



Emsworth Community Association

ANNUAL REPORT OF THE COUNCIL OF MANAGEMENT

for the period 1st April 2023 to 31st March 2024

Charity Name: Emsworth Community Association

Registered Charity Number: 1181509

Charity's Principal Address: North Street, Emsworth Hants PO10 7DD

1. Trustees Running the Charity:

Trustee Name	Office Dates Acted Body Entitled to Appoint
Richard Stepien	Chairman Whole year AGM
James Bassett	Treasurer Whole year AGM
Jan Butler	Secretary Whole year AGM
Joan Horton	Member Whole year AGM
Jill Millar	Member Whole year AGM
Dwynwen Stepien	Member Whole year AGM
Stephen Long	Member Whole year AGM

Additional support to the Trustees was provided by our Local Authority Representatives:
Cllr Lulu Bowerman, Cllr Richard Kennett, Cllr Grainne Rason

2. Structure, Governance and Management of the Association

Operates in accordance with a constitution drawn up in 2019. The Council of Management meets monthly and the officers and members of the Council of Management are elected annually at the Annual General Meeting.

3. Objects of the Association and its Governing Document

As stated in paragraph 1 of the constitution, the Association is governed according to its constitution and its objectives are:

- A. *'To promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, nationality, age disability, race or of political, religious or other opinions by associating together the said inhabitants and the statutory authorities, voluntary and other organizations 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. *'To establish or to secure the establishment of a Community Centre and to maintain and manage, or to co-operate with any local statutory authority in the maintenance and management of such a Centre.'*

In relation to these objects, the main activities undertaken for the public benefit, having regard to the guidance issued by the Charity Commission on public benefit, are as follows:

- **EMSWORTH COMMUNITY CINEMA:** The Centre shows recently produced films every fortnight in collaboration with Moviola and audience numbers are increasing. We have a large screen, surround sound and hearing loop technology giving quality performances for all viewers. We have had some very successful films such as 'The Miracle Club' that had 110 attendees.
- **SOCIAL EVENTS:** We have held the following events during the past 12 months: Quiz Nights, - Wemsfest - a local festival organization, ran a 3-day Beer Festival that brought in a wide range of people from the area;- Christmas / spring and summer craft fairs and various music events with a licenced bar.
- **TABLE TENNIS:** The ECA continues to run several popular sessions that provide physical, mental and social benefits. The sessions are attracting people who are new to the area or have recently retired and wish to have fun and keep fit. In addition, there are five table-tennis teams who are part of the Portsmouth Table Tennis League. The youth table tennis group has up to ten young people with ages ranging from 9 to 14 years who attend every Tuesday evening, some of whom now compete in the adult team's Summer League. Four young people joined the Emsworth Pirates and played in the Portsmouth Table-Tennis League.
- **CRIBBAGE CLUB:** A weekly Cribbage club that provides both mental stimulation and a social activity continues to run in the Centre.
- **MAJHONG CLUB:** New for 2024 is a weekly majhong club that also provides both mental stimulation and a social activity alongside the cribbage club.
- **YOUNG PEOPLE ACTIVITY DAYS:** The Centre is a member of the Emsworth Youth Group who organise regular all day activity days at the Centre – these are all run by volunteers. They have been very successful with between 30 and 50 young people enjoying a range of activities.
- **DEMENTIA GARDENING GROUP:** Emsworth Dementia group meet monthly in the courtyard; this has proven to be very successful with plants grown from seeds that are now replanted in the Friends Garden.
- **THEATRE TICKETS:** The offer of reduced prices for Chichester Festival Theatre performances, for members only, available from - jan_butler@outlook.com
- **VARIETY OF ACTIVITIES:** The Trustees are delighted that groups and activities at the Community Centre are thriving. As well as a number of new groups having been established, the Centre continues to see a diversity of activities, including many now specifically organised for children and younger people.
- **PUBLICITY:** The *Ems* newspaper publicizes all ECA special events and films and is distributed to all households locally. The ECA website continues to be well-used and effective at promoting Association activities and for giving directions. Additionally, social media sites such as Facebook, Emsworth Mum's, Twitter, Google and Nextdoor are gaining more followers. ECA listings are also displayed on other local community website pages and local magazines.
- **MAINTENANCE:** Trustees undertake basic maintenance, alongside Dave, our Handyman, keeping the Centre's day-to-day repairs in order. The refurbishment of the Courtyard is now complete and has become, a great addition to the Centre that is now available for all to use. The Courtyard is, currently used monthly by the Emsworth Dementia Gardening Group as well as other groups. The refurbishment of the Courtyard was supported by grants from Friends of Emsworth Community Health (FECH) and the Havant Lottery Community Fund.

The ECA is very grateful to these organisations for their financial support.

4. Achievements and Performance

In addition to the achievements listed above, some highlights of the year's work are given below.

ECA is also a key member of the recently developed EMSWORTH COMMUNITY GARDENING GROUP in Victoria Road, full details are on our website, or you can contact Kathy Parker Chair, at Emsworth Community Centre.

- **MEMBERSHIP:** Is still managed by Webcollect, this has resulted in easier administration for both the members and Trustees.
- **Emsworth MEN'S SHED:** The Emsworth Men's Shed has continued to grow and increase its membership.
- **THE GALLEY Café:** The café area was refurbished by Trustees and volunteers in 2021 and, has proved to be very successful. Thank you to the volunteers who manage it on a daily basis. The courtyard users have also complimented the café.
- **EMSWORTH LIBRARY:** Emsworth Library operated by Hampshire County Council, Is an important activity at the Community Centre and its move from Nile Stret is proving to be a very successful. The Trustees are continuing to work alongside the library management to help develop additional events such as baby play and rhymetime. This generally involves the ECA allocating additional room space so that such events can take place.

5. Financial Review

The presented accounts are for the 12 months to the 31st March 2024, which represents the full year. The final accounts are also available.

The annual income was £104,189 and the expenditure was £91,205 resulting in an overall operating surplus of £12,984. This excess will be needed to fund roof repairs, including the replacement of some sky lights, and associated window mechanics, also outside maintenance of the fabric and infrastructure.

For comparison, during the previous financial year 2022-23, the final income from lettings was £78,454. In 2023-24, the annual income from lettings was £74,380.

In order that the Trustees can continue to invest in the buildings and in the improvement of facilities for the benefit of the members and user groups, it is essential that confidence is re-established post-covid so that income from lettings can continue to offset basic operating costs.

Looking forward, the expenditure account is dominated by payroll and the increased costs for gas and electricity. Consolidation will, therefore, be key to maintaining the projected operating budget, which is currently forecasting, only a small end-of-year surplus.

Funding for large projects, such as roof repairs, will be largely funded from existing cash reserves. In the short-term, these reserves are not likely to be replenished significantly. This situation will, therefore, require user groups, Trustees and staff to work together to maintain sustainability and operations at the Community Centre.

6. Future Plans for Emsworth Community Association

During 2023-2024 we have seen an ongoing improvement in the administration of monthly invoicing to regular Hirers and, this is reflected in the income from lettings in the final accounts. This has also been welcomed by the Hirers themselves as it helps with their financial budgets. The day-to-day running of the Centre has seen great improvement, particularly with social events and fundraising and we expect this to continue. The Trustees are keen to develop the Courtyard by involving local groups and volunteers to create an informal social space for the wider community.

7. The Trustees Would Like to Thank

Those who have kindly provided donations and grants during the past year. Grants and donations were received from Havant Community Fund, FECH and the Emsworth Residents' Forum

<u>Donations From Groups / Organisations:</u> <ul style="list-style-type: none">• Bourne Quilters• Emsworth Artists• Emsworth Pharmacy	<u>Legacy and in Memory:</u> <ul style="list-style-type: none">• <u>June Marshall</u>
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Trustees are also grateful to all the Groups and Hirers who have been very supportive and understanding throughout the periods when maintenance work has taken place. Finally, our thanks go to our staff and the volunteers who have all provided excellent support and enabled us to achieve a great deal during this past year.

8. Declaration

Signed on behalf of the charity's trustees:

Signatures		
Full Names	Richard Stepien	Jan Butler
Position	Chairman	Secretary
Date	11 th July 2024	11 th July 2024

EMSWORTH COMMUNITY ASSOCIATION
CHURCH PATH CENTRE
OFF NORTH STREET
HAMPSHIRE PO10 7DD

Company number CE016167
Registered charity number 1181509

ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

TRUSTEES

R Stepien	Chair
J F Bassett	Treasurer
J Butler	Secretary
J Horton	
D Stepien	
S Long	
J Millar	

BANKERS
Lloyds Bank Plc
PO Box 1
BX1 1LT

INDEPENDENT EXAMINER

Michael F G Cope FFA FIPA
12 The Old Flour Mill
Queen Street
Emsworth
PO10 7BT

EMSWORTH COMMUNITY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT
TO THE COUNCIL OF MANAGEMENT

I report to the Trustees on my examination of the accounts of the above charity for the period ended 31st March 2024

Responsibilities and basis of report

As the charity's trustees, 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 the Trust's 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 which gives me cause to believe that in , any material respect:

the accounting records were not kept in accordance with section 130 of the Charities Act:or

the accounts did not accord with the accounting records:or

the accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accountants 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.

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

Sarah Pinnell AFA MIPA

pp Michael F G Cope FFA FIPA
Date: 26th June 2024
Michael F G Cope
Institute of Financial Accountants
12 The Old Flour Mill
Queen Street
Emsworth
Hampshire
PO10 7BT

EMSWORTH COMMUNITY ASSOCIATION

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

	2024		2023	
	£	£	£	£
INCOME				
Membership subscriptions	1839.66		2604.73	
Donations	4721.71		2511.19	
Lettings	74379.58		78454.42	
Fund raising	17042.03		14847.34	
Interest received	1061.11		189.35	
Grants	3758.00		7824.00	
Solar generation	1386.96		1580.45	
Mens shed			25.00	
	<u>104189.05</u>		<u>108036.48</u>	
Deduct : EXPENSES				
Gas	4205.33		1751.15	
Electricity	10661.48		6794.26	
Water	1028.47		527.19	
Insurance	3220.73		2882.92	
Stewardship and Administration	56314.67		46260.13	
Cleaning materials	2035.3		1291.86	
Repairs and Maintenance	6921.29		5080.30	
Printing Postage Stationery	626.59		340.47	
Telephone & Internet support	3077.56		635.02	
Bank Charges	239.92		219.79	
General Expenses	2741.75		3972.10	
Training and Travel	<u>132.00</u>		<u>548.25</u>	
	91205.09		70303.44	
EXCESS OF INCOME OVER EXPENDITURE	<u>12983.96</u>		<u>37733.04</u>	

EMSWORTH COMMUNITY ASSOCIATION

BALANCE SHEET AS AT 31 MARCH 2024

	2024	2023
ASSETS		
Freehold Property and Fittings		
At Cost	277200.82	272957.94
Less Grants received		
	<u>277200.82</u>	<u>272957.94</u>
Add: Additions	20361.53	4242.88
	<u>297562.35</u>	<u>277200.82</u>
Cash at Bank		
Lloyds Bank Plc	92948.48	98838.72
Charities Deposit Fund		
COIF	3077.26	2934.61
Mountford Art Prize Fund	585.48	558.35
	<u>394173.57</u>	<u>379532.50</u>
Debtors and prepayments	13806.52	11856.65
	407980.09	391389.15
Less Sundry creditors	10656.88	7049.90
	<u><u>397323.21</u></u>	<u><u>384339.25</u></u>

FUNDS OF THE CHARITY

Unrestricted funds	73175.38
Designated funds	324147.83
	<u><u>397323.21</u></u>

The foregoing Accounts were presented and approved by
The Council of Management on 20/06/2024

Chairperson

R Stepien

R Stepien

Treasurer

James Bassett

J F Bassett

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