



Annual Report

Year ending 30 September 2023

1. Introduction

1.1. Stutton Community Association (Charity Number 1188188) was first registered as a charity on 26 February 2020. This represented the culmination of a decision by both Stutton Community Hall and Stutton Community Council charities to disband and transfer their assets into the new charity.

1.2. The key objects of Stutton Community Association are “to promote for the benefit of the inhabitants of the Parish of Stutton the provision of facilities for recreation or other leisure time occupation with the object of improving the conditions of life of the said inhabitants”.

2. Stutton Community Hall

2.1. In meeting our overall charity’s aims our principal focus is the provision of and maintenance of an accessible Stutton Community Hall. This provides a vital community hub where a range of groups and individuals can engage in a wide range of activities.

2.2. It falls to the Trustees and Committee members to ensure that the hall, the associated car park, roadway, and grassed areas are maintained and repairs attended to. Our hirers and hall users have commented that the hall is light and airy and is well equipped. However, the need for a smaller meeting space is required.

2.3. In the last financial year detailed plans to build an extension were draw up with planning permission being granted on 23 September 2022.

2.4. At this time Stutton’s The Neighbourhood Plan was being finalised at with a specific community action *“Village organisations will seek opportunities to improve provision and access to community facilities, in particular to update the Community Hall”*

2.5. Our next task was to argue the case of investment supported by a detailed business plan. We were successful in our endeavours. First to come through was Babergh District Council. Under Community Infrastructure Levy (CIL) they allocated £100k of funding. We secured great support from Mary McLaren our local district councillor in this regard.

2.6. Then we were granted £75,000 from Valencia Communities Fund, although in order to unlock the grant we had to secure third party funding of 10% (£7500). This came

from the Parish Council, who set aside £60k for the hall improvements. This meant that we had sufficient funds to get going and do more. We are very grateful to the funders for their support.

2.7. Prior to starting work on site, detailed construction drawings were sought from our architectural designer. An asbestos survey was obtained, which indicated that only some floor tiling or its adhesive may contain asbestos. Having a full picture of potential risks of this sort is an essential part of ensuring the maintaining the Community Hall and safeguarding those who use it.

2.8. By the end of this financial year work construction work was underway with completion due in 2024. Grants from both Babergh and Valencia Community Fund were drawn down on a regular basis reflecting the value of work completed and materials on site. By the end of September expenditure had been incurred of £80,429.

2.9. The hall continues to be well used and our income from hiring exceeds the expenses incurred. In setting the hire charges our aim is for them to be affordable to the various groups and individuals that hire the hall and to cover our costs of maintaining the building. Our charges were set in 2006 and have not been increased. A review of the charging policy is scheduled to be undertaken in 2024. In this financial year fees for hiring the hall raised £12,320.

2.10. Forty solar panels on the hall roof feed all the in electricity generated in to the community shop, which lies alongside the hall. Income from the electricity generated goes to the community hall. This contributed £3162.

2.11. The expenses incurred in running the community hall totalled £9,625. This includes electricity costs, cleaning, water and business rates, waste disposal, fire safety, repairs and insurance.

3. Delivering Social and Recreational Opportunities

3.1. Trustees have had regard to the guidance issued by the Charity Commission on public benefit in providing and promoting a valuable community facility for the village and wider community - to reduce isolation; encourage social inclusion and provide opportunities for improving health and well being for all ages.

3.2. Activities to promote health and well being at the hall have included: Pilates classes; Weekly Strength and Balance classes for older people and those with disabilities, regular dance classes for children, weekly Carpet Bowls, and a Saturday morning Boot Camp.

- 3.3. Social events to reduce isolation and promote friendships and informal networks have included: Monthly “Meet Up Mondays” meetings; Suffolk Sight meetings (formerly East Suffolk Blind) that bring people across the local area to Stutton. Two Art Groups meet weekly and a playgroup brings parents, grandparents and young children together. Other than these regular activities, the hall is regularly booked for parties and especially children’s parties.
- 3.4. The community hall is also the location where Monthly Parish Council meetings are held along with the Annual Parish Meeting, where groups and societies from the village along with interested members of the public attending.
- 3.5. As a charity we also aim to put on events and activities to add to the social and leisure landscape of the village in line with our constitution. In addition these events can provide valuable additional sources of income. All these events rely upon the goodwill and energy of our committee members and their partners.
- 3.6. The events this year included a spring Bank Holiday Car Boot Sale, 2 Quiz Nights, a Jubilee Dance to Swing Machine a 16 piece band, Race Night and a performance of Medieval Miracles by Eastern Angles Theatre Company. We also run monthly film nights, showing a wide range of newly released films.
- 3.7. In July we held our second Village Fete. We worked alongside Stutton Primary School PTFA. The event was well supported a real success and deliver a surplus that benefitted both organisations. In July the annual open air concert featuring the Puffins Ensemble again was well attended with up to 200 people picnicking in the garden of David and Janet Lock. Our charity also organises Father Christmas and his helpers deliver presents on Christmas morning. This along with carols in the Kings Head PH raised £174 which was given to a local food bank charity.
- 3.8. We also run an annual Community Draw. More than 350 residents have joined the draw and can win monthly prizes. This generated a net income of £1275 for the charity.
- 3.9. All these activities, including the community draw raised a net surplus of £5368.

4. Communicating what we do

- 4.1. As part of the Community Draw residents have received a letter setting out broadly what we do and our plans. It is an important way of telling people in the village about the charity and our plans. Roundabout, our village newsletter, is another vital way of spreading the news about our activities. This is produced bi-monthly and always includes articles about our charity.

4.2. The village web site stuttonvillage.net includes information about our events and details about the hall. Posters and Facebook are other methods used to promote our events.

5. Our Accounts

5.1. Overall the total income for the year including capital grant funding totalled £100,188. Expenditure was £102,444. Our reserves stand at £ 30,093.

5.2. Our treasurer provides regular detailed management accounts for our committee meetings. Based on excel spreadsheets, the accounts are both clear and accurate. Year ending accounts for the year are attached.

5.3. The accounts have been prepared in accordance with Charity Commission requirements and have been independently verified.

6. Grant Giving

6.1. Under the charity's constitution we are able to give grant aid to projects that are in line with our objectives. No applications for grant aid were received in this financial year.

7. Management

7.1. The charity is managed by 5 Trustees who are elected at the Annual General Meeting and who work with other volunteers through a managing committee. At September 2023 the charity committee comprised the following members.

Trustees	Committee Members	
Chair William Hewlett	Lisa Taylor (Treasurer)	Alistair Parker
Vice-Chair Rosie Stuart Thompson	Sarah Gray	Colin Reilly
Nick Pavitt	Amanda Mapes	Ian Flower
Adrian Gray	Derek Chartres	David Stuart Thompson
Roberta Garrad		

Stutton Community Assoc
Income & Expenditure Account
Year ended 30 September 2023

				Restricted Funds				Y.e Sept 2022 Total Funds
	Note	Total Funds	General Fund	Pledged - N'hood plan	Hall Construction	Cinema Eq	Car Park	
Income								
Hire of hall		12,320	12,320	-	-	-	-	9,370
Elec from solar panels		3,162	3,162	-	-	-	-	1,651
Donations		5	5	-	-	-	-	288
Power cut compensation		-	-	-	-	-	-	190
Sale of equipment		47	47	-	-	-	-	
Book sales		78	78	-	-	-	-	86
Grant Funding		72,013	-	-	71,513	500	-	5,000
Fundraising & Events -								
Summer Fete		4,350	4,350	-	-	-	-	3,643
Jubilee Swing Band		-	-	-	-	-	-	1,763
PC Jubilee contribution		-	-	-	-	-	-	500
Puffins concert		1,264	1,264	-	-	-	-	1,741
Prize draw		1,880	1,880	-	-	-	-	1,730
Quiz nights		476	476	-	-	-	-	369
Disco		611	611	-	-	-	-	
Race night		1,159	1,159	-	-	-	-	0
Cinema nights		1,073	1,073	-	-	-	-	
Eastern Angles		456	456	-	-	-	-	
Car boot sales		155	155	-	-	-	-	272
Christmas carols and Santa		174	174	-	-	-	-	144
Car Park -								
Comm shop rent		100	100	-	-	-	-	100
Stalls etc in car park		160	160	-	-	-	-	400
Parking donations		79	79	-	-	-	-	79
Electric car charging		275	275	-	-	-	-	17
Car park repairs contribution		350	-	-	-	-	350	350
		<u>100,188</u>	<u>27,825</u>	<u>-</u>	<u>71,513</u>	<u>500</u>	<u>350</u>	<u>27,693</u>
Expenditure								
Electricity		3,608	3,608	-	-	-	-	2,190
Insurance		1,374	1,374	-	-	-	-	1,444
Water rates		373	373	-	-	-	-	368
Business rates		46	46	-	-	-	-	84
Cleaning & consumables		2,143	2,143	-	-	-	-	1,776
Waste collection		133	133	-	-	-	-	12
General repairs		1,758	1,758	-	-	-	-	1,016
Printing and stationery		205	23	182	-	-	-	43
Sundry expenses		14	14	-	-	-	-	329
Music licence		190	190	-	-	-	-	139
Car park expenses -								
Electric car bay costs		108	108	-	-	-	-	260
Car park repairs		-	-	-	-	-	-	0
Payments for events -								
Share of fete to Stutton PTA		1,488	1,488	-	-	-	-	1,477
Swing Band		121	121	-	-	-	-	1,241
Summer Fete		1,374	1,374	-	-	-	-	688
Prize draw winnings and costs		605	605	-	-	-	-	484
Jubilee Fete		-	-	-	-	-	-	228
Donation to food banks		174	174	-	-	-	-	144
Puffins exps		137	137	-	-	-	-	65
Cinema nights		931	931	-	-	-	-	-
Eastern Angles		394	394	-	-	-	-	-
Race night		692	692	-	-	-	-	-
Disco		314	314	-	-	-	-	-
Grants made by Comm Council -								
Craft Group		-	-	-	-	-	-	480
Neighbourhood plan		35	-	35	-	-	-	152
New Cinema Eq and Wifi		5,799	299	-	-	5,500	-	-
Hall Construction Project	A	80,429	-	-	80,429	-	-	1,610
		<u>102,444</u>	<u>16,298</u>	<u>217</u>	<u>80,429</u>	<u>5,500</u>	<u>-</u>	<u>14,230</u>
Surplus/(Deficit) for period		(2,255)	11,528	(217)	(8,916)	(5,000)	350	13,463
Reserves bf		32,348	26,650	348	-	5,000	350	15,060
Transfer to General Fund		-	131	(131)	-	-	-	
From Stutton Comm Council		-	-	-	-	-	-	3,826
Reserves cf		<u><u>30,093</u></u>	<u><u>38,309</u></u>	<u><u>-</u></u>	<u><u>(8,916)</u></u>	<u><u>-</u></u>	<u><u>700</u></u>	<u><u>32,348</u></u>
Represented by								
Cash float		822						232
Co-op bank account		31,535						34,841
Money Held for Stutton Presents		(2,264)						(2,726)
		<u><u>30,093</u></u>						<u><u>32,348</u></u>

Stutton Community Assoc
Management Accounts - General Fund
Year ended 30 September 2023

				Y.e. 30/9/23		Y.e. 30/9/22
	Note	£	£	Total 2023	£	Total 2022
Hall Income						
Hire of hall				12,320	9,370	
Elec from solar panels (to 11/9/23)				3,162	1,651	
Power cut compensation				-	190	
Sale of unwanted equipment				47	-	
Book sales				78	86	
				15,607		11,297
Hall Expenses						
Electricity				3,608	2,190	
Insurance				1,374	1,444	
Water rates				373	368	
Business rates				46	84	
Cleaning & consumables				2,143	1,776	
Waste collection (£272 less £139 from shop)				133	12	
Repairs and equipment (incl £528 Floor cleaner)				1,602	794	
Fire safety				156	222	
Music licence				190	139	
				9,625		7,028
Surplus for hall				5,983		4,268
		Income	Donations/ Expenses	Surplus	Surplus	Income Expenses
Fundraising & Events -						
Summer Fete		4,350	1,374	2,976	2,956	3,643 687
50% share to PTA			1,488	(1,488)	(1,478)	- 1,478
Swing Band	B	-	121	(121)	522	1,763 1,241
Jubilee Fete		-	-	-	(228)	- 228
PC Jubilee contribution		-	-	-	500	500 -
Puffins concert (Income £153 os)		1,264	137	1,127	1,676	1,741 65
Prize draw		1,880	605	1,275	1,246	1,730 484
Quiz nights		476	-	476	369	369 -
Car boot sales		155	-	155	272	272 -
Cinema nights		1,073	931	142	-	- -
Race night		1,159	692	466	-	- -
Eastern Angles		456	394	62	-	- -
Disco		611	314	298	-	- -
Christmas carols and Santa		174	174	-	-	144 144
Surplus from events				5,368		5,835
Car Park -						
Stalls etc in car park				160	400	
Parking donations				79	79	
Electric car charging		275	108	167	(243)	17 260
Surplus from car park				407		235
Other income						
Donations				5		288
Comm shop rent				100		100
				11,862		10,727
Less other expenses						
Printing and stationery				23	44	
Sundry expenses				14	329	
Cinema Equip (less grants)				299	-	
Construction Project				-	1,610	
				335		1,983
Surplus/Deficit for period				11,527		8,744
General Fund bf				26,650		15,060
Transfer from pledged donations fund				131		-
From Stutton Comm Council				-		2,846
General Fund cf				38,309		26,650