

The Perranwell Centre

TRUSTEES' ANNUAL REPORT

1st January 2023– 31st December 2023

This report is based on the model provided by the Charity Commission.

Section A: Reference and administration details

Charity name	The Perranwell Centre
Other names charity is known by	Perran-ar-worthal Village Memorial Hall
Registered charity no. (if any)	1170974
Charity's principal address	School Hill
	Perranwell Station,
	Truro, Cornwall
Postcode	TR3 7JU

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)
John Frankland	Chair		
Juliet Hollingsworth			
Chris Davie			
Guy Hanson			
Mark Breach	Maintenance		
Anne Brazier	Fire Safety Officer		
Ray Christophers	Maintenance		
Colin Groom	Drama Group Representative		Carnon Downs Drama Group
Ellen Solley			
Laura Angell			Loyal Bees Care
Jenifer Macindoe			
David Ward	Booking Manager		
Simon Fisher			Perranwell Football Club

Ex-Officio members			
Claire Martin	Treasurer		
Yselkla Hall	Secretary	1 January – 31 August 2023	
Julie Tayler	Secretary	1 September – 31 December 2023	

Section B: Structure, governance and management

Description of the charity's trusts

Type of governing document	Constitution (Foundation model)
How charity is constituted	Charitable incorporated organisation
Trustee selection methods	<p>Charity trustees must be elected at an annual general meeting at which all inhabitants of the area of benefit of 18 years and upward are entitled to attend and vote. No person other than a charity trustee retiring in accordance with the constitution may be appointed a charity trustee at any general meeting unless:</p> <ol style="list-style-type: none"> 1. they are recommended for re-election by the charity trustees; 2. or, an individual is proposed for election by an inhabitant of the area of benefit as under the Constitution item 9.9.2 <p>The charity trustees shall maintain a list of user bodies that they consider to be supportive of the CIO's objects and which have indicated a wish to appoint a charity trustee of the CIO. Each listed user body shall have the right to appoint one charity trustee. Any such appointment must be made according to the ordinary practice of the appointing body and must be notified in writing to the secretary.</p> <p>Where any application for the right to appoint a charity trustee is received from any existing or newly-formed body operating in the area of benefit, the charity trustees may, with the approval of not less than two-thirds of all the charity trustees, add such body to the list of user bodies and allow such body to appoint a charity trustee.</p>

Additional governance issues (optional information)

<p>You may choose to include additional information, where relevant, about:</p> <p>policies and procedures adopted for the induction and training of trustees;</p> <p>the charity's organisational structure and any wider network with which the charity works;</p> <p>relationship with any related parties;</p> <p>trustees' consideration of major risks and the system and procedures to manage them.</p>	<p>The following procedures are documented and in place to manage the charity:</p> <ul style="list-style-type: none"> • Annual business planner • Annual objectives • Annual review of trustees' performance • Declaration of business and pecuniary interest of trustees. • Annual inspection of premises and maintenance programme • Annual fire safety check • Risk assessment • Planning for incidents and emergencies • Safety notices and procedures (also included with invoices) • Financial procedures • Annual review of insurance cover • Review of contract of hire • Booking data analysis and review of hire charges • Review of services and their suppliers • Conditions of Hire • Financial reports <p>Policies:</p> <ul style="list-style-type: none"> • Equal opportunities • Safeguarding children and vulnerable adults • Health and safety • Data protection <p>Related Parties</p> <ul style="list-style-type: none"> • To work closely with any provider of pre-school education, who hire premises in the building. • To liaise with the Loyal Bees Care company who hire premises • To liaise with the Football Club about their lease and services. • To invite users to meetings to assist them with their requirements when necessary and encourage sharing of considerate use, cleanliness, storage, etc. • To keep users updated with Conditions of Hire and Policies. • To liaise with the Playing Field committee
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Section C: Objectives and activities

<p>Summary of the objects of the charity set out in its governing document</p>	<p>The objectives of the CIO are to establish and run a village centre and to promote, for the benefit of the inhabitants of the Parish of Perran-ar-worhal and surrounding districts ("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, education 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.</p>
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Section D: Achievements and Performance

At the outset of the year, we set goals of recruiting new trustees, to maintain a healthy financial position and to continue with the redevelopment programme.

Once again, thanks are expressed to our excellent trustees, both new and old, all of whom are highly committed and diligent. Our thanks also go to our volunteer Treasurer and our paid Secretary; although they are not trustees, they do make a valuable contribution to the smooth running of the Centre. It is important that we continue to seek out new and suitable trustees to support the running of the Centre and its redevelopment.

Our financial position as outlined in the report is healthy with bookings building and a strong balance.

We have concentrated with the redevelopment programme to try and raise awareness of our plans and to begin to raise funds to meet the cost of further design work. We have applied for a Community Grant from the Community Capacity Fund which will be announced in January 2024. As part of that application, we have commenced working with South West Community Builds who will project manage the grant should we be successful.

One of our trustees, Jenie Macindoe, built a subgroup Friends of Perranwell Centre to harness support for creating our own events as part of the fund raising and creating awareness of our redevelopment programme. They held several events during the year, an 80's night, Coronation event, the Christmas Concert and a New Year Eve party. They hope to arrange a summer event as well as continuing with the Christmas Concert. We are very grateful to everyone who helped and supported these events; they are extremely important not only for the funds they raise but also for increasing our contact with the local community.

We are looking at ways we can increase our social media presence and plan to review and update our website.

One of the major issues in 2023 was the closure of the village shop and the formation of a Community Group to ensure that some form of shop was maintained for the community. The Trustees agreed to support the location of a temporary container at the top end of our site to house a relocated village shop. We recognise the importance of maintaining a shop in the village and are pleased that the shop was able to open in November. We also welcome the amount of co-operation from all stakeholders in driving this project forward and welcome the support from the village that it should succeed.

Trustees continue to be focussed on maintenance issues which reflect the age of the building.

We continue to host the Loyal Bee Care group which further enhances the Hall's role as a focus of care in the community. This is also reflected in the Wellbeing group which meets in the Hall and has had a positive impact on residents.

The mother and toddler group continues to grow and is an important part of our community. The Hall continues to host various events from the School.

I would argue that all hirers and users of the Hall whether playing Bridge, Badminton or meeting as a History or Drama Group are fulfilling a social need and helping to bring the community together in addition to their more obvious aims.

Finally, following some comments that we are no longer called the Perran-ar-Worthal Village Memorial Hall, can I reassure everyone that the name on the building remains the same. Now we are a charitable incorporated organisation it simply means that the management of the Perran-ar-worthal Village Memorial Hall is undertaken by the Perranwell Centre Trustees.

The charity's activities

The last year's booking figures taken from the Hallmaster booking system over 12 months show that the Hall was occupied for 5323 hours, 53% of bookings were for the Main Hall, 31% for the West Room and 16% for the South Room.

It is difficult to compare these figures with previous years, which were greatly affected by the impact of Covid. Changing government restrictions meant that many Hall bookings were cancelled, then rebooked, then cancelled again.

The beneficiaries of the charity's activities

The trustees are pleased to report that in pursuit of the charity's objectives, the Hall continued to be used by a wide range of organizations, groups and private individuals.

'Community' activities include a diverse range, such as bridge clubs, church groups, dog training classes, as well as care groups such as Coffee Stop, Memory Café and Wellbeing. Craft groups include embroiderers, lace makers and quilters. 'Exercise' includes sports other than badminton, for example, carpet bowls and martial arts groups, as well as exercise and keep fit classes.

Sometimes, the classification is rather arbitrary. For example, 'statutory' includes the primary school, although the mother and toddler group is classed as community. Some U3A groups have been classed as community groups, but art, badminton, dance and sewing groups have been classed under those respective headings.

One reason for the Art and Craft categories is the type of resource that these groups prefer, such as lots of table space and good sources of natural light. The West Room, with its better natural light, is favoured over the South Room. Knowing the amount of use of the Hall by these groups will help with future planning.

Demographic data is not routinely collected about the users of the facilities. It is true that the Hall is used predominantly by older people, for example, the Memory Café and Coffee Stop. This is largely because older people are mostly retired and able to use the Hall throughout the day. However, the Hall is also used by many people in younger age groups. The youngest are members of the Toddlers Group followed by children from Perran-ar-worthal Primary School and members of the dance classes. The drama group has a large membership of young persons, and the football clubhouse stands on ground leased from the charity. Therefore, it can be reasonably claimed that the charity serves all ages in the community.

Section E: Financial Review

Brief statement of the charity's policy on reserves

Surplus funds have been held in a current account, but it is anticipated that during 2024 they will be relocated into interest bearing accounts, leaving a current account balance of approximately 150% of annual income in order to cover any short-term cash requirements.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal source of income is the revenue received from users for hiring facilities at the Hall.

The charity's policy is to charge hire fees at a rate that provides a modest surplus over expenditure.

Expenditure has been entirely for the maintenance and improvement of the facilities for the benefit of users though it is anticipated that in 2024 planning of redevelopment will resume.

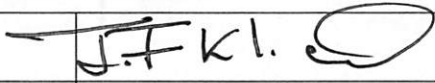

Section F: Other optional information

The charity's financial statement and balance sheet for 2023 are attached as appendices to this report, together with the report of the independent examiner.

Section G: Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	John Frankland	Chris Davie
Position, e.g. chair, secretary,	Chair	Trustee
Date	20.06.2024	20.06.2024

Independent examiner's report to the trustees of

The Perranwell Centre – Registered Charity No 1170974

I report on the accounts of the Trust for the year ended 31st December 2023, which are set out on the attached pages.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: 

Date: 16th May 2024

Name: Leanda Daddow Relevant professional qualification or body: MICB 308300
Address: Suite 8, Tower House, Bridge, TR16 4QL

The Perranwell Centre

Financial Activities

January - December 2023

	TOTAL
Income	
Charitable Activities	1,378.65
Crowd Funder	2,840.97
Donations Received -Non Gift Aid	786.00
Hall Bookings	22,092.80
Rental Income	1,662.50
Total Income	£28,760.92
TOTAL	£28,760.92
Expenditures	
Audit and Accountancy Fees	2,116.80
Cleaning	5,155.63
Electricity	5,032.47
Exterior Maintenance	718.74
Gas	531.81
Insurance	2,120.83
Office/General Administrative Expenditures	303.01
On-Line Services	1,006.80
Refuse Collection	920.64
Repairs and Renewals	875.50
Secretary Costs	1,400.00
Telephone	756.64
Water Rates	1,969.62
Total Expenditures	£22,908.49
NET OPERATING INCOME	£5,852.43
Other Expenditures	
Furniture/Fitting Depreciation	41.23
Office Equipment Depreciation_8004	73.31
Plant/Machinery Depreciation_8001	193.48
Total Other Expenditures	£308.02
NET OTHER INCOME	£ -308.02
NET INCOME/(EXPENDITURE)	£5,544.41

The Perranwell Centre

Balance Sheet

As of December 31, 2023

	TOTAL
Fixed Asset	
Tangible assets	
Furniture and Fixtures	2,616.72
Furniture/Fixture Depreciation	-2,245.64
Office Equipment	928.56
Office Equipment Depreciation	-268.70
Plant and Machinery	4,385.92
Plant/Machinery Depreciation	-2,644.62
Total Tangible assets	£2,772.24
Total Fixed Asset	£2,772.24
Cash at bank and in hand	
Barclays Bank, roof account	0.00
CAF Bank, Deposit Account	0.00
Cash Register	0.00
Lloyds Bank, Current Account	67,963.51
Petty Cash	0.00
Shawbrook 60 Day Notice	0.00
Standard Life, roof account (closed)	0.00
Total Cash at bank and in hand	£67,963.51
Debtors	
Debtors Control Account	2,963.51
Total Debtors	£2,963.51
Current Assets	
Prepayments	0.00
_EXISTING_Uncategorised Asset	0.00
Total Current Assets	£0.00
NET CURRENT ASSETS	£70,927.02
Creditors: amounts falling due within one year	
Trade Creditors	
Creditors Control Account	52.92
Total Trade Creditors	£52.92
Current Liabilities	
Manual Adjustments	0.00
Suspense Account	0.00
VAT Control	0.00
Total Current Liabilities	£0.00
Total Creditors: amounts falling due within one year	£52.92
NET CURRENT ASSETS (LIABILITIES)	£70,874.10
TOTAL ASSETS LESS CURRENT LIABILITIES	£73,646.34
Creditors: amounts falling due after more than one year	
Funds	0.00
Total Creditors: amounts falling due after more than one year	£0.00
TOTAL NET ASSETS (LIABILITIES)	£73,646.34

The Perranwell Centre

Balance Sheet

As of December 31, 2023

	TOTAL
Charity funds	
Retained Earnings	68,101.93
Surplus/(Deficit)	5,544.41
Total Charity funds	£73,646.34