



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **01 April 2023** To **31 March 2024**

Charity name: **SOUTHOWRAM COMMUNITY ASSOCIATION**

Charity registration number: **1172019**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To further or benefit the residents of Southowram and the neighbourhood, 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.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	In furtherance of these objects but not otherwise, the trustees shall have exercised their 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 and management of such a centre for activities promoted by the charity in furtherance of the above objects.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Specifically, and having full regard to the guidance issued by the Charity Commission on public benefit, Southowram Community Association (SCA) has continued to provide and maintain Community Centre facilities that are available, without any discrimination, for use by entities, groups and individuals for their activities that enhance opportunities and interest for the benefit of local people.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The charity does not make grants but husbands carefully its resources to sustain and where possible improve the Community Centre for the long term.
Policy on social investment		

including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	All Trustees and officers of the Association are volunteers. They receive no remuneration of any kind for the time and effort they give to their duties as Trustees and/or Officers of the charity. Occasional assistance is provided by other volunteers for routine duties such as cleaning.
Other		N/A

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The Charity has maintained the Community Centre and its environs successfully throughout this period. Despite the challenges of the Centre's ageing infrastructure, which is leased on a peppercorn rent from Calderdale Metropolitan Borough Council, the charity has sustained high standards of repair that encourage and enable its frequent use as described and intended. The Community Centre has continued to be a useful and valued venue for a wide range of activities that would be much less accessible to local people if undertaken elsewhere.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The primary objective, the provision of a Community Centre for community use, has been met.
Performance of fundraising activities against objectives set	Para 1.41	Revenue generation and fundraising have allowed essential and some discretionary maintenance to be undertaken.
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity has maintained adequate levels of income and kept overheads and other outgoings under careful control. At the end of this reporting period it is solvent, has strong reserves relative to its operating costs. Trustees are entirely confident in declaring it to be a going concern with in-built resilience.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity's policy is to retain at least 6 months of operating costs in its reserve to guard against the possibility that some unforeseen structural issue may prevent use and hire of the facilities which would reduce revenue to almost nothing. However, Trustees deliberately are building the charity's reserves in anticipation of what could be significant structural repairs or potential replacement of the Community Centre in future. External grants would be sought and these could require either match-funding or a meaningful contribution. No timeline has been set for the achievement of any such aspiration.
Amount of reserves held	Para 1.22	Over forty eight thousand pounds this period. This is significantly in excess of the amount required as a policy but will enable the charity to seize opportunities for refurbishing or repairing infrastructure if they arise or become essential.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Fees paid by local individuals and enterprises for the hire of Community Centre facilities provide the main source of income but donations are made from some attendees at keep fit and by participants in a local walking group.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Reserves are held in a bank deposit account to maximise security. It is understood and accepted that this does not lead to growth in real terms.
A description of the principal risks facing the charity	Para 1.46	The greatest risk to the charity's objects is that the local authority reclaims or condemns the building or that the building suffers a catastrophic structural failure. Under any of those extreme circumstances,

		the charity likely would fold. As per the Constitution, its assets would be donated to a charity with similar objects.
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution
How is the charity constituted?	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by Trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>It is a requirement of the Constitution that new trustees are given:</p> <ul style="list-style-type: none"> a. Copy of the current version of this constitution; and b. Copy of the CIO's latest Trustees' Annual Report and statement of accounts <p>In addition:</p> <ul style="list-style-type: none"> a. The Chairman or Trustee appointed by him will explain what is expected of Trustees in terms of commitment to meetings, specific duties if they have any and volunteering opportunities to support the charity's activities b. The Secretary will explain extant policies, relevant past activities and relevant decisions made by or under consideration by the Board. c. The Treasurer will explain the financial position, revenue streams, outgoings and perceived risks faced by the charity.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The charity has a small board of trustees and a flat structure.</p> <p>It is not part of a wider network.</p>
Relationship with any related parties	Para 1.51	N/A
Other		N/A

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Reference and Administrative details

Charity name	Southowram Community Association
Other name the charity uses	N/A
Registered charity number	1172019
Charity's principal address	c/o Colburn Hall, Bank Top, Halifax HX3 9UB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Stephen Padgett OBE	Chairman		Trustees
2	Amanda Padgett	Secretary and Treasurer		Trustees
3	Piers Greenwood			Trustees
4				
5				
6				

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

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Solicitor	Hugh Skillington	Brearleys Solicitors, The Round House, 12 King Street, Brighouse, HD6 1NX

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

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

N/A

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	{Original Signed}	{Original Signed}
Full name(s)	Stephen Padgett OBE	Piers Greenwood
Position (eg Secretary, Chair, etc)	Chairman	Trustee
Date	12 Jan 2024	

SOUTHOWRAM COMMUNITY ASSOCIATION

ACCOUNTS SUMMARY

Period: **01-Apr-23** to **31-Mar-24**

		BANK		PETTY CASH		TOTALS	
OPENING BALANCES		£50,013.84		£1,016.31		£51,030.15	
TOTALS		Income	Expenditure	Income	Expenditure		
		£9,720.78	£11,689.87	£1,145.00	£1,334.64	£10,865.78	-£13,024.51
Income v Expenditure		-£1,969.09		-£189.64		-£2,159	
CLOSING BALANCES	31-Mar-24	£48,044.75		£826.67		£48,871.42	
ACTUAL BANK BALANCE 31-Mar-24			£48,044.75				
DIFFERENCE		OK					
		Check					

SOUTHOWRAM COMMUNITY ASSOCIATION

BANK TRANSACTIONS

Period: **01-Apr-23** to **31-Mar-24**

	Source/Payee	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Totals
INCOME														
Source														
Grants	Calderdale MBC													£0.00
	Donations		£1,427.00			£1,000.00								£2,427.00
Provision of Facilities as per Charitable Objects	SOFA	£144.00	£90.00	£162.00	£162.00	£153.00	£144.00	£237.60	£183.60	£185.85	£194.40	£205.20		£1,861.65
	Yoga (Ebba)	£40.50						£64.80						£105.30
	All Stars (Amy Neill)		£130.00	£120.00	£140.00		£190.00	£324.00	£300.00	£168.00	£288.00	£144.00	£132.00	£1,936.00
	Wool Wranglers/Crochet	£45.00		£56.25	£45.00	£56.25	£109.80		£81.00	£64.80	£64.80	£81.00	£64.80	£668.70
	Dog Training	£40.00						£84.00	£42.00	£18.00		£72.00		£256.00
	Loving Spirits - clairvoyant		£55.00	£55.00		£55.00		£122.50	£67.50	£67.50	£67.50	£135.00		£625.00
	Karate	£20.00	£20.00				£48.00			£72.00		£24.00	£48.00	£232.00
	Ryburn Valley Pony Club							£96.00	£96.00	£24.00		£24.00		£240.00
	One-off Users		£110.00	£295.00	£515.00	£60.00	£339.00	£48.00						£1,367.00
Sub Total														£7,291.65
Misc Finances	Bank Card - Cash Back	£0.09				£0.54	£0.36		£0.65	£0.47	£0.02			£2.13
Interest/transfer	From Savings Acc													£0.00
Total Income		£289.59	£1,832.00	£688.25	£862.00	£1,324.79	£831.16	£976.90	£770.75	£600.62	£614.72	£685.20	£244.80	£9,720.78
EXPENDITURE														
Payment To														
Utilities & Certification														
Gas	OPUS Energy (Gas)	£183.54	£168.54	£46.52	£10.69	£10.66	£11.95	£10.03	£22.67	£108.86	£213.91	£264.93	£149.24	£1,201.54
Electricity	British Gas/EDF	£49.00	£49.00	£49.00	£49.00	£49.00	£49.00	£49.00	£49.00	£49.00	£49.00	£49.00	£49.00	£588.00
Water	Yorkshire Water/Everflow	£12.41	£51.90	£31.92	£28.55	£28.29	£28.55							£181.62
Gas Cert & Boiler Service														£0.00
														£0.00
Repairs & Maintenance														£0.00
Buildings Maintenance						£29.18		£82.76		£276.00				£387.94
Misc Purchases				£242.50	£88.97	£46.50		£92.39	£116.47	£6.99				£593.82
Paint														£0.00
Grounds Works/Maint	Various e.g. mowing, skips, etc	£258.20	£487.69	£283.69		£283.69	£283.69	£615.19						£2,212.15
Cleaning & Consumables	Bulbs, Loo roll, etc.							£11.89	£18.25					£30.14
Major Repairs/Works			£4,500.00											£4,500.00
Boiler/Eqpt Repair						£95.00								£95.00
Remediation														£0.00
Rates, Insurance etc														£0.00
Business Rates													£118.51	£118.51
Insurance									£1,123.17					£1,123.17
Deposits														£0.00
Refunds to good users			£50.00		£100.00	£250.00			£100.00		£50.00			£550.00
														£0.00
Admin, Ads & Consumables														£0.00
Mobile Phone		£8.89	£8.89	£8.89	£8.89	£10.19	£8.89	£8.89	£8.89	£8.89	£8.89	£8.89	£8.89	£107.98
Admin														£0.00
IT/Cons/Electronics	Incl printer													£0.00
Total Expenditure		£512.04	£5,316.02	£662.52	£286.10	£802.51	£382.08	£870.15	£1,438.45	£449.74	£321.80	£322.82	£325.64	£11,689.87
Excess of Income v Expenditure		-£222	-£3,484	£26	£576	£522	£449	£107	-£668	£151	£293	£362	-£81	-£1,969

SOUTHOWRAM COMMUNITY ASSOCIATION

PETTY CASH ANALYSIS

Period: 01-Apr-23 to 31-Mar-24

		Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Totals
Opening Balance		£1,016.31	£1,085.57	£110.57	£163.57	£201.62	£267.62	£357.62	£447.62	£519.62	£524.67	£652.67	£739.67	£1,016.31
INCOME														
Users & Donors	Walking Group													£0.00
	Keep Fit (C Blackburn)	£116.00	£125.00	£128.00	£72.00	£111.00	£90.00	£90.00	£72.00	£39.00	£128.00	£87.00	£87.00	£1,145.00
	Misc													£0.00
Events	Party Deposits													£0.00
	Summer Fair													£0.00
Total Income		116.00	125.00	128.00	72.00	111.00	90.00	90.00	72.00	39.00	128.00	87.00	87.00	1,145.00
EXPENDITURE														
	Calendar													£0.00
	Grounds Maintenance													£0.00
	Cleaning													£0.00
	Consumables (loo roll, soap, etc)	£46.74			£33.95	£45.00				£33.95				£159.64
	Misc			£75.00										£75.00
	Payments to bank		£1,100.00											£1,100.00
Total Expenditure		46.74	1,100.00	75.00	33.95	45.00	0.00	0.00	0.00	33.95	0.00	0.00	0.00	1,334.64
Excess of Income v Expenditure		69.26	-975.00	53.00	38.05	66.00	90.00	90.00	72.00	5.05	128.00	87.00	87.00	-1,334.64
CLOSING BALANCE		1,085.57	110.57	163.57	201.62	267.62	357.62	447.62	519.62	524.67	652.67	739.67	826.67	-318.33