



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1st	April	2023		31st	March	2024

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	Leigh White	Secretary	1-Apr-23 to 21-Apr-23	
5	Jason Fraser			
6	Nicola Hicken			
7	Jeanette Hobden			
8	Claire Taylor			
9	Lindsay Hogan			
10	Lesley Rust			
11				
12				
13				
14				
15				
16				
17				
18				

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 Viabes 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;

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)

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.

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. Our goals fr

Our aim this year was to continue to meet community needs by reviewing our approach.

Improve social media marketing and increase our audience base for the Roger Morris Centre and the Community Wardrobe.

Recruit volunteers to help run and support our events.

Increase revenue and reduce costs to ensure longevity.

Increasing occupancy rates in line with our aims.

Continue to attract grants and other funding for specific projects.

Maintain and develop our buildings at both community centres to meet community needs effectively.

Summary of the main achievements of the charity during the year

Viabes Community Association has had a productive year, marked by significant improvements to our facilities, expansion of community services, and adaptability in the face of challenges during the extensive building work at Viabes Community Centre. We have continued to develop the activities at both of our community centres.

Community Engagement Activities

- "Weigh and Play" sessions at Roger Morris Centre, which have been hugely popular with 25-30 people attending each session.
- Reintroduced Park Tots at Roger Morris Centre due to local demand.
- Expanded Memory Club services, including a new Carers' support group and a second weekly session.
- Organised successful community events, including a Summer Fayre, Christmas Fayre and Kings Coronation celebration.
- Expanded the Basingstoke Community Wardrobe initiative, including fashion shows and support for local students with prom wear.

Facility Management Improvements

- Successfully completed significant roof replacement works at Viabes Community Centre.
- Renovated the Osborne Room, enhancing its appeal and functionality. Including a new Accessible Toilet and Storage.
- Installed new fire doors at Roger Morris Centre to improve safety.
- Secured funding for a fixed canopy in the Roger Morris Centre garden to extend usable space.
- Conducted fire risk assessments and implemented necessary safety measures at both centres.
- Carried out Legionella risk assessment works to ensure water safety.

Volunteer Recruitment

- Employed a Volunteer and Marketing Coordinator to boost recruitment efforts.
- Gained new volunteers for Memory Club, children's activities, and gardening.
- Organized a team-building workshop for Memory Club volunteers.
- Continued to seek volunteers for various roles, including site supervision and children's activities support.

Grants and Funding

Secured various grants throughout the year, including:

- Funding for a new Volunteer and Marketing Coordinator role,
- Grant from CIF for improvements at Roger Morris Centre,
- Councillor grants for kitchen appliance replacements and lobby area redecoration,
- Funding for Memory Club music sessions through the purchase of a laptop computer and software,
- Successfully applied for warm spaces funding and other small grants to support specific initiatives.

Section E Financial review

Brief statement of the charity's policy on reserves

Our policy on reserves is to 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.

Free reserves currently stand at £122,000 i.e. about 8 months of expenditure.

Details of any funds materially in deficit

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 Association remains in a strong and stable financial position.

Over 80% of our income is from hall hire and activities we run for the community.

Major improvements to our buildings this year included refurbishment and addition of a disabled toilet in the Osborne Room and replacement of the main hall roof. The short-term downside of this was that those areas were unavailable for long periods of time causing income from hall hire and activities to be significantly reduced. Together with an increase in costs and despite some good income from grants this lead to a deficit of £19,000 in the year.



This is not a cause for concern as we have healthy reserves and now that the works are complete we expect to return to a surplus.

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

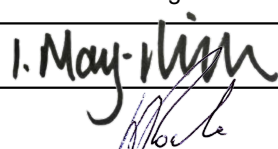

Signature(s)		
Full name(s)	Kevin Roche	Ian May-Miller
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	21 January 2025	21 January 2025

Charity Name		No (if any)		CC16a
Viabes Community Association CIO		1177363		
Receipts and payments accounts				
For the period from	Period start date	To	Period end date	
	01-Apr-2023		31-Mar-2024	

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	97,626		-	97,626	114,305
Community Development	35,998		-	35,998	43,093
Donations	2,280		-	2,280	3,822
Grants	5,909	9,600	-	15,509	2,821
Other income	8,819		-	8,819	14,487
			-	-	
			-	-	
			-	-	
Sub total (Gross income for AR)	150,632	9,600	-	160,232	178,528
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	150,632	9,600	-	160,232	178,528
A3 Payments					
Utilities, insurance and licences	21,880	-	-	21,880	20,623
Property Repairs and Maintenance	46,341	-	-	46,341	41,128
Community functions and devt	13,037	3,055	-	16,092	23,586
Staff costs	83,105	-	-	83,105	73,701
Office and general expenses	11,865	-	-	11,865	7,118
Governance		-	-	-	-
	-	-	-	-	-
Sub total	176,229	3,055	-	179,284	166,157
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	176,229	3,055	-	179,284	166,157
Net of receipts/(payments)	- 25,596	6,545	-	- 19,051	12,372
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	186,690	2,125	-	188,815	176,444
Cash funds this year end	161,094	8,670	-	169,764	188,815

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	<table border="1"> <tr><td>Unity Trust Current account</td><td>3,862</td><td></td><td>-</td></tr> <tr><td>Flagstone deposit accounts</td><td>157,062</td><td>8,670</td><td></td></tr> <tr><td>Cash floats</td><td>170</td><td></td><td></td></tr> <tr><td></td><td></td><td>-</td><td>-</td></tr> <tr><td></td><td></td><td>-</td><td>-</td></tr> <tr><td>Total cash funds</td><td>161,094</td><td>8,670</td><td>-</td></tr> </table> <p>(agree balances with receipts and payments account(s))</p>	Unity Trust Current account	3,862		-	Flagstone deposit accounts	157,062	8,670		Cash floats	170					-	-			-	-	Total cash funds	161,094	8,670	-	OK	OK	OK																
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B3 Investment assets	<table border="1"> <tr><td>Details</td><td>Fund to which asset belongs</td><td>Cost (optional)</td><td>Current value (optional)</td></tr> <tr><td></td><td></td><td>-</td><td>-</td></tr> <tr><td></td><td></td><td>-</td><td>-</td></tr> <tr><td></td><td></td><td>-</td><td>-</td></tr> </table>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)			-	-			-	-			-	-																											
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B5 Liabilities	<table border="1"> <tr><td>Details</td><td>Fund to which liability relates</td><td>Amount due (optional)</td><td>When due (optional)</td></tr> <tr><td>Hirer's Security Deposits</td><td>Unrestricted</td><td>5,830</td><td>various dates</td></tr> <tr><td></td><td></td><td>-</td><td></td></tr> </table>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)	Hirer's Security Deposits	Unrestricted	5,830	various dates			-																																
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	Signature	Print Name	Date of approval																																									
Signed by one or two trustees on behalf of all the trustees		Ian May-Miller (Treasurer)	21 Jan-2025																																									
		Kevin Roche (Chair)	21 Jan-2025																																									

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

I report to the trustees on my examination of the accounts of the Viables Community Association for the year ended 31st March 2024.

Responsibilities and basis of report

As the charity trustees of the Viables 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 Viables 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.
C.G.M.A. – Associate member of the Chartered Institute of Management Accountants
and Chartered Global Management Accountant.

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

Date: 19th January 2025