

# **Trustees' Annual Report for the period - 01 August 2023 to 31 July 2024**

## **Section A Reference and administration details**

Charity name:	<b>Fleetville Community Centre</b>
Other names charity is known by	<b>Community Centre</b>
Registered Charity Number	<b>1185826</b>
Charity's principal address	Royal Road St Albans AL1 4LQ
Name of the charity trustees who manage the charity	Jacqueline Brennan, Chair David Martin, Vice-Chair Catherine Stemple, Treasurer Valerie Goodyear-Burrow Peter Jones Giuseppina 'Josie' Madoc Brendan Murphy Syeda Momotaz Rahim

## **Section B Structure, governance and management**

### **Description of charity's trusts**

Type of governing document	The Fleetville Community Centre's governing document is the Constitution of the Fleetville Community Centre, adopted 15 May 2019.
How the Charity is constituted	Fleetville Community Centre is organised as a Charitable Incorporated Organisation (Foundation Structure) whose only voting members are its Trustees.
Trustee selection methods	Trustees are appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

### **Additional governance issues (Optional information)**

All trustees give their time voluntarily and receive no remuneration or other benefits for their Committee service.

## Section C Objectives and activities

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

- To promote, for the benefit of the inhabitants of Fleetville without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants 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.
- To establish or to secure the establishment of a community Centre.

### 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 Commission on public benefit)

Manage the Centre on behalf of residents living in Fleetville and the surrounding area.

Promote the use of the Centre as a community facility and resource for the social, leisure and educational interests of local residents.

Provide accommodation for hire to two pre-school settings.

Offer space for hire for classes, clubs, events and religious gatherings within the community.

### Additional details of objectives and activities (Optional information)

The Centre employs one regular member of staff, a Centre Manager, and subcontracts other services such as cleaning and maintenance to other providers. Fundraising and social events are run by the Centre; its users and other volunteers generously donate many hours of their time to make these events a success.

## Section D Achievements and performance

### Summary of the main achievements of the charity during the year

#### Centre Highlights

Given that the proposed new building remains on hold for the present, the trustees have undertaken a number of projects this year to improve the existing building. There are further works planned to continue the upkeep and maintenance of the existing building for the foreseeable future.

#### Financial Highlights

The accounts show an increase in Centre expenditures of around £10k over the previous year, largely due to various building repairs undertaken by the Centre. There are further structural repairs funded by the Council that are scheduled for August, 2024. Centre income remained steady at around the same level as the previous year. Centre usage is now at or above pre-Covid levels, for both regular and ad-hoc hiring.

The Fleetville Community Centre received a number of small grants totaling £1306 this year, supporting our offerings to the community including a providing space for a Warm Hub in the winter months and Cool Hub in the summer.

#### Fundraising Highlights

Donations and Gift Aid raised over £5,000 for the Centre this year, and Centre events and other fundraising, including our annual Christmas Craft Fair, raised a further £2,667.

Section E Financial review

Brief statement of the charity's policy on reserves

The Centre held cash at bank of £76,716 at the end of the 2023/2024 financial year, of which £1,326 are restricted funds raised and set aside for a permanent memorial to one of our long-term volunteers.

We aim to hold at least six months' operating expenses in reserves at the end of each year.

Details of any funds materially in deficit



There are no funds materially in deficit.

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 names(s)	Jackie Brennan	Catherine Stemple
Position	Chair	Treasurer
Date	10 march 2025	10/3/25

# **FLEETVILLE COMMUNITY CENTRE**

Royal Rd, St Albans, AL1 4LQ

## **Summary of Accounts 1/8/23 to 31/7/24**

	<b>2023/24</b>		<b>2022/23</b>	
	£	£	£	£
<b>Bank Balance (Year end 31st July)</b>				
Current Account		1,053.50		7,207.39
Year Variation		<b>(6,153.89)</b>		<b>(19,162.43)</b>
Deposit Account		74,336.58		73,980.00
Year Variation		<b>356.58</b>		<b>23,239.65</b>
Restricted Funds Account		1,325.50		0.00
Year Variation		<b>1,325.50</b>		<b>(56.00)</b>
Non income banking (deposits)		<b>0.00</b>		<b>(434.03)</b>
Undeposited Funds Variation		<b>(29.00)</b>		<b>0.00</b>
<b>Total variation</b>		<b>(4,500.81)</b>		<b>3,587.19</b>
<hr/>				
<b>Income</b>				
Lettings:				
Contract		37,207.88		47,308.00
Ad hoc		15,150.37		8,986.00
<b>Total</b>		<b>52,358.25</b>		<b>56,294.00</b>
Events & Miscellaneous		2,667.10		2,736.71
Donations & Gift Aid		5,048.40		2,339.81
Grants		1,306.00		600.00
New Build		0.00		0.00
Insurance Proceeds		1,867.94		
Bank interest		1,061.42		239.65
<b>Total</b>		<b>11,950.86</b>		<b>5,916.17</b>
<b>Grand total</b>		<b>64,309.11</b>		<b>62,210.17</b>
<b>Expenditure</b>				
Staff		21,655.66		23,958.51
Contractor Maintenance/Security		3,160.71		1,003.07
<b>Total</b>		<b>24,816.37</b>		<b>24,961.58</b>
Building Maintenance		10,930.90		2,928.52
Equipment Repairs		3,626.77		3,078.98
<b>Total</b>		<b>14,557.67</b>		<b>6,007.50</b>
Utilities:				
Gas		3,343.33		3,028.53
Electricity		5,186.28		4,442.96
Water		918.83		2,410.99
Telephone/Internet/WEB		1,134.43		1,177.25
<b>Total</b>		<b>10,582.87</b>		<b>11,059.73</b>
<b>Total cost carried forward</b>		<b>49,956.91</b>		<b>42,028.81</b>

<b>Total cost brought forward</b>	<b>49,956.91</b>	<b>42,028.81</b>
Rent	1,730.00	1,730.00
Rates	250.51	400.88
Insurance	2,109.80	2,031.81
Licences/Subscriptions	257.20	509.20
<b>Total</b>	<b>4,347.51</b>	<b>4,671.89</b>
Cleaning	8,457.23	7,427.66
Waste & Hygiene	1,836.45	1,791.49
<b>Total</b>	<b>10,293.68</b>	<b>9,219.15</b>
New Equipment, Inc office	1,191.04	608.84
Resale	0.00	0.00
Misc, Inc Trustee Misc	1,129.73	574.49
Stationary/Printing	119.88	0.00
Manager Expenses	1,320.33	1,124.60
Training	12.00	0.00
New Build	0.00	0.00
Meetings/Events/Fund Raising Exp	438.84	395.20
<b>Total</b>	<b>4,211.82</b>	<b>2,703.13</b>
<b>Grand total</b>	<b>68,809.92</b>	<b>58,622.98</b>
<b>Year (Deficit) / Surplus</b>	<b>(4,500.81)</b>	<b>3,587.19</b>

Auditor name

Geraint Howells

Signature

*Geraint Howells*

Date

11-12-24.



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
FLEETVILLE COMMUNITY CENTRE

On accounts for the year  
ended

31 JULY 2024

Charity no  
(if any)

1185826

Set out on pages

1 (attached)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2022.

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 (other than that disclosed below) 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 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.

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:

*GN Howells*

Date:

11-12-24

Name:

GERAINT HOWELLS

Relevant professional  
qualification(s) or body  
(if any):

ACA (ICAEW)

Address:

1A KNOWLAND DRIVE, MILFORD ON SEA,  
LYMINGTON SO41 0RH.

**Section B****Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

