



Trustees' Annual Report for the period

Period start date		Period end date		
From	1st April 2021	To	31st March	2022

Section A Reference and administration details

Charity name Viabes Community Association CIO

Other names charity is known by

Registered charity number (if any) 1177363

Charity's principal address Viabes Craft Centre

The Harrow Way

Basingstoke

RG22 4BJ

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	Bruce Hibbert	Chair		
2	Kevin Roche	Vice Chair		
3	Ian May-Miller	Treasurer		
4	Jason Fraser			
5	Nicola Hicken			
6	Jeanette Hobden			
7	Pam Lloyd	Secretary	To 07-May-21	
8	Lesley Rust			
9	Claire Taylor			
10	Leigh White	Joint Secretary	From 24-Nov-2021	
11	Tracy Rigby	Joint Secretary	From 24-Nov-2021	
12	Lindsay Hogan		From 29-Oct-2021	
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Election to post by residents of the Association's Area of Benefit at a public AGM

Additional governance issues (Optional information)

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

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the charity are to:

a) Promote the benefit of the inhabitants of the Viales area and the neighbourhood together defined by the attached map (hereinafter called 'the area of benefit') without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants 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 object of improving the conditions of life for the said inhabitants;

b) Establish, or secure the establishment of, a Community Centre

(hereinafter called 'the Centre') and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objects;
 c) Promote such other charitable purposes as may from time to time be determined.
 The Association shall be non-party in politics and non-sectarian in religion.

Trustees have planned events for the year with due consideration of public benefit, following the Charity Commission's guidance. These, together with the activities of the hirers we support, have enabled us to meet a wide diversity of needs within our community.

The start of the Financial Year still saw Covid-19 restrictions in place though these were beginning to be reduced or lifted. Trustees and staff planned any activities and events in line with the current Government advice and guidance relating to Covid-19 at the time. This meant a number of activities remained either online or running with reduced numbers. Whilst this impacted upon income, it ensured safety for our attendees and increased their confidence in returning to activities and events.

We continued to support a variety of groups for our community, including Memory Club, children's activities (including specialised SEND activities), ukulele classes, fayres and, once restrictions eased completely, open mic nights, wellbeing choir (MEOWS) and we returned to our full timetable of activities which included yoga, pilates, krav maga, dressmaking, cake decorating, dog training, weight management groups, martial arts and more.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

As the year progressed, and Covid -19 restrictions allowed, we saw the return of many of our regular hirers and activities. December 21 saw the Association take on an additional building, The Roger Morris Centre. The Association has therefore been able to increase and expand its activities and offerings to the wider local community. As part of the planning for taking on the new site the Association also made the necessary changes to its Area of Benefit which were approved at a General Meeting in July 21.

We provided the community once again with our much-loved Play Day, making some changes that ensured people had increased space and enjoyment, and were able to once again hire out our facilities close to the Pre-Covid capacity.

The Association has increased its staff to cater for the number of activities and events we now run at the two sites. We have continued to develop and support our staff through regular training opportunities and started to develop ideas and plans for future projects.

We continued to grow our numbers at Memory Club, providing a valuable service for those who had increased cognitive decline during isolated lockdown periods and providing much needed respite for family and carers.

Support for local business continued through our organising of craft, summer and winter fayres for the community as has continued interest in the hiring of our facilities for regular hire.

In addition to improving delivery and increasing numbers for providing support to families through toddler groups and dementia groups we have become a hub of support for Ukrainian war victims needs.

We continue to run free/ low cost events for the community and have introduced outings on buses to family friendly destinations during school holiday times, for people without car availability.

The family film events during holiday times has proved very beneficial to children who find cinemas a challenging environment and regular family quiz nights have now become comfortable destinations for a variety of groups.

Section E

Financial review

Brief statement of the charity's policy on reserves

Our policy on reserves is that we hold 6-12 months of expenditure as free reserves. Additionally, we hold:

- Restricted reserves where, for instance, we have been given grants for a specific purpose
- Unrestricted designated reserves earmarked for use on a particular project or activity such as refurbishment of premises.

We review our reserves every 6 months

Details of any funds materially in deficit

None

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.

In the previous financial year grants provided 80% of our income as normal income streams dried up due to lockdowns. This year grant income reduced to 19% of total income as normal activities returned closer to normality.

At the time of writing this report, gas and electricity prices have risen rapidly and are extremely volatile. We have reviewed our vulnerability to price rises and have concluded that the association would be able to withstand a doubling or even trebling of 2020-21 prices without risk to our ongoing activities

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	I. May-Miller	Bruce Hibbert
Full name(s)	Ian May-Miller	Bruce Hibbert
Position (eg Secretary, Chair, etc)	Treasurer	Chair
Date	9/1/23	

Charity Name Viabes Community Association CIO		No (if any) 1177363	
Receipts and payments accounts			
For the period from	Period start date 01-Apr-2021	To	Period end date 31-Mar-2022

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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Hall hire	70,840		-	70,840	12,931
Community Development	26,685		-	26,685	4,541
Donations	4,201		-	4,201	5,466
Grants	24,001	1,000	-	25,001	109,014
Other income	1,460		-	1,460	5,662
			-	-	
			-	-	
			-	-	
Sub total (Gross income for AR)	127,186	1,000	-	128,186	137,614
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	127,186	1,000	-	128,186	137,614
A3 Payments					
Utilities, insurance and licences	9,205	-	-	9,205	6,806
Property Repairs and Maintenance	30,188	-	-	30,188	14,123
Community functions and devt	8,749	816	-	9,565	15,570
Staff costs	52,205	-	-	52,205	50,309
Office and general expenses	4,999	-	-	4,999	8,989
Governance		-	-	-	-
	-	-	-	-	-
Sub total	105,346	816	-	106,162	95,797
A4 Asset and investment purchases. (see table)					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	105,346	816	-	106,162	95,797
Net of receipts/(payments)	21,840	184	-	22,024	41,817
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	151,616	2,804	-	154,420	112,602
Cash funds this year end	173,456	2,988	-	176,444	154,419

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Unity Trust Current account	88,132		-
	CAF deposit account	85,154	2,988	

Cash floats	170		
		-	-
		-	-
Total cash funds	173,456	2,988	-

(agree balances with receipts and payments account(s))

OK

OK

OK

B2 Other monetary assets

	Unrestricted funds	Restricted funds	Endowment funds
	to nearest £	to nearest £	to nearest £
Details			
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

	Fund to which asset belongs	Cost (optional)	Current value (optional)
Details			
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

	Fund to which asset belongs	Cost (optional)	Current value (optional)
Details			
Heating system including boilers	Unrestricted	-	-
Audio visual installation and PA system	Unrestricted	-	-
PCs and Laptops	Unrestricted	-	-
Tables (approx 30) and chairs (approx	Unrestricted	-	-
Fixtures and fittings (eg cupboards)	Unrestricted	-	-
Bouncy Castle	Unrestricted	-	-
Skittle Alley	Unrestricted	-	-
Tovertafel	Restricted	-	-
		-	-

B5 Liabilities

	Fund to which liability relates	Amount due (optional)	When due (optional)
Details			
Hirer's Security Deposits	Unrestricted	4,150	various dates
		-	

Signature

Print Name

Date of approval

Signed by one or two trustees on behalf of all the trustees

I. May - Miller
Bruce Hibbert

Ian May-Miller (Treasurer)

Bruce Hibbert (Chair)

9/1/23

9/1/23

Independent examiner's report to the trustees of Viabes Community Association

I report to the trustees on my examination of the accounts of the Viabes Community Association for the year ended 31st March 2022.

Responsibilities and basis of report

As the charity trustees of the Viabes Community Association you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of Viabes Community Association accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records.

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

Signed:



Name: Andrew Reuben Durling

Relevant professional qualification or membership of professional bodies : A.C.M.A.
– Associate member of the Chartered Institute of Management Accountants

Address: 97 Cumberland Avenue, Basingstoke, Hants. RG22 4BQ

Date: 3rd January 2023