

BISHOP'S STORTFORD COMMUNITY CENTRES CIO
ACCOUNTS
YEAR ENDING 31st MARCH 2025

Bishop's Stortford Community Centres CIO

Trustees Annual Report for the Year Ending 31st March 2025

Reference and Administration Details

Charity Name	Bishop's Stortford Community Centres CIO
Charity Number	1173860
Company Number	CE011342
Charity Address	The Old Monastery, Windhill, Bishop's Stortford, Herts, CM23 2ND

The Trustees managing the charity were as follows;

Mrs Y Akande
Mrs E Bromley
Mr M Burlison (Appointed 29th March 2025)
Mrs G Forrest (Removed 7th November 2024)
Mr M Knowles
Mr D Roque (Appointed 8th May 2025)
Mr S Segal
Mrs K Wood
Mr J Wyllie

Structure, Governance and Management

The Bishop's Stortford Community Centres CIO is governed by a Constitution of a Charitable Incorporated Organisation whose only voting members are its charity trustees and the trustees are appointed as follows:

- i) Between three and twelve trustees appointed by charity trustees
- ii) Between zero and three trustees nominated by Bishop's Stortford Town Council

The Trustees administer the charity and meet quarterly.

Objectives and Activities

The objects of the CIO are to promote the benefit of the inhabitants of Bishop's Stortford and the surrounding area without distinction of sex or of political, religious or other opinions by the provision of facilities in the interest of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants and in particular to manage and run community centres and facilities in furtherance of these objects.

The Trustees have had regard to the Charity Commission's guidance on public benefit.

Achievements and Performance

This is detailed in the attached report by the Chairman of the CIO.

Financial Review

Bishop's Stortford Community Centres CIO takes a flexible approach to reserves and does not assign a set amount that must always be held in general reserve. Funds held in an earmarked reserve will only be used for the purpose of the earmarked reserve. Reserves are held in instant access and notice accounts in order to fund day to day operation and maximise interest received. No funds are in deficit and amounts can be found under Statements of Assets and Liabilities.

Independent Examiners Report to the Trustees of Bishop's Stortford Community Centres CIO

I report on the accounts of the CIO (Charity No. 1173860) for the year ending 31st March 2025, which are set out on pages 4 and 5.

Respective responsibilities of Trustee 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 Examiners Report

My examination was carried out in accordance with the 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 present with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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 Examiners Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Dated **01/08/2025**

Print Name

Martin Brooks

Address

Gold Stag Accounts Ltd
Suite 1
The Courtyard
The Old Monastery
Windhill
Bishop's Stortford
Hertfordshire
CM23 2ND

Bishop's Stortford Community Centres CIO
Receipts and Payments
For the Year Ending 31st March 2025

			2025	2024
	Restricted Fund	Unrestricted Fund	Total Funds	Total Funds
Receipts				
Lettings		136,374	136,374	121,511
Flat Rent		9,600	9,600	9,600
Revenue Grants Received	3,000		3,000	
Miscellaneous Income		565	565	
Interest Received		5,450	5,450	4,488
Total Receipts	3,000	151,989	154,989	135,599
Payments				
Rates				
Water and Sewerage		4,246	4,246	1,881
Gas		3,162	3,162	10,551
Electricity		11,452	11,452	14,471
Insurance		1,839	1,839	3,250
Cleaning Costs		46,504	46,504	37,695
Cleaning Materials		117	117	
Window Cleaning		1,281	1,281	1,040
Building Maintenance		28,512	28,512	29,242
Equipment Maintenance		688	688	1,061
Equipment		445	445	260
Outsourced Grounds Maintenance		1,224	1,224	
General Refuse Collection		3,864	3,864	3,679
Caretaking		8,668	8,668	14,021
Telephone		951	951	1,215
Bank Charges		274	274	281
Accounting Support/Administration		27,497	27,497	25,867
Professional Fees		84	84	2,642
Licences		1,458	1,458	1,374
Other Supplies & Services				
Total Payments		142,266	142,266	148,530
Net Receipts/(Payments)	3,000	9,723	12,723	(12,931)
Transfer Between Funds				
Cash Funds from Last Year End		115,034	115,034	127,965
Cash Funds this Year End	3,000	124,757	127,757	115,034

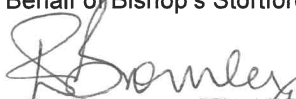
Bishop's Stortford Community Centres CIO

Statement of Assets and Liabilities For the Year Ending 31st March 2025

			2025	2024
	Restricted Fund	Unrestricted Fund	Total Funds	Total Funds
Cash Funds				
Lloyds Current Account		23,015	23,015	20,280
Lloyds Call Account		14	14	14
Lloyds Treasury Account	3,000	24,751	27,751	21,569
UTB Notice Account		76,977	76,977	73,171
	3,000	124,757	127,757	115,034
Other Monetary Assets				
Monies Due to Charity at 31/03		12,446	12,446	12,672
Liabilities				
Monies Owed by Charity at 31/03	3,000	14,585	17,585	12,809
Investment Assets				
None				

Approved for and on Behalf of Bishop's Stortford Community Centres CIO on behalf of
all the Trustees

Signed



Dated

6/11/2025

Print Name

ERICA BRAMLEY

Signed



Dated

6/11/25

Print Name

JOHN WYLLIE

Bishop's Stortford Community Centre CIO

Chairmans AGM Report

Overview

We have seen a continued increase in hirer numbers, encompassing both regular bookings and private party events. This positive trend demonstrates growing community engagement and a sustained interest in the facilities at all of our Community Centres.

Maintenance and Improvements.

Havers

Extensive roof and gutter clean
New metal fence fitted along car park
Pine trees cut down and removed from garden

Bishops Park

Roof repair

St Michaels

New Boiler installed
4 Wall gully and guttering cleared due to leaking roof.
three toilets in the Ladies' and one toilet in the Gents were replaced

These improvements form part of our ongoing commitment to maintaining a high standard of facilities for all users.

Looking ahead, a significant programme of remedial work is scheduled to commence in April 2026. These necessary improvements will be incorporated into the forthcoming budget.

Financial Summary

As detailed in the accounts, income for the year amounted to **£154,989**, with total expenditure of **£142,266**, resulting in a **surplus of £12,723**. Consequently, cash funds at year-end stood at **£127,757**.

I would like to thank my fellow Trustees and Bishop's Stortford Town Council colleagues for their continued help and support in making the Centres run smoothly.

John Wyllie
Chairman
3/11/25

