

**CRANFIELD  
COMMUNITY CENTRE  
Trustees Annual Report  
And  
Financial Statements  
Year Ended 31<sup>st</sup> March 2023**

## **CRANFIELD COMMUNITY CENTRE**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

<b>Charitable Incorporated Organisation Number</b>	1188795
<b>Trustees</b>	Mr Raymond Munkley (Chairman) Mr Nick Cade-Westcombe Mr Daryl Saint Mr David Sinfield Mr Alan Metcalf – New Sep 22 Mrs Wendy Garner – New Sep 22 Mrs Donna Johnson – New Sep 22 Mrs Lauren Nichols – New Sept 22 Mrs Diane Wigley – New Sept 22 Ms Pauline Kinns – New Sept 22 Mrs Meredith Cade-Westcombe - New Oct 23
<b>Contact</b>	Mr Raymond Munkley Cranfield Community Centre Thillans Cranfield MK43 0WP
<b>Bank</b>	CAF Bank
<b>Independent Examiner</b>	Mr H Distin FCA BSc

**THE CRANFIELD COMMUNITY CENTRE CHARITY**  
**TRUSTEES REPORT YEAR ENDED 31<sup>ST</sup> MARCH 2023**

The Trustees present their Annual Report together with the Independently examined accounts for the year ended 31<sup>st</sup> March 2023.

**Governing Document**

The Charity was registered on 30<sup>th</sup> March 2020 and is governed by a Constitution of a Charitable Organisation adopted on 18<sup>th</sup> March 2020.

**Objects of the Charity**

- A. To further or benefit the residents of Cranfield 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 quality of life for the residents.
- B. 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 association in furtherance of the above objects.

**Activities**

2022 to 2023 represents the first full year for the Cranfield Community Centre post the pandemic.

The Centre now host regular, art classes, exercise classes, Cranfield Market, NHS child development surgeries and Parish Council meetings to name a few, in addition the hall is hired out for birthday parties, wedding breakfasts, and bookings continue to increase.

The Trustees have continued to purchase the necessary fixtures and fittings to allow the building to operate and have invested in additional security cameras. With any capital items being funded from Commuted Sum that the Parish Council hold on the Charity's behalf. In addition, the Trustees have continued to complete snagging on the building, again this is funded by the Commuted Sum. The Trustees made a large change in how it operated within the Financial Year, which saw the caretaker not replaced and one of the Trustees taking on the role of unpaid caretaker. The Trustees also lost the administrative support of the Clerk of the Parish Council, who looked after the bookings and accounts. These roles have been taken on by Trustees.

The Trustees also decided not to increase the hire charges for 2023 as it believed that increasing the charges may put potential hirers off when the Trustees are trying to increase bookings. Hire charges will be reviewed at the end of 2023.

The playing fields have yet to be adopted, therefore the changing areas have remained closed.

**Financial Review**

The Community Centre income totalled £43,993 (£34,280). Total expenditure was £28,078 (£39,078) with the largest cost being Gas and Electricity charges of £5,794. With the Charity claiming back from the Commuted Sum £17,822 during the Financial Year.

**Reserves**

The Community Centre Charity considers that the level of reserves is currently sufficient to allow the Community Centre to open successfully in 2023-24.

**Public Benefit**

The Trustees are aware of the Charity Commissions guidance on public benefit and consider they the charitable objects fall well within the public benefit guidelines.

Signed on behalf of the Trustees

Mr George Munkley  
Chairman

## **Independent examiner's report to the Trustees of The Cranfield Community Centre Charity**

I report to the trustees on my examination of the Cranfield Community Centre Charity for the year ended 31 March 2023.

### **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 s.145 of the 2011 ACT and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under s.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 Trust as required by section 130 of the Act; or
- (2) The accounts do not accord with those records; or
- (3) The accounts 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.

**Signed .....**

**Haydn Distin BSc FCA**

11 Court Road  
Cranfield  
Bedfordshire  
MK43 0DR

Date: .....

# Cranfield Community Centre

Receipts and Payments for 12 months ending 31st March 2023

		2022-23	2021-22
<b>Receipts</b>			
	(see notes)	£	£
Grants Received		17,822	19,425
Booking Fees		£	£
		26,147	14,855
Interest		£	
		24	
<b>Total Receipts</b>		<b>£</b>	<b>£</b>
		<b>43,993</b>	<b>34,280</b>
<b>Payments</b>			
Audit & Accountancy fees	£	£	
	325	-	
Bank Fees	£	£	
	240	40	
Booking System	£	£	
	360	224	
Cleaning	£	£	
	4,803	2,537	
Fire & Security	£	£	
	2,322	7,023	
Fixtures & Fittings	£	£	
	2,641	5,393	
Gas & Electricity	£	£	
	5,794	5,612	
General Expenses	£	£	
	1,122	1,107	
Insurance	£	£	
	549	345	
Licences	£	£	
	360	550	
Postage, Freight & Courier	£	£	
	10	-	
Repairs & Maintenance	£	£	
	2,114	5,174	
Salaries	£	£	
	4,129	9,427	
Software	£	£	
	293	-	
Telephone & Internet	£	£	
	1,035	1,015	
Travel	£	£	
	196	-	
Waste Disposal	£	£	
	1,634	631	
Water & Sewerage	£	£	
	151	-	
<b>Total Payments</b>		<b>£</b>	<b>£</b>
		<b>28,078</b>	<b>39,078</b>
<b>Receipts over Payments</b>		<b>£</b>	<b>-£</b>
		<b>15,915</b>	<b>4,798</b>

<b>Bank balances</b>	<b>31/03/2023</b>	<b>31/03/2022</b>
CAF Bank Current Account	£23,875	£17,781
CAF Gold Savings Account	£101	£100
Paypal	£6,589	n/a
Metro Bank	£5,589	£2,305
	<b>£</b>	
<b>Total</b>	<b><u>36,154</u></b>	<b><u>£20,185</u></b>

#### **Notes to the accounts**

The Grant received of £17,822 covered two periods of expenditure £14,110 (2021/22) and £3,712 (2022/23).

Excluding the grant relating to the prior year of £14,110 the Receipts over Payments for 2022/23 is £1,805.