

**LANGPORT AREA CIO
UNAUDITED ANNUAL REPORT**

**For the year ending
31 MARCH 2022**

Charity Number 1186199

Company number CE019483

LANGPORT AREA CIO
UNAUDITED ANNUAL REPORT
YEAR ENDED 31 MARCH 2022

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LANGPORT AREA CIO
REFERENCE AND ADMINISTRATIVE DETAILS
YEAR ENDED 31 MARCH 2022

The board of trustees

Ms Cara Naden (Chair)
Mr Alexander Gordon McKerrow
Mr James Wynne
Mr Philip Edge (Treasurer)
Mr Steve Dury (Appointed 19 July 2021)
Michael Norton (Appointed 9 May 2022)
Patsy Mounter (Resigned 13 April 2021)
Audrey Yandle (Resigned 19 July 2021)

Charity registration number **1186199**

Company Number **CE019483**

Charity Name **Langport Area CIO**
Also known as 'Landmark Langport'

Principal office Langport Town Hall
Town Hall
Bow Street
Langport
Somerset
TA10 9PR

Independent examiner S M Bachrach, Chartered Accountant
Chalmers & Co (SW) Limited
Chartered Accountants
Trading as Chalmers & Co.
The Old Emporium
Bow Street
Langport
Somerset
TA10 9PQ

Bankers The Co-Operative Bank PLC
PO Box 250
Skelmersdale
WN8 6WT

LANGPORT AREA CIO
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31 MARCH 2022

The trustees have pleasure in presenting their report and the unaudited accounts of the charity for the year ended 31 March 2022 as set out on pages 6 to 10. The accounts have been prepared in accordance with the accounting policies set out on page 8 and comply with the Trust Deed and applicable law.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Langport Area CIO was registered as a charitable incorporated organisation on 8 November 2019 and is governed by its document dated 26 April 2019. The registered company number is CE019483. It is also a registered charity with the registered charity number of 1186199. The CIO commenced activity on 1 November 2020 following the transfer of assets and funds from Langport Town Trust (Charity number 242979).

Reference and administrative details including the principle office address and details of trustees who served the charity during the year and up to the date of signing are shown on page 1 of the accounts.

Trustees are appointed in accordance with the Governing document. Formal trustee training is provided on an ad hoc basis as required. All strategic decisions are taken by the trustees.

The current trustees are aware that the governing document requires a minimum of 6 trustees. Following the year end they successfully appointed a new trustee bringing the number back to 6. The CIO has been advertising for new trustees with details of the role and responsibilities. This is still ongoing at the date of signing and expressions of interest are encouraged by those who have read the role description.

OBJECTIVES AND ACTIVITIES

The main charitable object of the charity is to further or benefit the residents of Langport and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide heritage and other facilities for use by the community in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

In furtherance of these objects but not otherwise, the trustees shall have power:

To establish or secure the establishment of a number of community centres and to maintain or manage or co-operate with any statutory authority in the maintenance and management of the centres for activities promoted by the charity in furtherance of the above objects.

When planning the activities for the years, the trustees have considered the Charity Commission's general guidance on public benefit and, in particular, the specific guidance for charities for the advancement of education, arts and heritage. The trustees believe the activities set out above and further described below under 'achievements and performance' clearly demonstrate the charity's commitment to providing an identifiable public benefit and that access to this benefit is not restricted in any way

LANGPORT AREA CIO
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31 MARCH 2022

Langport Area CIO Chair Report 2022

ACHIEVEMENTS AND PERFORMANCE

It gives me great pleasure to report on the latest period of activities of Langport Area CIO also known as Landmark Langport. The charity was created with the main purpose in mind of furthering the benefit for the residents of Langport and the neighbourhood, by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide heritage and other facilities for use by the community. Langport Landmark is governed by a Board of Trustees who manage and maintain the three community buildings of Langport; namely the Hanging Chapel, an ancient monument rented to the Portcullis Lodge, the Town Hall which is rented to the Town Council with other office spaces for SMEs and two rooms for meetings and community events, an undercroft as a market space, the Bagehot Garden behind the Town Hall linking to the common and the Ridgway Hall, home of the Youth Club as well as also rented to a wide variety of community and activity groups.

This is the second Chair's report and the first period proved to be a real challenge through Covid-19 lockdown restrictions which meant that all our community facilities had to remain closed to the public for a considerable length of time. As restrictions eased, we were able to support users and hirers back into the buildings although we still faced challenges with respect to social distancing and following the rules set by central Government. It was wonderful to see family gatherings returning in the Ridgway Hall as various parties were held. Exercise classes starting again obviously helped to improve the physical and mental health of the local community and new users approached us to enquire about our facilities. I would like to thank all our tenants, hirers and users for their patience as we reopened community assets.

In my last report I stated that one of our immediate aims for the coming year was to seek funding to upgrade the heating system to improve the thermal comfort of the Ridgway Hall for users and to maximise use of the solar system and reduce carbon emissions. I am delighted to report that this project was successful and the heating system was installed in the Spring of 2022.

FINANCIAL REVIEW AND FUTURE PLANS

We were able to maintain a manageable financial position throughout the year although the Board is conscious that we have yet to build up any reserves. This is recorded in the accounts.

We are aware that we face particular challenges in this next period particularly bearing in mind the costs that we will face to maintain our facilities especially in terms of energy. We will be approaching local funders to help finance the CIO in order to keep facilities open at all times and available to the community. In addition, we will continue to seek Trustees with the skills and experience to develop the CIO.

Finally, I would like to thank all my fellow trustees for all their help setting up the new CIO and through the transition period. All members of the board have worked tremendously hard and giving up considerable amounts of their time all on a volunteer basis and I am extremely grateful.

Cara Naden

Chair, Langport Area CIO

LANGPORT AREA CIO
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31 MARCH 2022

RISK MANAGEMENT

The trustees have initiated a wide-ranging review of the major risks to which the charity is exposed, covering all identified, relevant areas including financial risk and risks associated with personnel. Risks have been identified, assessed and safeguards have been put in place to eliminate or mitigate such risks as far as is reasonably possible.

RESTRICTED FUNDS

Restricted Funds include those which have been granted during the year by Langport Town Council and Huish Episcopi Parish Council for the updating of the heating system in The Ridgway Hall. These were awarded just before the financial year end and carried forward in full, being utilised in April and May 2022.

RESERVES POLICY

The charity's policy for determining the level of reserves is to ensure funds are retained to be able to deal with any major repair work or any other unforeseen expenses arising in the next year, together with all day to day running expenses.

Signed by order of the trustees:

Ms Cara Naden

Approved by the trustees on

14 November 2022

LANGPORT AREA CIO
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
LANGPORT AREA CIO
YEAR ENDED 31 MARCH 2022

I report to the trustees on my examination of the accounts of the Langport Area CIO for the year ended 31 March 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 Charity'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 Examiners 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 do not accord with the accounting 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.

S M Bachrach, Chartered Accountant
Independent Examiner
Chalmers and Co
Chartered Accountants
The Old Emporium
Bow Street
Langport
Somerset
TA10 9PQ

Dated: **23 November 2022**

LANGPORT AREA CIO
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED
31 MARCH 2022

	2022 Unrestricted Funds £	2022 Restricted Funds £ (Note 10)	2022 Total Funds £	2021 Total Funds £
<u>RECEIPTS</u>				
From Langport Town Trust	22,847	-	22,847	25,500
Hanging Chapel Rent	2,500	-	2,500	625
Undercroft Hire	2,000	-	2,000	650
Town Hall Rent Received	13,537	-	13,537	-
Grants Received	900	7,213	8,113	-
Donations	575	-	575	-
Solar Panel Income	1,174	-	1,174	-
	<u>43,533</u>	<u>7,213</u>	<u>50,746</u>	<u>26,775</u>
<u>PAYMENTS</u>				
Insurance	5,592	-	5,592	5,045
Wages	5,631	-	5,631	1,266
Administrative Costs	1,203	-	1,203	-
Payroll Processing Costs	144	-	144	-
Independent Examination	600	-	600	-
Stationery	274	-	274	-
Equipment	594	-	594	-
Sundry Expenses	16	-	16	-
Town Clock Service	-	-	-	222
Town Hall Costs (Note 11)	14,327	-	14,327	262
Ridgway Hall Costs (Note 12)	6,657	-	6,657	-
Town Garden	1,235	-	1,235	48
	<u>36,273</u>	<u>≡</u>	<u>36,273</u>	<u>6,843</u>
NET OF PAYMENTS	7,260	7,213	14,473	19,932
Bank and cash funds brought forward	<u>19,932</u>	<u>-</u>	<u>19,932</u>	<u>-</u>
Bank and cash funds carried forward	<u>27,192</u>	<u>7,213</u>	<u>34,405</u>	<u>19,932</u>

The notes on pages 8 to 10 form part of these financial statements.

LANGPORT AREA CIO
STATEMENT OF ASSETS
FOR THE YEAR ENDED
31 MARCH 2022

	2022 £	2021 £
CASH FUNDS		
Bank current account	34,384	19,932
Cash Account	<u>21</u>	<u>-</u>
	<u>34,405</u>	<u>19,932</u>

£7,213 (2021 – Nil) restricted funds are included in the totals listed above.

PROPERTY ASSETS (at insurance value)		
Hanging Chapel and Medieval Gateway	2,667,288	2,589,600
Town Hall and Garden	2,423,054	2,352,480
Ridgway Hall	<u>698,641</u>	<u>678,292</u>

OTHER ASSETS (at insurance value)		
Town Hall, Garden and Ridgway Hall Fixtures and Fittings	<u>15,450</u>	<u>15,000</u>

ASSETS RETAINED FOR THE CHARITY'S OWN USE

Laptop at cost (purchased April 21)	499	-
AV Equipment (purchased December 21)	95	-

We confirm that the above Statement of Assets is an accurate record of the Charity's assets at the year end.

Ms Cara Naden

Mr Philip Edge

Date **14 November 2022**

LANGPORT AREA CIO
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES

Basis of accounting

The accounts have been prepared on a receipts and payments basis and in accordance with the trust deed and applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP FRS 102) and the Charities Act 2011.

Unrestricted Funds

General accumulated unrestricted funds represent the funds of the charity that are not subject to any restrictions regarding their use and may be applied in achieving any of the objectives of the charity as decided by the trustees.

Restricted funds

These relate to incoming resources which have been received subject to specific conditions imposed by the donor and binding on the Trustees and may only be applied in accordance with the restrictions placed on the donation.

Income

Income is treated as unrestricted unless a restriction is placed upon it by the donor or by the terms of the fundraising venture undertaken by the charity.

Grants

Grant income is recognised on a receivable basis. Where a restriction is placed on the use of the grant, the amount of the grant is included in restricted funds. Grant expenditure is recognised on a payable basis.

2. STAFF COSTS

The charity had 2 employees (2021: 1) during the year all of whom were paid less than £60,000 each.

3. REMUNERATION

No remuneration has been paid to the charity's trustees in the year.

4. TRUSTEES EXPENSES

No trustee's expenses have been reimbursed in the year.

5. CONNECTED CHARITIES

Langport Town Trust (Charity number 242979) transferred the Property and other assets as mentioned on page 7, together with funds from their bank account to Langport Area CIO.

6. GUARANTEES

No guarantees have been given by the Charity.

LANGPORT AREA CIO
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

7. DEBTS

There are no debts outstanding at the date of the statement of assets and liabilities which are owed by the charity and which are secured by an express charge on any of the assets of the charity.

8. MEMBERS LIABILITY

If the CIO is wound up, each member of the CIO is liable to contribute to the assets of the CIO such amount (but not more than £10) as may be required for payment of the debts and liabilities of the CIO contracted before that person ceases to be a member, for payment of the costs, charges and expenses of winding up, and for adjustment of the rights of the contributing members among themselves.

The members of the CIO shall be the charity trustees only. 'Member' includes any person who was a member of the CIO within 12 months before the commencement of the winding up.

But subject to that, the members of the CIO have no liability to contribute to its assets if it is wound up, and accordingly have no personal responsibility for the settlement of its debts and liabilities beyond the amount that they are liable to contribute.

9. AFTER DATE EVENTS

In April 2022 a property asset owned by the charity was structurally damaged in a road traffic collision. The Hanging Chapel has been examined by a qualified structural engineer who recommended significant repairs were required. These repairs were completed in September 2022 and the costs were covered by the Charities insurance provider apart from the excess of £250.

In April and May 2022 the heating system at The Ridgway Hall was replaced using the restricted funds granted by Langport Town Council and Huish Episcopi Parish Council.

LANGPORT AREA CIO
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

10. BREAKDOWN OF RESTRICTED RECEIPTS & PAYMENT ITEMS

	HEPC	LTC	2022	2021
	£	£	£	£
<u>RECEIPTS</u>				
Grants received	500	6,713	7,213	-
	<u>500</u>	<u>6,713</u>	<u>7,213</u>	<u>-</u>
<u>PAYMENTS</u>				
Repairs & maintenance	-	-	-	-
Sundry Expenses	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET OF PAYMENTS	500	6,713	7,213	-
FUNDS B/FWD	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUNDS C/FWD	500	6,713	7,213	-
	<u>500</u>	<u>6,713</u>	<u>7,213</u>	<u>-</u>

11. BREAKDOWN OF TOWN HALL COSTS

	2022	2021
	£	£
<u>PAYMENTS</u>		
Light and Heat	9,999	-
Water Rates	205	-
Maintenance and Repairs	2,648	-
Telephone and Broadband	787	-
Cleaning	688	-
	<u>14,327</u>	<u>-</u>
	<u>14,327</u>	<u>-</u>

12. BREAKDOWN OF THE RIDGWAY HALL COSTS

	2022	2021
	£	£
<u>PAYMENTS</u>		
Light and Heat	3,646	-
Water Rates	148	-
Maintenance and Repairs	1,108	-
Telephone and Broadband	462	-
Cleaning	1,293	-
	<u>6,657</u>	<u>-</u>
	<u>6,657</u>	<u>-</u>

LANGPORT AREA CIO
TRUSTEES APPROVAL CERTIFICATE
FOR THE YEAR ENDED
31 MARCH 2022

We confirm that the Receipts and Payments Accounts on page 6 have been prepared from the books and records of the Charity. All other relevant information has been made available for their preparation.

We also confirm that the Receipts and Payments Accounts are an accurate record of the Charity's activities in the year.

Ms Cara Naden

Dated: 14 November 2022

Mr Philip Edge

Dated: 14 November 2022