



St Giles Close  
Arleston  
Telford TF1 2AB

## **Arleston Community Centre**

A Charitable Incorporated Organisation (CIO)  
Charity Commission Registration Number 1168919

# **Financial Accounts**

**For**

**The Period 01 April 2022 to 31 March 2023**

**Arleston Community Centre, a Charitable Incorporated Organisation was registered as a Charity on 18 August 2016 and, following negotiations with Telford & Wrekin Council, became responsible for the running of the Community Centre on 01 November 2016. The Trustees agreed that the first accounting period would be 01 Nov 2016 to 31 Mar 2017. Thereafter the accounting periods to be 01 April to 31 Mar.**

**The attached documents give the details of the financial transactions for the Period 01 April 2022 to 31 Mar 2023: -**

- 1. Income & Expenditure Operational Account – see Appendix 1**
- 2. Bank Reconciliation Operational Account – see Appendix 2**
- 3. Repair and Development Fund Year – see Appendix 3**
- 4. Warm Spaces Income & Expenditure Account – see Appendix 4**
- 5. Note setting out Income to be received and Expenditure to be paid**
- 6. Bank statements**
  - 6.1. Operational account**
  - 6.2. Repair and Development account**
- 7. Statement by Treasurer and Auditor**

**Bill McClements**

**Treasurer of the Trustees**

**23 April 2023**

**Arleston Community Centre**

**Income &  
Expenditure**

**Operational Account**

**01 April 2022 to 31 March 2023**

**Appendix 1**

INCOME				EXPENDITURE			
Item No	Description	Amount £	Cummul £	Item No	Description	Cost £	Cummul £
1	Donations			1	Repairs & Maintenance	1135.82	1135.82
	1.1 Public	0.00	0.00	2	Gas & Electricity	2194.51	3330.33
	1.2 Companies	0.00	0.00	3	Insurance	702.72	4033.05
2	Grant Wellington Town Council	7000.00	7000.00	4	Hygiene services	162.26	4195.31
3	Hire income	13382.00	20382.00	5	Waste disposal charges	568.50	4763.81
4	Grant Wrekin Housing Group	2000.00	22382.00	6	Misc	87.68	4851.49
	Sound Deadening		22382.00	7	Service Contracts	1727.68	6579.17
5	T&W Solar Grant	10000.00	32382.00	8	T&W ICT and Phone	997.57	7576.74
6	Grant from Wellington Brass Band	2000.00	34382.00	9	Water Rates	876.57	8453.31
	Sound Deadening		34382.00	10	Performing Rights fee	157.70	8611.01
7	Transfer from Repair & Dev Fund	2128.60	36510.60	11	Cleaning contract	2037.50	10648.51
8	2021 - 2022 bad debt provision	200.00	36710.60	12	Cleaning materials	193.97	10842.48
9	2022 - 2023 bad debt provision	-200.00	36510.60	13	Sound Deadening project	6903.60	17746.08
				14	Solar Panel installation deposit	3742.50	21488.58
				15	Transfer to Repair & Dev Fund	3500.00	24988.58
				16	Provision not used 2021-22	-200.00	24788.58
				17	Year End provision 2022-23	200.00	24988.58
			36510.60				24988.58

**Fund Analysis**

Email Address: [arlestoncommunity@gmail.com](mailto:arlestoncommunity@gmail.com) Telephone: 01952-382270

Charitable Incorporated Organisation – Registration No: 1168919

Opening Balance £ 22054.95  
Income £ 36510.60  
Expenditure £ 24988.58

Present Balance £ 33576.97

HMRC reference number 061000032920

## Appendix 2

### Arleston Community Centre

#### Bank and Balance Reconciliation

Period 01 April 2022 to 31 March 2023

Opening Balance:

£

22054.95

Closing Balance:

£

33576.97

#### Bank Statement:

35257.17

Warm Spaces Fund

1555.47

#### Payments due or not deducted

1	6	E	110.00	Gas Mar	246.00	0.00	Warm spaces items
2	7	E	120.00	Elect Mar	113.28		Elect Feb
3	8		0.00		102.70		Gas Feb
4	9		0.00		30.00		156.25

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5	10	82.80	200.00	year end provision
<b>Total:</b>		<b>1161.03</b>		
<b>Income due or not lodged</b>				
1		£1,158.00	0.00	-200.00 bad debt provision
2		0.00	0.00	0.00
3		0.00	0.00	0.00
4		74.00	0.00	0.00
<b>Total:</b>		<b>1032.00</b>		0.00
				0.00
<b>Petty cash in hand</b>		<b>4.30</b>	6.28 On 06/08/21	0.00
<b>Reconciliation:</b>			<b>33576.97</b>	
<b>(Bank Statement minus</b>				
<b>payments made but not deducted from the account</b>				
<b>plus income not lodged and petty cash)</b>				

**Arleston Community  
Centre**

**Repair and Development  
Fund**

**Appendix 3**

Period 01 Apr 2022 to 31 Mar 2023

**INCOME**

**EXPENDITURE**

Item No	Description	Amount £	Cummul £		Item No	Description	Cost £	Cummul £
1	Interest June	2.20	2.20			Transfer to General Acc	£740.35	£740.35
2	Interest Sept	9.25	11.45			Transfer to General Acc	1388.25	£2,128.60
3	Transferred from General Acc	£3,500.00	3511.45					
4	Interest Dec	£18.26	3529.71					
5	Interest Mar	£39.54	3569.25					
			3569.25					2128.60

**Repair and Development Fund Analysis**

Opening Balance £	30000.00	Bank	£	31440.65
Income	£ 3569.25	Cash	£	
Expenditure	£ 2128.60	Payments due	£	

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Closing Balance £ 31440.65

Balance

£ 31440.65

## Arleston Community Centre

## Appendix 4

### Income & Expenditure

### Warm Spaces

Period Nov-22 to 31 Mar 2023

#### INCOME

#### EXPENDITURE

Item No	Description	Amount £	Cummul £		Item No	Description	Cost £	Cummul £
<b>A. 1</b>	<b>A. Cooking on a Budget</b> Grant T&W	4991.00	4991.00		A.1	Payment for tution 6 weeks	420.00	£420.00
			4991.00		A.2	All the equipment as per		£420.00
			4991.00			Spreadsheet in the Warm		£420.00
			4991.00			Spaces file	£1,035.31	£1,455.31
			4991.00		A.3	Food items Morrisons	£6.55	£1,461.86
					A.4	Food items Aldi	£19.61	£1,481.47
					A.5	Hire of ACC x 3 hrs Dec	£22.50	£1,503.97

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					A.6	Food items Aldi, Morr,Lidl	£45.07	£1,549.04
					A.7	Hire of ACC x 12 hrs	£90.00	£1,639.04
					A.8	Food items	£187.03	£1,826.07
					A.9	Leads 4 off	£28.99	£1,855.06
					A.10	2 Professional Mops & Buckets	£37.00	£1,892.06
					A.11	1 Thermometer	£6.79	£1,898.85
					A.12	1 Fridge Thermometer	4.99	£1,903.84
					A.13	Blue Catering Plasters	7.99	£1,911.83
					A.14	Food float	191.65	£2,103.48
					A.15	Bowls and bags	21.32	£2,124.80
					A.16	Payment for tuition 6 weeks	420.00	£2,544.80
					A.17	Hire of ACC x 12 hrs Feb	90.00	£2,634.80
					A.18	Hire of ACC x 12 hrs Mar	90.00	£2,724.80
			4991.00	<b>Sub Total</b>				<b>£2,724.80</b>
<b>B. 1</b>	<b>B. Warm Spaces</b>				B.1	Clothes rail x 2	32.80	32.80
					B.2	Aprons x 5	29.95	62.75
					B.3	CD player	44.50	107.25



					B.4	Table clothes x 6	83.70	190.95
					B.5	Toasters x 2	89.30	280.25
					B.6	Gloves	12.98	293.23
					B.7	Hire of ACC x 6 hrs Dec	45.00	338.23
					B.8	Leaflets to advertise	80.00	418.23
					B.9	Hire of ACC x 15 hrs	112.50	530.73
					B.10	Hire of ACC x 12 hrs Feb	90.00	620.73
					B.11	Hire of ACC x 12 hrs Mar	90.00	710.73
			0.00	<b>Sub Total</b>				<b>710.73</b>

### General Fund Analysis

Opening Balance £	0
Income £	4991.00
Expenditure £	3435.53
Closing Balance £	1555.47

Funds held in the "Operational Fund" bank account

**Income to be received:**

**Comments**

1. £74.00 hire income for April 2022		
On Invoice ACC2021506	£74.00	£50.00 paid 04 April 2023
2. £293.25 hire income for March 2023		
Invoice ACC2023621	£208.00	
Invoice ACC2023622	£75.00	Paid
Invoice ACC2023623	£130.00	Paid
Invoice ACC2023624	£156.00	Paid
Invoice ACC2023625	£82.00	Paid
Invoice ACC2023626	£15.00	
Invoice ACC2023627	£32.00	Paid
Invoice ACC2023628	£97.50	
Invoice ACC2023629	£73.50	Paid
Invoice ACC2023630	£289.00	

**Expenditure to be paid:**

1. Feb Elect to be debited	£113.28	Paid
2. Feb Gas to be debited	£102.70	Paid
3. Mar Elect not invoiced	£120.00	

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4. Mar Gas not invoiced	£110.00	
5. Approved invoice to be debited	£82.80	
6. Approved invoice to be debited	£246.00	
7. Approved invoice to be debited	£30.00	Paid
8. Approved invoice to be debited	£56.25	Paid

Bill McClements  
23 April 2023

**Statement by Treasurer and Auditor: -**

**1. Treasurer**

The enclosed financial statements show that Arleston Community Centre for the Period 01 April 2022 to 31 March 2023, had:

**Operational Fund**

Income of	£36,510.60
Expenditure of	£24,988.58
Closing balance of	£33,576.97

**Warm Spaces Fund**

Income of	£4,991.00
Expenditure of	£3,435.53
Closing balance of	£1,555.47
Bank balance of	£35,257.17

**Repair & Development Fund**

Income of	£3,569.25
Expenditure of	£2,128.60
Bank balance of	£31,440.65

I believe these statements give a true record of all transactions by the Trustees.



Signed:

**Bill McClements**

Dated: **23 April 2023**

## 2. Auditor

I have scrutinised the enclosed financial statements of Arleston Community Centre for the Period 01 April 2022 to 31 March 2023 and to my best knowledge believe these to be a true and accurate record of the transactions by the Trustees.

Signed:



Simon Eccleston

Dated: 28<sup>th</sup> April 2023

## TRUSTEES' ANNUAL REPORT

Of Accounts for the Period

01 April 2022 to 31 Mar 2023

(HMRC reference number 061000032920)

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Rental income finally recovered from the Covid pandemic to £13,382, the highest level since the trustees took control on 01 November 2016. The small room is now being used again but still has limited usage. This is an area for development in the next year.

Thanks to the on-going grant of £7,000 from Wellington Town Council, the cost savings achieved by the trustees and the cost-effective cleaning contract set up late last year the combined bank balances of the Centre are a healthy £66,697. The trustees continued to carry out all management activities. This has allowed the trustees to hold the hire charges at the same level for 5 years – to the benefit of all the user groups.

During the year the trustees have installed sound deadening in the Main Hall of the Centre to improve the acoustics. Arleston Community Centre is used by Wellington and Telford Brass Band, a Nationally recognised group, for all practising. A grant of £2000 from Wrekin Housing Group, £2000 from the Brass Band significantly contributed to the £6900 for the improvements. These improvements included, "Sound Pads" fitted to the ceiling and "Acoustic Curtains" on the two window sides of the Hall. In the last month of the financial year a deposit was paid for the installation of Solar Panels and a Battery system. This project will be completed by June 2023, again this project has been greatly helped by a £10000 grant from Telford & Wrekin Borough Council. Hopefully the savings will mitigate the energy price increases.

We would like to thank Wellington Town Council for their on-going grant support and commitment to putting the grant in their base budget for future years. Also, thanks to Wrekin Housing Group and Wellington Brass Band for the grant support for the sound deadening and Telford & Wrekin for the solar panel installation grant.

The accounts have been audited, submissions will be made to the Charity Commission and HMRC as required. Also accounts, reports and bank statements will be forwarded to T&W Borough Council as agreed in the lease agreement.

For next year the focus will be to complete the solar panels, maximising the use of the Centre, instal electronic presentational equipment and replace some of the roller shutters which are out of date.

Paul Davis  
Chair 02/06/2023