

## **Clopton Community Action Group CIO – Charity number 1173179 CIO**

### **Trustees Annual Return Information Year to 30<sup>th</sup> of May 2023**

#### **Activities**

The Clopton Community Action Group CIO runs the Ken Kennett Community Centre in Stratford Upon Avon.

Its purpose is to provide a hall to be used to support and help the community by renting the hall to community groups and others who can benefit in the local community.

The hall is run by the Clopton Community action group trustees

Working with a community builder who is working between two Community halls one in Bishopton and ours in the Clopton area. The Community builder has been working with the Trustees on the board to develop some clubs and activities for the local people.

We started a Warm hub on a Friday afternoon, which has proved very successful, and has now changed its name to Clopton Connect, offering a cup of tea and a chat, armchair exercise and Board games.

We have also successfully introduced a New Zero Kitchen on a Friday, this allows a team of volunteers from Net Zero, to use the kitchen. They are responsible for making contact with local supermarkets, collecting food coming to the end of its sell by date, and producing a meal for the local community on a Friday night, This has attract over 36 people a week to come and enjoy a meal together.

#### **Trustees**

There are currently three trustees on the board. Who are responsible for running the CIO in accordance with its constitution. All trustee details on the Charity commission website.

#### **People**

The entre does not have any employees. It does not raise funds from the public and does not have any trading subsidiaries. Its income comes from renting out the hall and from grants made by local bodies to support specific projects.

**Contact details.**

Mr J Fojtik.

**Report of the Trustees**

The centre is located at 100 Justin's Avenue Stratford upon Avon CV37 0DA which is its principal office.

The objects of the CIO are identified in the constitution, but are primarily to hire out the hall for use by local groups, thus benefitting the residents of Clopton and the surround area through the provision of facilities for recreation, the advancement of education, and other leisure time activities.

**REGISTERED COMPANY NUMBER: CE010911 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1173179**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
5TH MAY 2023  
FOR  
Clopton Community Action Group**

Pointon Young  
Chartered Accountants  
17 Greenhill Street  
Stratford upon Avon  
Warwickshire  
CV37 6LF

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FOR THE YEAR ENDED 5TH MAY 2023

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**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 5TH MAY 2023**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 5th May 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

CE010911 (England and Wales)

**Registered Charity number**

1173179

**Registered office**

12 Elm Road  
Stratford upon Avon  
Warwickshire  
CV37 0DQ

**Trustees**

J Fojtik  
C George  
L Mansfield  
N South

**Independent examiner**

Steven Brown BA FCA  
Pointon Young  
Chartered Accountants  
17 Greenhill Street  
Stratford upon Avon  
Warwickshire  
CV37 6LF

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Approved by order of the board of trustees on 19 February 2024 and signed on its behalf by:

J Fojtik - Trustee

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CLOPTON COMMUNITY ACTION GROUP**

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I report on the accounts of the company for the year ended 5th May 2023, which are set out on pages three to eleven.

### **Responsibilities and basis of report**

As the charity's trustees (and also the directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 386 of the Companies Act 2006; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland; or
4. that there is further information needed for a proper understanding of the accounts.

### **Independent examiner's statement**

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.

Steven Brown BA FCA  
Pointon Young  
Chartered Accountants  
17 Greenhill Street  
Stratford upon Avon  
Warwickshire  
CV37 6LF

19 February 2024

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 5TH MAY 2023**

|  | Notes | Unrestricted<br>fund<br>£ | Restricted<br>funds<br>£ | 2023<br>Total<br>funds<br>£ | 2022<br>Total<br>funds<br>£ |
|--|-------|---------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>INCOMING RESOURCES</b>                            |       |                           |                          |                             |                             |
| <b>Incoming resources from generated funds</b>       |       |                           |                          |                             |                             |
| Voluntary income                                     |       | 1,000                     | -                        | 1,000                       | 2,667                       |
| Investment income                                    | 2     | 12,740                    | -                        | 12,740                      | 6,656                       |
| <b>Incoming resources from charitable activities</b> |       |                           |                          |                             |                             |
| <b>Total incoming resources</b>                      |       | 13,740                    | -                        | 13,740                      | 9,323                       |
| <b>RESOURCES EXPENDED</b>                            |       |                           |                          |                             |                             |
| <b>Costs of generating funds</b>                     |       |                           |                          |                             |                             |
| Costs of generating voluntary income                 |       | 11,563                    | -                        | 11,563                      | 9,610                       |
| Activities for generating funds                      | 3     | -                         | -                        | -                           | -                           |
| <b>Charitable activities</b>                         |       |                           |                          |                             |                             |
| Arts Fund  |       | 4,915                     | 4,841                    | 9,756                       | 7,069                       |
| <b>Governance costs</b>                              |       | 396                       | -                        | 396                         | 480                         |
| <b>Other resources expended</b>                      |       | -                         | -                        | -                           | -                           |
| <b>Total resources expended</b>                      |       | 16,874                    | 4,841                    | 21,715                      | 17,159                      |
| <b>NET INCOMING/(OUTGOING) RESOURCES</b>             |       | (3,134)                   | (4,841)                  | (7,975)                     | (7,836)                     |
| <b>RECONCILIATION OF FUNDS</b>                       |       |                           |                          |                             |                             |
| <b>Total funds brought forward</b>                   |       | 21,483                    | 15,069                   | 36,552                      | 44,388                      |
| <b>TOTAL FUNDS CARRIED FORWARD</b>                   |       | 18,349                    | 10,228                   | 28,577                      | 36,552                      |

The notes form part of these financial statements

**Clopton Community Action Group**

**BALANCE SHEET  
AT 5TH MAY 2023**

|  | Notes | Unrestricted<br>fund<br>£ | Restricted<br>funds<br>£ | 2023<br>Total<br>funds<br>£ | 2022<br>Total<br>funds<br>£ |
|--|-------|---------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>FIXED ASSETS</b>                          |       |                           |                          |                             |                             |
| Tangible assets                              | 6     | 5,316                     | -                        | 5,316                       | 1,600                       |
| <b>CURRENT ASSETS</b>                        |       |                           |                          |                             |                             |
| Debtors                                      | 7     | 1,435                     | -                        | 1,435                       | 949                         |
| Cash at bank                                 |       | 22,345                    | 10,228                   | 32,573                      | 45,022                      |
|  |       | <u>23,780</u>             | <u>10,228</u>            | <u>34,008</u>               | <u>45,971</u>               |
| <b>CREDITORS</b>                             |       |                           |                          |                             |                             |
| Amounts falling due within one year          | 8     | (10,747)                  | -                        | (10,747)                    | (11,019)                    |
|  |       | <u>13,033</u>             | <u>10,228</u>            | <u>23,261</u>               | <u>36,552</u>               |
| <b>NET CURRENT ASSETS</b>                    |       |                           |                          |                             |                             |
|  |       | <u>18,349</u>             | <u>10,228</u>            | <u>28,577</u>               | <u>36,552</u>               |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b> |       |                           |                          |                             |                             |
|  |       | <u>18,349</u>             | <u>10,228</u>            | <u>28,577</u>               | <u>36,552</u>               |
| <b>NET ASSETS</b>                            |       |                           |                          |                             |                             |
|  |       | <u>18,349</u>             | <u>10,228</u>            | <u>28,577</u>               | <u>36,552</u>               |
| <b>FUNDS</b>                                 |       |                           |                          |                             |                             |
|  | 9     |                           |                          |                             |                             |
| Unrestricted funds                           |       |                           |                          | 18,349                      | 21,483                      |
| Restricted funds                             |       |                           |                          | 10,228                      | 15,069                      |
| <b>TOTAL FUNDS</b>                           |       |                           |                          |                             |                             |
|  |       |                           |                          | <u>28,577</u>               | <u>36,552</u>               |

The notes form part of these financial statements



**BALANCE SHEET - CONTINUED  
AT 5TH MAY 2023**

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The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 5th May 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 5th May 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 19 February 2024 and were signed on its behalf by:

J Fojtik -Trustee

The notes form part of these financial statements

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 5TH MAY 2023**

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**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**2. INVESTMENT INCOME**

|                | 2023   | 2022  |
|----------------|--------|-------|
|                | £      | £     |
| Rents received | 12,740 | 6,656 |

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 5TH MAY 2023**

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**3. ACTIVITIES FOR GENERATING FUNDS**

|               | 2023              | 2022              |
|---------------|-------------------|-------------------|
|               | £                 | £                 |
| Support costs | -                 | -                 |
|               | <u>          </u> | <u>          </u> |

**4. NET INCOMING/(OUTGOING) RESOURCES**

Net resources are stated after charging/(crediting):

|                             | 2023              | 2022              |
|-----------------------------|-------------------|-------------------|
|                             | £                 | £                 |
| Depreciation – owned assets | 379               | 199               |
|                             | <u>          </u> | <u>          </u> |

**5. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 5th May 2023 nor for the year ended 5th May 2022.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 5th May 2023 nor for the year ended 5th May 2022.

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 5TH MAY 2023**

**6. TANGIBLE FIXED ASSETS**

|                       | Plant and<br>machinery<br>etc.<br>£ |
|-----------------------|-------------------------------------|
| <b>COST</b>           |                                     |
| At 6th May 2022       | 2,186                               |
| Additions             | 4,095                               |
|                       | <hr/>                               |
| At 5th May 2023       | 6,281                               |
|                       | <hr/>                               |
| <b>DEPRECIATION</b>   |                                     |
| At 6th May 2022       | 586                                 |
| Charge for year       | 379                                 |
|                       | <hr/>                               |
| At 5th May 2023       | 965                                 |
|                       | <hr/>                               |
| <b>NET BOOK VALUE</b> |                                     |
| At 5th May 2023       | 5,316                               |
|                       | <hr/> <hr/>                         |
| At 5th May 2022       | 1,600                               |
|                       | <hr/> <hr/>                         |

**7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|               | 2023<br>£ | 2022<br>£ |
|---------------|-----------|-----------|
| Trade debtors | 1,006     | 445       |
| Other debtors | 429       | 504       |
|               | <hr/>     | <hr/>     |
|               | 1,435     | 949       |

**8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                 | 2023<br>£ | 2022<br>£ |
|-----------------|-----------|-----------|
| Trade creditors | 187       | 148       |
| Other creditors | 10,560    | 10,871    |
|                 | <hr/>     | <hr/>     |
|                 | 10,747    | 11,019    |

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 5TH MAY 2023**

**9. MOVEMENT IN FUNDS**

|                           | At 6.5.22<br>£ | Net<br>movement in<br>funds<br>£ | At 5.5.23<br>£ |
|---------------------------|----------------|----------------------------------|----------------|
| <b>Unrestricted funds</b> |                |                                  |                |
| General fund              | 21,483         | (3,134)                          | 18,349         |
| <b>Restricted funds</b>   |                |                                  |                |
| ChangeX Project           | 1,271          | -                                | 1,271          |
| Digital Inclusion Project | 2,160          | -                                | 2,160          |
| Stratford Town Trust      | 1,300          | -                                | 1,300          |
| Orbit Group               | 1,009          | -                                | 1,009          |
| Arts Fund                 | 9,329          | (4,841)                          | 4,488          |
|                           | 15,069         | (4,841)                          | 10,228         |
| <b>TOTAL FUNDS</b>        | <u>36,552</u>  | <u>(7,975)</u>                   | <u>28,577</u>  |

Net movement in funds, included in the above are as follows:

|                           | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b> |                            |                            |                           |
| General fund              | 13,740                     | (16,874)                   | (3,134)                   |
| <b>Restricted funds</b>   |                            |                            |                           |
| Arts Fund                 | -                          | (4,841)                    | (4,841)                   |
| <b>TOTAL FUNDS</b>        | <u>13,740</u>              | <u>(21,715)</u>            | <u>(7,975)</u>            |

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 5TH MAY 2023**

**9. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

|                           | At 6.5.21<br>£ | Net<br>movement in<br>funds<br>£ | At 5.5.22<br>£ |
|---------------------------|----------------|----------------------------------|----------------|
| <b>Unrestricted Funds</b> |                |                                  |                |
| General fund              | 22,200         | (717)                            | 21,483         |
| <b>Restricted Funds</b>   |                |                                  |                |
| ChangeX Project           | 1,271          | -                                | 1,271          |
| Digital Inclusion Project | 2,160          | -                                | 2,160          |
| Stratford Town Trust      | 1,300          | -                                | 1,300          |
| Orbit Group               | 1,009          | -                                | 1,009          |
| Arts Fund                 | 16,448         | (7,119)                          | 9,329          |
|                           | <u>22,188</u>  | <u>(7,119)</u>                   | <u>15,069</u>  |
| <b>TOTAL FUNDS</b>        | <u>44,388</u>  | <u>(7,836)</u>                   | <u>36,552</u>  |

Comparative net movement in funds, included in the above are as follows:

|                           | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b> |                            |                            |                           |
| General fund              | 9,323                      | (10,040)                   | (717)                     |
| <b>Restricted funds</b>   |                            |                            |                           |
| Arts Fund                 | -                          | (7,119)                    | (7,119)                   |
| <b>TOTAL FUNDS</b>        | <u>9,323</u>               | <u>(17,159)</u>            | <u>(7,836)</u>            |

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 5TH MAY 2023**

**9. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined position is as follows:

|                           | At 6.5.21 | Net<br>movement in<br>funds | At<br>5.5.23 |
|---------------------------|-----------|-----------------------------|--------------|
|                           | £         | £                           | £            |
| <b>Unrestricted funds</b> |           |                             |              |
| General fund              | 22,200    | (3,851)                     | 18,349       |
| <b>Restricted funds</b>   |           |                             |              |
| ChangeX Project           | 1,271     | -                           | 1,271        |
| Digital Inclusion Project | 2,160     | -                           | 2,160        |
| Stratford Town Trust      | 1,300     | -                           | 1,300        |
| Orbit Group               | 1,009     | -                           | 1,009        |
| Arts Fund                 | 16,448    | (11,960)                    | 4,488        |
|                           | 22,188    | (11,960)                    | 10,228       |
| <b>TOTAL FUNDS</b>        | 44,388    | (15,811)                    | 28,577       |

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

|                           | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b> |                            |                            |                           |
| General fund              | 23,063                     | (26,914)                   | (3,851)                   |
| <b>Restricted funds</b>   |                            |                            |                           |
| Arts Fund                 | -                          | (11,960)                   | (11,960)                  |
| <b>TOTAL FUNDS</b>        | 23,063                     | (38,874)                   | (15,811)                  |

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 5TH MAY 2023**

|  | 2023<br>£     | 2022<br>£    |
|--|---------------|--------------|
| <b>INCOMING RESOURCES</b>                            |               |              |
| <b>Voluntary income</b>                              |               |              |
| Grants   | -             | -            |
| <b>Investment income</b>                             |               |              |
| Rents received                                       | 12,740        | 6,656        |
| <b>Incoming resources from charitable activities</b> |               |              |
| Grants   | 1,000         | 2,667        |
|  | <u>1,000</u>  | <u>2,667</u> |
| <b>Total incoming resources</b>                      | <b>13,740</b> | <b>9,323</b> |
| <b>RESOURCES EXPENDED</b>                            |               |              |
| <b>Costs of generating voluntary income</b>          |               |              |
| Rates and water                                      | 2,463         | 1,372        |
| Insurance  | 967           | 335          |
| Telephone and internet                               | 446           | 460          |
| Postage and stationery                               | 178           | 61           |
| Sundries   | 138           | 52           |
| Property costs                                       | 6,958         | 4,942        |
| Advertising  | 34            | 2,189        |
| Depreciation of tangible fixed assets                | 379           | 199          |
|  | <u>11,563</u> | <u>9,610</u> |
| <b>Charitable activities</b>                         |               |              |
| Other project costs                                  | 9,756         | 7,069        |
| <b>Governance costs</b>                              |               |              |
| Accountancy  | 396           | 480          |
| Legal fees   | -             | -            |
|  | <u>396</u>    | <u>480</u>   |

This page does not form part of the statutory financial statements



DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 5TH MAY 2023

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|                          | 2023<br>£      | 2022<br>£      |
|--------------------------|----------------|----------------|
| Total resources expended | 21,715         | 17,159         |
| Net (expenditure)/income | <u>(7,975)</u> | <u>(7,836)</u> |

This page does not form part of the statutory financial statements