



Trustees' Annual Report for the period

From 1st January 2022 To 31st December 2022

Charity name: Elsenham Community Association CIO

Charity registration number: 1186436 (previously 302362)

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The objects of Elsenham Community Association Charitable Incorporated Organisation (CIO) are to establish and run Elsenham Memorial Hall and to promote for the benefit of the inhabitants of the Parish of Elsenham ("area of benefit") without distinction of age, disability, nationality, gender, sexual orientation, gender reassignment, marriage or civil partnership, pregnancy or maternity, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.</p> <p>To act as an umbrella organisation for all village organisations within the Parish.</p> <p>To produce Elsenham News to be delivered free to each household & business in Elsenham.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Users of Elsenham Memorial Hall include:</p> <ul style="list-style-type: none">Elsenham Parish CouncilElsenham Church and St Mary's Fabric FundElsenham Church Lunch ClubElsenham Village CafeElsenham Flower Show SocietyElsenham Primary SchoolElsenham Rainbows & BrowniesElsenham Tennis ClubElsenham Tots & ToddlersElsenham Village History SocietyElsenham W.I.Elsenham Youth Football ClubHenham & District Garden SocietyLittle FishesSlimming WorldVillage Fete

		Keep Fit / Yoga / Pilates / Zumba classes The ECA is also responsible for Village Christmas event held in the Village Hall.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In planning our activities for the year Trustees were aware of the Charity Commission's guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The ECA does not make grants.
Policy on social investment including program related investment	Para 1.38	Some funds are held in a Saffron Building Society interest bearing account.
Contribution made by volunteers	Para 1.38	All trustees and other volunteers give their time voluntarily and received no remuneration or other benefits from the Charity
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Due to the Covid-19 pandemic there was some reduced usage of the memorial Hall in Q1 2022, but things then returned to normal, and the Village Fete was able to take place.</p> <p>The Memorial Hall continues to play an important role in the life of Elsenham and surrounding Villages, with Groups meeting on every day of the week.</p> <p>We continued to produce the Village Magazine "Elsenham News" which is produced by volunteers and delivered free to each household in the village each month. (except January). Elsenham News continues to be funded by advertising receipts. A new editorial team took over in March 2022.</p> <p>The ECA website covers all events in Elsenham not just those held at the Memorial Hall.</p> <p>After much delay the toilets in the Memorial Hall were refurbished. Our accumulated income was used to pay for the improvements with a grant from the UDC Councillors fund towards the cost of the new toilet heating system.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The Toilets where refurbished during the autumn by Redgate Construction Limited & overseen by Donald Purkiss Architects & our Chairman.
Performance of fundraising activities against objectives set	Para 1.41	Our income recovered well after Covid 19 restrictions where lifted. There is an amount of £960 in these accounts that has been received from Essex Association of Local Councils to provide a Warm Space Hub in Q1 2023.
Investment performance against objectives	Para 1.41	N/A
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Most of our accrued income has now been spent on or allocated to on refurbishing the toilets. We still have our £20,000 in reserve and the Hall bookings are healthy. We will be increasing hire charges from 1st January 2023, mainly to cover increased Electricity charges.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held in a Saffron Building Society interest bearing account. Our Reserves Policy is to hold £20,000 in reserve.
Amount of reserves held	Para 1.22	Approximately £22,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The management committee reviews charging policy annually to ensure that hiring income will cover the cost of refurbishment, maintenance, heating and cleaning. We will be increasing hire charges from 1st January 2023 by 8-10%. Village organisations and Charities are given a preferential rate of Hire. Private & Small Commercial Hirers are given a rate that reflects local hall charging rates. Larger Commercial Hirers are charged appropriately.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Any surplus funds, which are not likely to be needed in the immediate future, are placed on deposit to earn interest.

A description of the principal risks facing the charity	Para 1.46	Increasing Fuel costs will continue to make a financial strain on the organisation
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution (adopted 19th November 2019)
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Incorporated Charitable Organisation (CIO).
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	There are 2 types of Trustees - those selected by the Village Organisations (see list of Charity Trustees) & Village representatives that are elected at the AGM. The AGM is open to all and everyone has a vote. Some representatives nominated by their organisation can choose not to be a Trustee.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New Trustees are made aware of the Charity Commission's guidance on public benefit & GDPR and complete a Trustees Declaration to confirm that they are willing & eligible to be a Trustee.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	General meetings of the ECA comprises the Charity Trustees and members nominated by other organisations. The AGM delegates limited powers to a 6 person Management Committee who take day-to-day responsibility for the running of the Charity. Other members of the community can attend and contribute to General meetings of the CIO, but only Trustees can vote.
Relationship with any related parties	Para 1.51	Elsenham Community Association is a member of the Rural Community Council of Essex (RCCE) Village Hall Advice and information service. RCCE provides advice and information on all aspects of Village Hall and Community Building management.

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Allan Hathaway	Hon. Chair Management Committee (MC)		Village Rep / Fete
Moyra Jackson	Hon. Secretary (MC)		W.I
Margaret Shaw	Hon. Treasurer (MC)		Village Rep
Jean Woollvin			Flower Show Society
Cheryl Rae	Hon. Bookings Secretary (MC)		Village Rep
Jill French	MC		Village Rep
Sue Waite	Hon. Vice-Chair (MC)		Elsenham Village Cafe /Parish Council
David Verlander			EVHS
Caryl Benner		to 11/3/2022	Henham & District Garden Soc.
Gloria Easton		from 11/3/2022	Henham & District Garden Soc
John Minor		to 11/3/2022	Parish Council
Petrina Lees			Rainbows / Brownies
Sue Johnson		to 11/3/2022	Santa
Valerie Austin			St Mary's Fabric Fund
Gill Hathaway			Village Rep
France Lambert			Village Rep
Jean Platt			Village Rep
Peter Johnson			Village Rep
Shirley Wilcock			Church Lunch Club

Reference and Administrative details

Charity name	Elsenham Community Association CIO
Other name the charity uses	ECA
Registered charity number	1186436
Charity's principal address	Elsenham Memorial Hall, Elsenham Playing Field, Off Leigh Drive, Elsenham, Bishop's Stortford CM22 6BY

Corporate trustees – names of the directors at the date the report was approved

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
The Charity Commission		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent Examiner	Mrs Debbie Fry	Elsenham

Name of chief executive or names of senior staff members (Optional information)

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A



Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Allan Hathaway	Margaret Shaw
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	9th March 2023	

ELSENHAM COMMUNITY ASSOCIATION			Charity Number	1186436					
ACCOUNTS YEAR ENDING			31st December 2022						
Receipts					Expenditure				
Opening Balances					Closing Balances				
		2022	2021			2022	2021		
<i>Bank Accounts & Cash</i>									
ECA	<i>Savings Account</i>	60,579.91	59,920.78		ECA	<i>Savings Account</i>	31,864.80	60,579.91	
	<i>Current Account 1</i>	14,777.29	7,539.64			<i>Current Account 1</i>	26,046.93	14,777.29	
	<i>Current Account 2</i>	4.92	4.92			<i>Current Account 2</i>	3.30	4.92	
	<i>Cash</i>	0.00	0.00			<i>Cash</i>	0.00	0.00	
Elsenham News		4,179.24	2,956.94		Elsenham News		1,662.69	4,179.24	6,500 in ECA accounts
total		79,541.36	70,422.28				59,577.72	79,541.36	
Fund Raising Income									
	<i>Donations towards outside toilet</i>	1,140.00	1,067.50		Fund Raising Expenses				
	<i>Fete</i>	3,190.05	205.00		<i>Fete</i>		1,290.00	21.00	
	<i>Santa sale of surplus toys</i>	40.00	-		<i>Santa</i>	-	-	-	
	Fund Raising Total	4,370.05	1,272.50				1,290.00	21.00	
Other Income									
					Other Expenditure				
	<i>UDC Additional Restrictions Grant</i>		2,000.00						
	<i>Tots & Toddlers</i>	748.31	378.55		<i>Tots & Toddlers</i>		546.31	58.52	
	<i>Interest</i>	1,284.89	659.13		<i>Other</i>		200.84	152.19	
	<i>EALC Grant for Warm Place</i>	960.00			<i>Elsenham News transfer</i>			4,000.00	
Hall Receipts									
	<i>Regular bookings</i>	10,402.58	2,280.77	(Q2-Q3 2021)		<i>cleaning</i>	2,007.13	1,444.72	
	<i>one off bookings</i>	1,299.63	1,360.00			<i>utilities</i>	4,906.63	1,418.30	
	<i>Key deposits</i>	0.00	0.00			<i>insurance & memberships</i>	960.92	696.02	
						<i>electrical</i>	94.80	170.17	
	Hall Bookings Total	11,702.21	3,640.77			<i>extinguisher contract</i>	140.40	191.16	
						<i>Toilet remodelling</i>	27,799.89	3,093.24	
	<i>Insurance Claim re 2020 lockdown</i>	0.00	14,979.00			<i>maintenance</i>	39.96	132.35	
						<i>replacement curtains</i>		4,635.00	
						<i>gardening</i>	175.67	60.00	
	<i>UDC grant for Grit Bin</i>		69.50						
	<i>ECC grant for replacement curtains</i>		800.00						
	<i>sale of lawn mower</i>		20.00						
	<i>CCTV ex PC</i>	150.00	150.00						
	<i>UDC for toilet heating</i>	1,500.00							
total receipts re Hall		13,352.21	19,659.27		total expenditure re Hall		36,125.40	11,840.96	
total ECA receipts		20,715.46	23,969.45		total ECA expenditure		38,162.55	16,072.67	
Elsenham News Income		7,405.39	9,655.04		Elsenham News Expenditure		9,921.94	8,432.74	
total income		28,120.85	33,624.49		total expenditure		48,084.49	24,505.41	
income plus funds		107,662.21	104,046.77				107,662.21	104,046.77	
Total ECA Funds		49,713.80	67,362.89						
<i>Total reserved funds</i>		2,207.50	1,067.50						
Total Non-ECA funds									
<i>Balance held on behalf of Elsenham News</i>		6,500.00	6,500.00						
<i>Balance held on behalf of Tots & Toddlers</i>		1,481.23	1,279.23						
<i>Balance of Key deposits</i>		220.00	220.00						
Total grant receipts (for Charity Commission reporting)									
<i>EALC for Warm Space</i>		960.00							
<i>UDC towards toilet heating</i>		1,500.00							
M43									
	31/12/22								



Section A

Independent Examiner's Report

Report to the trustees/
members of

ELSENHAM COMMUNITY ASSOCIATION

On accounts for the year
ended

DEC 2022

Charity no
(if any)

Set out on pages

2

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 (other than that disclosed below *) in connection with
the examination which gives me cause to believe that in, any material
respect:

- accounting records were not kept in accordance with section 130 of
the 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 order to enable a
proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Deborah Fry

Date:

7-2-23

Name:

DEBORAH FRY

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

GLIA

Address:

11 RIDLEY GARDENS
ELSENHAM
CM22 6LB

TEL 07484696074
01279 810821

Only complete if the examiner needs to highlight 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.

NONE

