



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
1st April 2021 to 31st March 2023

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

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|---|-------------------|---|
| • | 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.
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How the Association is governed:	The Association is governed by a Board of Trustees and a Management Committee.
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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.
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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.
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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.
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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 Lehan 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
Fixed Assets		
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	£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>
Current Assets		
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>	<u>£40,750.34</u>
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>
Creditors: amounts falling due within one year		
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>
Net Current Assets (Liabilities)	<u>£25,927.38</u>	<u>£31,001.23</u>
Total Assets less Current Liabilities	<u>£51,529.29</u>	<u>£58,062.60</u>
Net Assets	<u>£51,529.29</u>	<u>£58,062.60</u>
Funds		
General Fund	£58,062.60	£46,976.60
Current Year Deficit / Earnings	<u>-£6,533.31</u>	<u>£11,086.00</u>
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>	<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>	<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>	<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>		
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
Total Turnover	<u>£125,707.83</u>		<u>£123,347.70</u>
Gross Profit	<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>	<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>	<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>	<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>	<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>	<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
Total Administrative Costs	<u>£134,250.45</u>		<u>£112,999.86</u>
Operating Deficit / Surplus	<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>
Net Bar Income	<u>£2,009.31</u>	<u>£738.16</u>
Deficit for Year 2023 / Surplus 2022	<u>-£6,533.31</u>	<u>£11,086.00</u>