

PAINTERS FORSTAL COMMUNITY ASSOCIATION

Registered Charity Number 1180045

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST AUGUST 2024**

PAINTERS FORSTAL COMMUNITY ASSOCIATION

Registered Charity Number 1180045

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PAINTERS FORSTAL COMMUNITY ASSOCIATION

Reference and administrative details

Trustees	Professor Ben Bennett (Chair) Glennis Bridge (Vice Chair) Vivienne Bowman (Treasurer) Rebecca Towler (Secretary) Alastair Greason Shiona Bennett Philip Cornelius Barbara Blunkell Clare Annand Carol Gilliat (resigned 25 th November 2023) Jacky Sealey (resigned 15 th April 2024) Helen Goodwin (co-opted 20 th December 2023) Sinead Hackett (co-opted 20 th December 2023) Marian Mackins (co-opted 3 rd July 2024)
Patron	Lady Kingsdown, OBE
Charity Number	1180045
Postal Address	Painters Forstal Community Hall, Painters Forstal Road Painters Forstal, Kent, ME13 0EL
Principal Address	Painters Forstal Community Hall, Painters Forstal Road Painters Forstal, Kent, ME13 0EL
Independent Examiner	Nigel Kay F.C.C.A. C.T.A. A.C.I.B. Director Faversham Accounting Charity & Taxation Services Ltd Chartered Certified Accountants. 6 Brogdale Place Faversham Kent, ME13 0AF
Bankers	NatWest PLC The Parade Canterbury Kent CT1 2SQ

PAINTERS FORSTAL COMMUNITY ASSOCIATION

TRUSTEES REPORT YEAR ENDED 31st AUGUST 2024

Introduction

The Trustee's present their annual report for the year 1st September 2023 to 31st August 2024, together with details of significant matters arising up to the date of the report.

Charitable aims

The aims (or 'objects') of PFCA are:

- (1) To set up, provide and operate a community/village hall in the village of Painters Forstal in the parish of Ospringle; and
- (2) To organise and run events, activities or facilities of an educational, recreational, leisure-related, socially-enhancing, health-enhancing or similar nature;

In each case for the benefit of the local community and without distinction of sex or sexual orientation, race or of political, religious or other opinions

Structure

PFCA is a Charitable Incorporated Organisation (CIO), formally established on 24th September 2018

Governance and management. PFCA Trustees consist of 12 positions. All but one of these positions was filled during period reported. Trustees met every month during the year. The Trustees refreshed its business plan and strategy in November.

PFCA has 207 signed up members.

Highlights and achievement

The hall, which first opened formally on 24th June 2023, operated all year. In August 2023 the hall had an occupancy rate of 19%. This peaked at 30% in March 2024 and is currently at 21% due to issues the hall had with acoustics (now resolved). There were 427 bookings over the past financial year, 69% of which were regular hirers, 17% were general hirers and 14% were community events. The hall hire has generated an income of £24,067 between September 1st 2023 and August 31st 2024.

Community events held during the year included: weekly 'Communi-Tea' drop-in, open events for Halloween and for D-Day Anniversary Celebrations. Our community police officer has held regular drop-in sessions.

Examples of regular users include: children's parties, wakes, exercise classes, canasta club, photography club, NHS groups, Faversham runners and many others.

PAINTERS FORSTAL COMMUNITY ASSOCIATION

TRUSTEES REPORT YEAR ENDED 31st AUGUST 2024

Highlights and achievement (continued)

Grants and donations have been applied to improving a number of assets at the hall during the year including: an OFSTED approved safe outdoor play space, a mechanical floor scrubber, and a commercial coffee maker. The Trustees continue to improve the environment and physical assets of the Hall, using grant and donation support wherever possible.

Communication

During the year PFCA has delivered three newsletters to all households in Ospringle and Painters Forstal. The hall has a Facebook page and an Instagram account. The Facebook page has grown from 186 followers in September 2023 to 274 followers in August 2024. Instagram has grown from 124 followers to 218 followers.

Grants and donations received

During the year PFCA applied for and received funding from the AKO Foundation £5,000 and Tesco's Groundworks £500. Ospringle Parish Council approved £4,500 (£3750 net of VAT) funding towards a play area and improved car parking, of which £1,303 has been provided to date. Other grants included: Swale Borough Council £4,122 for EV points, folding tables and a coffee machine, and Swire Charitable Foundations £7,500 for acoustic improvements.

A number of gifts and donations have been received during the year and, where appropriate, gift aid was applied for and received.

Staffing

PFCA employs a Community Mobilizer funded by the National Lottery Community Fund. During the year £20,000 in grants to support this position has been received. We assess this to have been a great success in getting the operation and use of the Hall started in its initial years.

Financial review

PFCA has had a strong first year of operating the Hall. Income has been sufficient to meet costs and to develop some reserves against future uncertainties.

Detailed financial statements can be found on pages 9 - 17

Reserves policy

PFCA aims to retain sufficient reserves to ensure 12 months of operation without other income.

PAINTERS FORSTAL COMMUNITY ASSOCIATION

TRUSTEES REPORT YEAR ENDED 31st AUGUST 2024

Risk management

PFCA has developed a Risk Register which is reviewed by Trustees bi-monthly. A Trustee has been nominated as responsible for risk management.

Going concern

The Trustees are satisfied that the policies that they have in place to generate funds will enable the charity to continue as a going concern.

Trustees' responsibilities in financial statements

The Charity Trustees are responsible for preparing a trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations and the provisions of the Constitution. They are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

PAINTERS FORSTAL COMMUNITY ASSOCIATION

TRUSTEES REPORT YEAR ENDED 31st AUGUST 2024

Summary and conclusions

PFCA have completed the first, successful, year of operating the Community Hall.

Approved by the Trustees on the 6th November 2024

A handwritten signature in black ink, consisting of a large, stylized 'B' followed by a horizontal line extending to the right.

.....
Professor Ben Bennett Chair of Trustees

PAINTERS FORSTAL COMMUNITY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PAINTERS FORSTAL COMMUNITY ASSOCIATION

We report to the trustees on my examination of the accounts of Painters Forstal Community Association (the Association) for the year ended 31 August 2024.

Responsibilities and basis of report

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

We report in respect of our examination of the Association's accounts carried out under section 145 of the 2011 Act and in carrying out my examination we have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 report.

Independent examiner's statement

We have completed my examination. we confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

1. accounting records were not kept in respect of the Association as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

We 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.



Nigel Kay F.C.C.A. C.T.A. A.C.I.B.
Director

Faversham Accounting Charity and Taxation Services Ltd
Chartered Certified Accountants
6 Brogdale Place
Faversham
Kent ME13 0AF

Date 7th November 2024

PAINTERS FORSTAL COMMUNITY ASSOCIATION

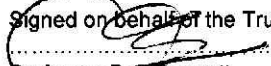
**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST AUGUST 2024**

	Notes	Unrestricted Funds	Restricted Funds £	Total Year to 31.8.2024	Total Year to 31.8.2023 £
Income:					
<i>Voluntary income:</i>					
Grants	2	6,025	33,426	39,451	274,691
Donations and subscriptions		6,800	-	6,800	8,307
Gift Aid		1,269	-	1,269	1,384
<i>Charitable income</i>					
Hall hire fees		24,067	-	24,067	1,260
<i>Activities for generating funds:</i>					
Fundraising		5,033	-	5,033	1,742
<i>Other income</i>					
Interest		-	-	-	9
Insurance claim		-	-	-	1,424
Total incoming resources		43,194	33,426	76,620	288,817
Expenditure					
<i>Expenditure on charitable activities</i>					
Fundraising expenditure		1,184	-	1,184	236
Charitable expenditure	3	20,865	43,609	64,474	22,093
Total expenditure		22,049	43,609	65,658	22,329
Net income(expenditure)		21,145	(10,183)	10,962	266,488
Transfers		5,939	(5,939)	-	-
Net movement in funds		27,084	(16,122)	10,962	266,488
Reconciliation of funds					
Total fund brought forward	17	37,404	821,599	859,003	592,515
Total fund carried forwards		64,488	805,477	869,965	859,003

PAINTERS FORSTALL COMMUNITY ASSOCIATION

**BALANCE SHEET
AS AT 31ST AUGUST 2024**

		2024 £	2024 £	2023 £	2023 £
Fixed assets					
Tangible assets	7		833,440		851,274
Current assets					
Debtors and prepayments	8	1,432		2,532	
Current accounts		<u>44,141</u>		<u>63,104</u>	
Total Current Assets		<u>45,573</u>		<u>65,636</u>	
Liabilities					
Creditors falling due within one year					
Sundry creditors	9	9,048		22,907	
Community loans (Interest free)	9	<u>-</u>		<u>35,000</u>	
Total Current Liabilities		<u>9,048</u>		<u>57,907</u>	
Net current assets			<u>36,525</u>		<u>7,729</u>
Net Assets			<u>869,965</u>		<u>859,003</u>
The Funds of the Charity					
Unrestricted funds			64,488		37,404
Restricted funds	12		<u>805,477</u>		<u>821,599</u>
Total Charity Funds			<u>869,965</u>		<u>859,003</u>

Signed on behalf of the Trustees by

 Professor Ben Bennett
 Chair of Trustees


 Viv Bowman
 Trustee/Treasurer

Approved by the Trustees on 6th November 2024

PAINTERS FORSTAL COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2024

1 Accounting policies

The Principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial are as follows:

a) *Basis of preparation*

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Ireland (FRS 102) the Charities Act 2011 and Generally Accepted Practice as it applies from 1st January 2019. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s)

The financial statements are prepared on a going concern basis. There are no material uncertainties related to events or conditions which would cast doubt on the Charity's ability to continue as a going concern

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) *Incoming resources*

Income recognition policies

Items of income are recognised and included in the accounts when all the following criteria are met:

- the charity have entitlement to the funds;
- any performance conditions attached to the item(s) of income have been met or are fully within the control of the Charity.
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably

Incoming resources with related expenditure

When incoming resources have related expenditure the incoming resources and related expenditure are reported in the SOFA.

Donations and Grants.

Donations and Grants are only included in the SOFA when the charity has unconditional entitlement to the resources.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

c) *Resources expended*

All resources expended are recognised once there is a legal or constructive obligation to make a payment to a third party. Resources expended include attributable VAT which cannot be recovered.

The Painters Forstal Community Association has applied for the building contract to be zero rated under section 14.7 of VAT Notice 708.

d) *Fund accounting*

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund.

e) *Tangible Fixed Assets*

The Land has a value of £80,000 which will not be subject to depreciation.

The cost of professional advisers fees have been capitalised and are written off together with the cost of construction of the building at 2% per annum from 29th May 2023 the date of the certificate of completion..

Fixed plant will be depreciated at 10% pa straight line as from 29th May 2023 or when it comes into use.

The Equipment and Fittings will be depreciated at 20% pa straight line as from date they come into use.

f) *Charity Status*

Painters Forstal Community Association is a Charitable Incorporated Organisation registered in England and Wales. The charity's registered number, principal address and nature of operations can be found in the Legal and Administrative information and Trustees Report.

PAINTERS FORSTAL COMMUNITY ASSOCIATION

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST AUGUST 2024**

1 Accounting Policies (continued)

g) Currency

The presentation currency of the financial statements is the Pound Sterling (£).

h) Taxation

The charity is exempt from tax on its charitable activities.

2 Voluntary income	Unrestricted Funds £	Restricted Funds £	2024 Total £	2023 Total
Grants	6,025	33,426	39,451	274,691
Local authorities				
Kent County Council	-	-	-	12,004
Swale Borough Council	-	4,123	4,123	44,086
Faversham Town Council (Lottery)	1,025	-	1,025	325
Ospringe Parish Council	-	1,303	1,303	-
Charities				
Swire Charitable Trust	-	7,500	7,500	20,000
Cornwallis Trust	-	-	-	3,500
International Tree Foundation	-	-	-	412
Furley Page Foundation	-	-	-	1000
AKO Foundation	5,000	-	5,000	5,000
Tesco Groundworks	-	500	500	-
Other Grants				
National Lottery Community Fund- building	-	-	-	177,244
National Lottery Community Fund- staff	-	20,000	20,000	11,120
	6,025	33,426	39,451	274,691
3 Charitable Expenditure				
Salary costs	-	18,486	18,486	7,497
Electricity	2,477	-	2,477	1,035
Water rates	382	-	382	-
Sewage removal	1,228	-	1,228	-
Repairs and minor works	2,355	-	2,355	2,524
Insurance	1,402	-	1,402	479
Website	293	-	293	284
Stationery, postage and internet	493	-	493	213
Marketing costs	821	-	821	334
Legal fees	-	-	-	1,251
Computer maintenance and software	723	-	723	-
Cleaning	588	-	588	50
Bank charges	146	-	146	-
Sundry expenses	396	-	396	402
Depreciation	9,561	25,123	34,684	8,024
	20,865	43,609	64,474	22,093

PAINTERS FORSTAL COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2024

4 Governance costs

Faversham Accounting, Charity and Taxation Services Ltd have carried the independent examination free of charge but have recharged at cost £320 coving the PFCA's license for using the Xero Accounting Software.. Cost of 2023 independent examination Nil.

	2024 £	2023 £
5 Staff costs		
Wages and salaries	17,133	6,933
Social security costs	1,041	434
Defined contribution pension costs	312	130
	<u>18,486</u>	<u>7,497</u>

No employee received total employee benefits (excluding employers pension costs) amounting to more than £60,000 in the period.

The average monthly number of employees and full time equivalents (FTE) during the year

	2024 Number	2024 FTE	2023 Number	2023 FTE
Provision of services	1	0.5	1	0.2

6 Trustees' and key management personnel remuneration and expenses

None of the Trustees (or any persons connected with them) received any remuneration during the year, (2022: £Nil). No expenses relating to Trustees duties were reimbursed during the year (2022: £Nil).

Key Management personal are considered to be the Trustees

PAINTERS FORSTAL COMMUNITY ASSOCIATION

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST AUGUST 2024**

7 Fixed Assets				Total	Total
	Land and Buildings	Fixed Plant	Equipment & Fixtures	2024	2023
	£	£	£	£	£
Cost					
As at 1st September 2023	696,597	127,651	35,050	859,298	441,229
Additions	8,107	-	8,743	16,850	418,069
As at 31st August 2024	704,704	127,651	43,793	876,148	859,298
Depreciation					
As at 1st September 2023	3,082	3,190	1,752	8,024	-
Charge for year	12,358	12,765	9,561	34,684	8,024
As at 31st August 2024	15,440	15,955	11,313	42,708	8024
Net book values					
As at 31st August 2023	693,515	124,461	33,298	851,274	441,229
As at 31st August 2024	689,264	111,696	32,480	833,440	851,274

The construction and other costs including the main building contract have been analysed into their different elements and depreciation rates attributed in accordance with the expected useful lives of the assets. This analysis of the costs, and the depreciation rates selected, have been approved by Red House Designs, who designed the Community Hall and supervised the construction project.

A condition of the grants awarded to the project by The Big Lottery Fund operating as the National Lottery Community Fund the Painters Forstal Community Association has registered a restricted covenant against the land on which the Community Hall stands, that without the written consent of the Lottery, they will not assign, transfer, charge or otherwise dispose of the property, use the property other than for a Community Hall, or damage or destroy the Community Hall.

8 Debtors and prepayments	2024	2023
	£	£
Sundry debtors	150	713
Prepayments	1,282	1,179
Gift Aid and repayment interest	-	640
	1,432	2,532

PAINTERS FORSTAL COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2024

9	Creditors: falling due within one year	2024	2023
		£	£
	Trade Creditors	4,168	21,122
	Deferred Income	3,906	1,635
	Accruals	974	150
	Community Loans (Interest free)	-	35,000
		<u>9,048</u>	<u>57,907</u>

The Community Loans were interest free and were repayable out of the grants received to cover the capital costs of building the Hall. As sufficient grants were received to cover the construction cost these loans were repaid during the accounting period.

10	Analysis of net assets between funds (Current year)	Unrestricted funds	Restricted funds	Total funds
		£	£	£
	Fixed assets	32,480	800,960	833,440
	Current asset	41,056	4,517	45,573
	Current liabilities	(9,048)	-	(9,048)
		<u>64,488</u>	<u>805,477</u>	<u>869,965</u>

11	Analysis of net assets between funds (Prior year)	Unrestricted funds	Restricted funds	Total funds
		£	£	£
	Fixed assets	33,298	817,976	851,274
	Current asset	43,805	21,831	65,636
	Current liabilities	(39,699)	(18,208)	(57,907)
		<u>37,404</u>	<u>821,599</u>	<u>859,003</u>

12	Restricted Funds- Current year	Balance at 01.09.2023	Incoming resources	Expenses	Transfers	Balance at 31.08.2024
		£	£	£	£	£
	Land, Building and Fixed Plant	817,976	12,926	(25,123)	(4,819)	800,960
	Salary Costs	3,623	20,000	(18,486)	(1,120)	4,017
	Groundwork (Tesco)	-	500	-	-	500
		<u>821,599</u>	<u>33,426</u>	<u>(43,609)</u>	<u>(5,939)</u>	<u>805,477</u>

PAINTERS FORSTAL COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2024

Restricted funds (Continued)

Building and Fittings	Grants provided for obtaining planning permission, design drawings and for the construction of Community/village hall including all fixture and fittings.
Salary Costs	A grant provided by the National Lottery Communities Fund to enable the Community association to employ an enabler
Groundworks (Tesco)	A grant as a contribution to a soft play area for the pre- school

13 Restricted Funds-Prior year

	Balance at 01.09.2022 £	Incoming resources £	Expenses £	Transfers £	Balance at 31.08.2023 £
Land, Building and Fixed Plant	562,338	262,377	(7,523)	784	817,976
Salary Costs	-	11,120	(7,497)	-	3,623
Hearing Loop	1,500	-	-	(1,500)	-
International Trees	-	412	(414)	2	-
	<u>563,838</u>	<u>273,909</u>	<u>(15,434)</u>	<u>(714)</u>	<u>821,599</u>

14 Contingent Assets - grants

The Charity was awarded a total of £40,000 from the National Lottery Communities Fund for initial staff costs on opening of the Community Hall. As at 31st August 2024 a total of £10,000 was still outstanding (2023 £30,000)

The Charity was awarded a grant in kind of £4,500 by Ospringe Parish Council. At the year end only £1,303 had been paid leaving a balance to be claimed. It is anticipated the balance of the grant will be used on improving parking facilities.

15 Related party disclosure

Due to the nature of the Charity's activities, there are connections between some of the Trustees and some of the grants approved. That said, the connections do not influence control over either of the Charity or the institutions the grants are awarded by. Where a connection is identified the Trustee involved declares this and has no influence over the award of that grant. For these reasons, the Trustees do not consider it necessary to detail out these connections.

16 Contingent Liabilities

At the year end there were no contingent Liabilities (2023 Nil).

PAINTERS FORSTAL COMMUNITY ASSOCIATION

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST AUGUST 2024**

17 Comparative Statement of Financial Activities (2023)

	Unrestricted Funds	Restricted Funds £	Total Year to 31.8.2023	Total Period to 31.8.2022 £
Income:				
<i>Voluntary income:</i>				
Grants	5,325	269,366	274,691	293,724
Donations and subscriptions	4,807	3,500	8,307	92,779
Gift Aid	341	1,043	1,384	22,438
<i>Charitable income</i>				
Hall hire fees	1,260	-	1,260	-
<i>Activities for generating funds:</i>				
Fundraising	1,742	-	1,742	2,903
<i>Other income</i>				
Interest	9	-	9	60
Insurance claim	1,424	-	1,424	-
Total incoming resources	14,908	273,909	288,817	411,904
Expenditure				
<i>Expenditure on charitable activities</i>				
Fundraising expenditure	236	-	236	-
Charitable expenditure	6,659	15,434	22,093	2,883
Total expenditure	6,895	15,434	22,329	2,883
Net income(expenditure)	8,013	258,475	266,488	409,021
Transfers	714	(714)	-	-
Net movement in funds	8,727	257,761	266,488	409,021
Reconciliation of funds				
Total fund brought forwards	28,677	563,838	592,515	183,494
Total fund carried forwards	37,404	821,599	859,003	592,515