

WARMLEY COMMUNITY CENTRE

TRUSTEES ANNUAL REPORT

MARCH 31, 2024

REGISTERED CHARITY NUMBER 1187934

WARMLEY COMMUNITY CENTRE

TRUSTEES ANNUAL REPORT

MARCH 31, 2024

The trustees present their report and the unaudited financial statements for the period ended March 31, 2024.

Reference and administrative details

Registered charity name:

Warmley Community Centre

Charity registration number:

1187934

Operational address:

20 Deanery Road
Kingswood
Bristol
BS 15 9JB

Trustees and members of the management committee

Mrs G Smith – President (appointed January 18, 2023)
Mr T Bell – Vice Chair
Mr J Hackett – Siston Parish Council representative
Mr S Bromiley– South Gloucestershire Council Representative
Mrs J Stone – Treasurer

Independent Accountants:

Charlton Baker
Chartered Accountants
61 Macrae Road
Ham Green
Bristol
BS20 0DD

WARMLEY COMMUNITY CENTRE

TRUSTEES ANNUAL REPORT

MARCH 31, 2024

Structure, governance and management

Governing document

Warmley Community Centre is a Charitable Incorporated Organisation (CIO). It was registered on February 13, 2020 and its registered number is 1187934. All the activities of the Warmley War Memorial Hall and Community Centre, registered charity number 301643 together with its assets and liabilities as at March 31, 2020 were transferred to the CIO with effect from that date.

In the event of the CIO being wound up, the members of CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

Trustees

The trustees, who served during the period and up to the date of this report, are set out on page 2. One half of the members must retire at each annual general meeting and offer themselves for re-election.

Risk management

The trustees discuss the operational and financial risks to which the charity is exposed on a regular basis and systems, procedures and policies including those for Health and Safety, Equality and Diversity and Safeguarding have been introduced to mitigate those risks.

Objectives and activities

The objects of the charity are:

To further or benefit the residents of the Ecclesiastical Parish of Warmley and the civil Parish of Siston 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 facilities 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 community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

The trustees confirm that they have had regard to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Achievements and performance

The Community Centre continued to welcome new hirers throughout the year and is now the home for a very wide range of groups reaching all ages, abilities, interests and activities making use of all spaces within the building. A full list of all the groups and their activities is available from the office.

WARMLEY COMMUNITY CENTRE

TRUSTEES ANNUAL REPORT

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(continued)

In addition to the regular daily and weekly activities the Centre also hosted a number of one-off events, including the annual Warmley Flower Show, the bi annual Dog Show and, following the success of the first event, a second Christmas Craft Fayre providing small businesses and hobbyists from the local community the opportunity to display and sell their items.

A number of concerts and performances were staged during the year, by both 'in-house' groups and visiting performers, namely Andy Ford, a local celebrity and the Bristol Male Voice Choir which were all very well supported by the local community.

The Centre also provided the venue for a wide range of private functions using the facilities of both the Main Hall and the Jubilee Lounge.

The Trustees continue to make every effort to improve the appearance and facilities of the Centre in order for it to be as welcoming as possible for all its regular users and visitors. Capital expenditure during the year under review included a new sound system for the Jubilee lounge and new fire doors including improved accessibility facilities.

They are, however continually reminded of the fact that, due in part to the age of the building, unwelcome events occur. In February 2023, a burst water pressure valve had caused significant flooding in the Hall. Some activities were able to continue initially but an assessment of the full extent of the damage and the amount of work required to refurbish the floor meant the Hall had to be closed throughout August.

Financial review

The increase in income from lettings to groups, clubs and individuals and from Snooker Club clocks for the year was of £29,324 i.e., almost 32%. This was achieved by the increase in number of hirers and an increase in hourly rates of hire of 10%. The trustees agreed that it was essential to make an increase of this magnitude in the light of the increasing running costs and met with all regular hirers to explain the situation.

The net contribution from the bars and catering of £10,500, before wages, is also a valuable income stream. The use of the bar facilities is restricted to members attending regular activities and visitors attending private functions and one-off events.

Running costs however, also increased and at a higher rate from £125,249 to £146,569 – an average of 17%. Within this average, the following costs rose significantly, energy (gas and electricity) by 34%, with a promise of further rises to come, repairs and maintenance by 16%, wages by 10%, in line with the increase in the national living wage and a doubling of insurance premiums.

A very special word of thanks is extended to the Warmley Ladies Friendship Group who not only hold their monthly meetings at the Centre but have continued to donate and make contributions towards new furnishings and equipment from their fundraising activities.

Similarly, grateful thanks are extended to the Film Screening Group which has continued to make donations.

WARMLEY COMMUNITY CENTRE

TRUSTEES ANNUAL REPORT

MARCH 31, 2024

(continued)

Reserves policy

It continues to be the aim of the trustees to build the free reserves and set up a sinking fund to meet the costs of essential repairs, maintenance and improvements to the premises to approximately £15,000.

Plans for the future

The administration team continue to work tirelessly to promote the Centre and try to accommodate all potential hirers, whether groups or individuals whenever and wherever possible in order to maximise use of the Centre.

The concern for the Trustees, looking forward to the coming twelve months is the rising costs of energy, other utilities and insurance.

Every effort will continue to be made to secure grant funding for necessary improvements with new roofing, a central heating update and new windows, all to improve energy efficiency, being on the target list.

Trustees' responsibilities

The trustees are responsible for preparing the Trustees report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustee to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period.

In preparing these financial statements, the trustee is required to:

- Select suitable accounting policies and then apply them consistently;
- Observe methods and principles in the applicable Charities SORP;
- Make judgements and accounting estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provision of the Trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WARMLEY COMMUNITY CENTRE

TRUSTEES ANNUAL REPORT

MARCH 31, 2024

(continued)

This report was approved on January 9, 2025 and signed on by

A Bell

Chairman of the Management Committee

WARMLEY COMMUNITY CENTRE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE WARMLEY COMMUNITY CENTRE

Year ended March 31, 2024

I report to the trustees on my examination of the financial statements of The Warmley Community Centre (the charity) for the ended March 31, 2024.

Responsibilities and basis of report

As the trustees of the charity, you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the Act).

I report in respect of my examination of the charity's financial statements 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 giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. The financial statements do not accord with those records; or
3. The financial statements do 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.

Paul Cridland FCA
Independent Examiner

61 Macrae Road
Ham Green
Bristol
BS20 0DD

WARMLEY COMMUNITY CENTRE**STATEMENT OF FINANCIAL ACTIVITIES****MARCH 31, 2024**

	Notes	Restricted Funds £	Unrestricted Funds £	2024 £	2023 £
Income					
Grants, gifts and donations	4	-	4,426	4,426	14,296
Charitable activities	5	-	128,064	128,064	94,349
Other income	6	-	35,102	35,102	33,805
Investment income		-	471	471	234
Total income		-	168,063	168,063	142,684
Expenditure					
Charitable activities	7	-	146,569	146,569	125,249
Total expenditure		-	146,569	146,569	125,249
Net income and movement in funds		-	21,494	21,494	17,435
Total funds brought forward		5,931	297,437	303,368	285,933
Transfer between funds		-5,931	5,931	-	-
Total funds carried forward		-	324,862	324,862	303,368

The statement of financial activities includes all gains and losses of the year.

All income and expenditure derive from continuing activities.

WARMLEY COMMUNITY CENTRE

STATEMENT OF FINANCIAL POSITION

MARCH 31, 2024

	Notes	2024 £	2023 £
Fixed assets	11	298,032	280,601
Investments	12	6,841	6,841
 Current assets			
Debtors and prepayments	13	12,131	7,399
Cash at bank and in hand		<u>16,223</u>	<u>16,718</u>
Total current assets		<u>28,354</u>	<u>24,117</u>
 Creditors: amounts falling due within one year	14	8,365	8,191
Net current assets		<u>19,989</u>	<u>15,926</u>
 Total assets less current liabilities		<u>324,862</u>	<u>303,368</u>
 Funds:			
Unrestricted funds	15	324,862	297,437
Restricted funds	15	=	<u>5,931</u>
		<u>324,862</u>	<u>303,368</u>

These financial statements were approved by the Management Committee on January 9, 2025 and signed on its behalf by

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A Bell - Chairman

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2024

1. General information

The charity is a public benefit entity and a registered charitable incorporated organisation in England and Wales. The address of the principal office is Warmley Community Centre, 20 Deanery Road, Kingswood, Bristol, BS15 9JB.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting Policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

Going concern

There are no material uncertainties about the charity's ability to continue.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Income

All income is included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific are applied to particular categories of income:

Investment income is included when receivable

Income from charitable activity is accounted for when earned

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2024

(continued)

Income (continued)

Income from grants, where related to performance and specific deliverables, is accounted for as the charity earns the right to consideration by its performance

Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of a charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

Tangible assets

Tangible assets are initially recorded at cost above the threshold of £500, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent impairment losses.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures, fittings and equipment – 10 to 15 years – reducing balance

In the opinion of the trustees, the provision for depreciation on the historical costs of the land and buildings is not required for this financial year. The market value of the land and buildings exceeds the written down value shown in the financial statements.

Investments

Quoted investments are stated at the valuation as at March 31, 2024.

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2024

(continued)

4. Grants, gifts and donations

	Restricted Funds £	Unrestricted Funds £	2024 £	2023 £
Gifts & donations	-	3,394	3,394	4,865
Legacies	-	1,032	1,032	-
South Gloucestershire Council – Area Wide Grant	-	-	-	5,000
Siston Parish Council	-	-	-	4,431
Total	-	4,426	4,426	14,296

5. Charitable activities

	Restricted Funds £	Unrestricted Funds £	2024 £	2023 £
Lettings to groups, clubs and individuals	-	108,533	108,533	82,955
Snooker Clocks	-	14,019	14,019	10,273
Sundry income	-	1,633	1,633	154
Membership subscriptions		3,879	3,879	967
Total	-	128,064	128,064	94,349

6. Other income

	Restricted Funds £	Unrestricted Funds £	2024 £	2023 £
Bar and catering	-	32,919	32,919	31,294
Fund raising events	-	2,183	2,183	2,511
Total	-	35,102	35,102	33,805

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2024

(continued)

7. Expenditure on charitable activities

	Restricted funds	Unrestricted funds	Total 2024	Total 2023
	£	£	£	£
Bar and catering	-	17,753	17,753	19,834
Support costs				
Administration:				
Salaries, wages and other staff costs	-	61,708	61,708	55,846
Printing, stationery and advertising	-	546	546	345
Telephone and postage	-	2,403	2,403	2,140
Computer software	-	1,225	1,225	1,131
Premises:				
Rates and water	-	4,167	4,167	2,804
Heat and light	-	21,665	21,665	16,190
Insurance	-	7,406	7,406	3,632
Repairs, maintenance and security	-	18,950	18,950	16,370
Sundries	-	1,957	1,957	519
Depreciation	-	4,365	4,365	2,752
Financial:				
Bank interest and charges	-	275	275	282
Bad debts	-	-	-	775
Governance:				
Independent examination	-	960	960	900
Legal and professional fees	-	1,200	1,200	-
Licences and PPL/PRS	-	1,857	1,857	1,142
D.B.S checks and training	-	132	132	587
Total expenditure	-	146,569	146,569	125,249

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2024

(continued)

8. Net income for the period

This is stated after charging:

	2024	2023
	£	£
Independent examination	<u>900</u>	<u>900</u>

9. Staff costs and numbers

Staff costs were as follows:

	2024	2023
	£	£
Salaries and wages including social security and pension costs	<u>61,708</u>	<u>55,846</u>

The average number of employees during the period was:

Part-time staff – 6, (2023 – 6)

No employee received employee benefits of more than £60,000 during the year.

Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £nil.

10. Trustees' remuneration

The trustees received no remuneration during the year and no expenses were reimbursed.

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2024

(continued)

11. Tangible fixed assets

	Land and buildings £	Fixtures, fittings and equipment £	Total £
Cost			
April 1, 2023	237,020	46,333	283,353
Additions	5,194	16,602	21,796
Disposals	-	-	-
At March 31, 2024	<u>242,214</u>	<u>62,935</u>	<u>305,149</u>
Depreciation			
April 1, 2023	-	2,752	2,752
Charge in period	-	4,365	4,365
Disposals	-	-	-
At March 31, 2024	<u>-</u>	<u>7,117</u>	<u>7,117</u>
Net Book Value			
At March 31, 2024	<u>242,214</u>	<u>55,818</u>	<u>298,032</u>
At March 31, 2023	<u>237,020</u>	<u>43,581</u>	<u>280,601</u>

12. Investments

	2024	2023
	£	£
Listed charitable investments	<u>6,841</u>	<u>6,841</u>

13. Debtors and prepayments

	2024	2023
	£	£
Debtors	11,831	7,099
Sundry debtors and prepayments	<u>300</u>	<u>300</u>
	<u>12,131</u>	<u>7,399</u>

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2024

(continued)

14. Creditors: amounts falling due within one year

	2024	2023
	£	£
Creditors and accruals	<u>8,365</u>	<u>8,191</u>

15. Restricted and Unrestricted funds

	2024	2023
	£	£
Unrestricted funds:		
Funds brought forward	297,437	285,933
Unrestricted funds transferred from previously unincorporated organisation	-	-
Income	168,063	133,253
Expenditure	(146,569)	(125,249)
Transferred from Restricted funds	5,931	3,500
Funds carried forward	<u>324,862</u>	<u>297,437</u>
Restricted funds:		
Funds brought forward	-	-
Income	5,931	9,431
Expenditure	-	-
Transferred to Unrestricted funds	(5,931)	(3,500)
Funds carried forward	<u>-</u>	<u>5,931</u>

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2024

(continued)

15. Restricted funds continued

	At April 1, 2023	Income	Expenditure	Transfer to Unrestricted funds	At March 31, 2024
		£	£	£	£
South Gloucestershire Council – Area Wide Grant – towards improvements to the heating system	1,500	-		(1,500)	-
Siston Parish Council – funding for Accessibility improvements	4,431	-	-	(4,431)	-
Total	5,931	-	-	(5,931)	-

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2024

(continued)

16. Analysis of net assets between funds

	Restricted funds	Unrestricted funds	Total funds
	£	£	2024 £
Fixed assets and investments	-	304,873	304,873
Current assets	-	28,354	28,354
Current liabilities	-	8,365	8,365
Net assets	-	324,862	324,862

	Restricted funds	Unrestricted funds	Total funds
	£	£	2023 £
Fixed assets and investments	-	287,442	287,442
Current assets	5,931	18,186	24,117
Current liabilities	-	8,191	8,191
Net assets	5,931	297,437	303,368

17. Related parties

Creditors, amounts falling due within one year include loans from a trustee totalling £5,532 (2023 £3,022)