.00	£275.00	
Photocopier Rental	£1,728.00	£1,728.00	
Photocopying Income	<u>-£5.00</u>	£1,723.00	<u>-£247.62</u>
Postage & Stationery		-£35.20	£43.48
Print Supplies		£46.41	£189.27
PRS/PPL & MPL Licences	£2,574.88	£2,476.71	
PRS/PPL Recoveries	<u>-£390.00</u>	£2,184.88	<u>-£1,513.60</u>
Premises/Personal Licences		£200.00	£200.00
Brochure		£0.00	£485.00
Bank Fees		£68.51	£592.68
Debit Card Machine		£365.74	£466.63
Legal & Professional Fees		£0.00	£2,640.00
Depreciation		£2,149.93	£2,866.58
Bad Beds Write off		£1,402.35	£0.00
<b>Total Administrative Costs</b>	<b>£72,251.62</b>	<b>£188,521.60</b>	
<b>Operating Surplus / Deficit</b>	<b>£9,776.36</b>	<b>-£59,470.54</b>	
<b>Other Income</b>			

Bar Sales		£0.00		£13,160.72
Bar Stock - Coronavirus write-off		-£211.52		-£342.35
Bar Purchases		£0.00		-£9,403.56
Percentage Sales / Purchases	0.0%	-£211.52	135.0%	£3,414.81
Refreshment inc/exp		£0.00		£389.78
Water Machine		-£436.62		-£376.74
Total Other Income		-£648.14		£3,427.85
<b>Overall Surplus / Deficit on Activities</b>		<b>£9,128.22</b>		<b>-£56,042.69</b>

**Balance Sheet**  
**Chesham & District Community Association**  
**As at 31 March 2021**

	<u>31-Mar-21</u>	<u>31-Mar-20</u>
<b>Assets</b>		
<b>Bank</b>		
Bank Current Account	£889.25	£788.09
Barclays Business Banking Savings	£12,000.00	£7,000.00
COIF Charities Deposit Fund	£204.17	£203.94
Virgin Money	£31,463.19	£31,309.23
Bar Float	£0.00	£250.00
Office Float	£0.00	£40.00
<b>Total Bank</b>	<b>£44,556.61</b>	<b>£39,591.26</b>
<b>Current Assets</b>		
Bar Stock	£0.00	£638.33
Invoices receivable	£0.00	£992.15
<b>Total Current Assets</b>	<b>£0.00</b>	<b>£1,630.48</b>
<b>Fixed Assets</b>		
Buildings	£21,223.52	£21,223.52
Fixed Assets	£6,449.80	£8,599.73
<b>Total Fixed Assets</b>	<b>£27,673.32</b>	<b>£29,823.25</b>
<b>Total Assets</b>	<b>£72,229.93</b>	<b>£71,044.99</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accruals/Prepayments	£0.00	£708.30
Commercial Letting Deposits	£615.00	£615.00
Invoices payable	£3,869.72	£2,696.67
Arts & Crafts Society - Creditor account	£101.80	£0.00
Macquarie Corporate & Asset Finance loan	£20,666.81	£29,176.64
<b>Total Current Liabilities</b>	<b>£25,253.33</b>	<b>£33,196.61</b>
<b>Total Liabilities</b>	<b>£25,253.33</b>	<b>£33,196.61</b>
<b>Net Assets</b>	<b>£46,976.60</b>	<b>£37,848.38</b>
<b>Equity</b>		
General Fund	£37,848.38	£93,891.07
Current Year Earnings	£9,128.22	-£56,042.69
	<u>£46,976.60</u>	<u>£37,848.38</u>
<b>Total Equity</b>	<b>£46,976.60</b>	<b>£37,848.38</b>
<b>Calculation of Net Current Assets</b>		
<b>Actual position</b>		
Total Assets	£72,229.93	£71,044.99
less Fixed Assets	-£27,673.32	-£29,823.25
	<u>£44,556.61</u>	<u>£41,221.74</u>
less Liabilities	-£25,253.33	-£33,196.61
<b>Net Current Assets</b>	<b>£19,303.28</b>	<b>£8,025.13</b>
Recommended minimum net current assets	<u>£25,000.00</u>	<u>£25,000.00</u>