

CLEVEDON ADULT STUDIES ASSOCIATION (CASA)

TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2022

The Trustees have pleasure in presenting their annual report and the accounts for the year ended 31 August 2022.

CASA was formed in September 2017 and obtained Registered Charity Status in January 2019 (Charity Number 1181771) CASA is based at: 19, Edgehill Road, Clevedon BS21 7BZ

The Trustees who served the charity during the year were as follows:

Carolyn Morgan (Chair of Trustees and Secretary of Committee)¹

Patricia Halliwell (Chair of Committee)¹

Kay Bader (Treasurer)

Louise Johnston-Harris

Michael Halliwell²

¹ These Trustees were re-appointed for a further term of office in May 2022, when their initial term of 4 years came to an end.

² This Trustee was re-appointed in January 2022 having stood down from the role in May 2020 at the end of his initial term.

CASA is a Charitable Incorporated Organisation governed by its constitution, whose only voting members are its charity trustees. Day to day running is through a committee, comprised of all of the trustees and one volunteer.

Objectives and Activities

CASA's principal object is to promote learning for pleasure through the acquisition of knowledge and the development of capabilities and skills. It provides courses for adult learning ranging from day schools to 2 hour sessions over 4 to 6 weeks. The financial year began with a continued period of inactivity due to the Covid-19 pandemic. The Trustees met in January 2022 to plan a return to some activity and a programme of 5 day courses, 2 half-day courses and 6 weekly courses was run from April 2022. Topics covered literature, music, history of art and hand crafts. Numbers enrolled on courses were restricted in order to allow for adequate social distancing and other measures were put in place to mitigate any risk to attendees. It was agreed by the Trustees that any loss-making courses would be subsidised from reserves as take-up might be slow to recover. The Trustees will continue to have regard to the Charity Commission guidance on public benefit in ensuring the diversity and standard of the courses and their availability to the general public.

Financial review

Income for the year was £5756 and expenditure £5744 resulting in a small surplus of £12. Reserves remain stable at £8854.

Responsibilities of Trustees

The Trustees are responsible for the preparation of the accounts. They consider that as the year's income does not meet the threshold of £25,000 an independent examination is not required. The Trustees approved this report on 2 May 2023 and it is signed on their behalf.

SIGNED: 

Carolyn Morgan (Chair)

DATED: 2 May 2023

CLEVEDON ADULT STUDIES ASSOCIATION (CASA) ACCOUNTS

YEAR ENDED 31ST AUGUST 2022

YEAR ENDED 31ST AUGUST 2021

INCOME:	£	£
Course Fees	6197.00 minus	0
Course Refunds	441.00	0
Total income	5756.00	0
EXPENDITURE:		
Tutors	4495.56	0
Room Hire	1152.50	0
Insurance	96.00	0
Website	0.00	130.00
Total expenditure	5744.06	130.00
Profit for year	12.00	Deficit 130.00
Balance brought		
Forward	8842.00	8972.00
Profit for year	12.00	Deficit 130.00
Balance carried forward	8854.00	8842.00

CLEVEDON ADULT STUDIES ASSOCIATION (CASA)

ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022

NOTES TO THE ACCOUNTS

Income is derived mainly from course fees and expenditure is largely in respect of such courses. This financial year there was no activity until April 2022 due to the continuation of concerns about the Covid 19 epidemic. Of the 13 courses offered, 8 ran at a loss as enrolments were slow to build up, but the Trustees had agreed that these should be subsidised from reserves. This resulted in the accounts breaking more or less even for the year.

Trustees and Staff

One Trustee received £300 in payment for work as a tutor delivering one course.

The charity does not employ any staff.

Reserves Policy

The trustees consider that a cash reserve amount of £6000 is an appropriate amount to hold in the bank account for the foreseeable future. This reserve is to enable the purchase and replacement of necessary equipment, support for courses which run at a loss but still offer value to those participating, and the provision of free places to those qualifying by virtue of low income.