

# Southwater Ghyll CIO

## Annual Report



## Southwater Ghyll Charitable Incorporated Organisation

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2022

### Structure, governance and management

#### Trustees

David Smith, Chair

Michael Neale, Treasurer

Graham Watkins (Parish Councillor)

Geoff Cole (Parish Councillor)

Andy New

Nick Dowling

Lisa Clegg

Stuart Denton-Brown – resigned

New Trustees are being actively recruited.

#### Registered Charity

Charity number 1189676, The Ghyll Pevensey Road, Southwater, Horsham, West Sussex, RH13 9XZ

#### Bankers

Co-operative Bank,

#### Accountant

Shepard Accounts Ltd, 20, Lintot Square, Fairbank Rd, Southwater, Horsham RH13 9LA.

#### Constitution

The Southwater Ghyll Charitable Incorporated Organisation constitution was approved by the initial Trustees on the 2nd March 2020.

# Southwater Ghyll CIO

## Annual Report



### Objectives and activities

To promote for the benefit of the inhabitants of parish of Southwater West Sussex and the surrounding area 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 condition of life of the said inhabitants.

### Achievements and performance

The CIO continues to operate under the License agreement with Southwater Parish Council.

Operations have been adversely impacted by the pandemic but are now recovering.

Licensees are now in place and bookings for hireable facilities have started to increase.

Licensees now include:

- Southwater Royals FC
- Infinity Gymnastics (in negotiation)
- Southwater Bowls Club
- The Performance Zone
- LB Beauty
- Café At The Ghyll (opening Jun22)

A Licensee User Group has been established to help with ongoing co-ordination.

Hireable Spaces include:

- Lardner Hall
- Laurie Apted Building
- Multi Use Games Area
- Meeting Room
- Office

In terms of improvement works, The CIO have completed Phase 1 of the exterior planned improvement works primarily to the South and Western sides of the building along with some improvements to the North and Eastern sides, namely:

- Upgraded the main entrance with new doors and a solid, lighter wall above to appear more welcoming.
- Replaced most of the windows, doors, gutters and soffit boards around the building to improve appearance, energy efficiency and security
- Moved the outdoor table tennis table and added a secure, step free, patio area outside of the café doors for their customers
- Improved the café area doors and windows and filled in the wall above to match the main entrance.
- Added a wider external door to the café area to improve accessibility,

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- Signage has been improved to guide visitors to each of the facilities
- Lighting has been improved to the Main Hall with energy efficient fittings and improved lux levels.

### Management

The CIO continues to build out and improve operating policies and procedures. Trustee meetings are held regularly and in detail with Health and Safety, governance, compliance, financial diligence and customer experience all front of mind.

Maintenance work continues to the building and grounds after a long period of underinvestment. Items of note include repairs and replacement of fencing, exterior lighting, repairs to toilets, boilers and the cutting back of trees and bushes.

Security of each site has been improved and although instances of anti-social behaviour and damage were experienced, these have much reduced of late.

Currently the CIO has one employee, a part-time Business Support Officer for administrative support, and one contractor on a long term support contract, who provides Caretaker support.

### Marketing

The CIO has launched a new website with all relevant details including an availability checker and an online enquiry facility. This also provides a feedback facility post-hire. See [www.theghyll.org](http://www.theghyll.org)

Engagement with the local community continues, specifically around the planning for the Jubilee Jamboree in June '22, and with Southwater Youth Project.

### Financial review

First year grant £65,030 made by Southwater Parish Council in April 2021

Full accounts on attached sheets.

Approved by the Board of Trustees on: 25<sup>th</sup> October 2022

And signed on behalf of the Board:

Mr David Smith Chairman





CHARITY COMMISSION  
FOR ENGLAND AND WALES

SOUTHWATER GHYLL CIO

1189676

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/04/2021

To

Period end date  
31/03/2022

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Trading Income	51,219	-	-	51,219	818
Grants Received	150,877	-	-	150,877	114,084
Other Revenue	250	-	-	250	-
Deposits held	825	-	-	825	-
<b>Sub total (Gross income for AR)</b>	<b>203,171</b>	<b>-</b>	<b>-</b>	<b>203,171</b>	<b>114,902</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>203,171</b>	<b>-</b>	<b>-</b>	<b>203,171</b>	<b>114,902</b>
<b>A3 Payments</b>					
Advertising & Marketing	127	-	-	127	117
Access control	3,683	-	-	3,683	-
Accountancy fees	851	-	-	851	-
Cleaning	21,849	-	-	21,849	2,897
Computer Equipment	136	-	-	136	1,655
Consulting	3,310	-	-	3,310	-
Contract support	23,681	-	-	23,681	5,649
Donations	200	-	-	200	-
Electricity Ghyll	6,068	-	-	6,068	1,377
Electricity Laurie Apted buiding	492	-	-	492	40
Gas for the Ghyll	13,664	-	-	13,664	-
Gas Laurie Apted building	328	-	-	328	-
General Expenses	-	-	-	-	260
HDC and other refuse collection	2,323	-	-	2,323	64
Health and Safety	1,854	-	-	1,854	-
Insurance	2,742	-	-	2,742	2,669
IT Software and Consumables	848	-	-	848	346
Pension costs	114	-	-	114	-
Postage, Freight & Courier	-	-	-	-	16
Printing & Stationery	76	-	-	76	10
Rates	1,762	-	-	1,762	32
Repairs & Maintenance	22,497	-	-	22,497	2,260
Security fire protection	3,399	-	-	3,399	1,054
Solicitor Fees	330	-	-	330	8,010
Staff salaries and employers NI	8,738	-	-	8,738	-
Subscriptions	985	-	-	985	326
Telephone & Internet	4,519	-	-	4,519	338
Window Cleaning	400	-	-	400	-
Sundries	46	-	-	46	-
<b>Sub total</b>	<b>125,022</b>	<b>-</b>	<b>-</b>	<b>125,022</b>	<b>27,120</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Property Improvements	30,033	-	-	30,033	15,470
Office Equipment & Security	5,492	-	-	5,492	-
<b>Sub total</b>	<b>35,525</b>	<b>-</b>	<b>-</b>	<b>35,525</b>	<b>15,470</b>
<b>Total payments</b>	<b>160,547</b>	<b>-</b>	<b>-</b>	<b>160,547</b>	<b>42,590</b>
<b>Net of receipts/(payments)</b>	<b>42,624</b>	<b>-</b>	<b>-</b>	<b>42,624</b>	<b>72,312</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>72,312</b>	<b>-</b>	<b>-</b>	<b>72,312</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>114,936</b>	<b>-</b>	<b>-</b>	<b>114,936</b>	<b>72,312</b>

CCXX R1 accounts (SS)

20/07/2022

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Account	114,936	-	-
			-	-
		-	-	-
	<b>Total cash funds</b>	114,936	-	-
	(agree balances with receipts and payments account(s))			

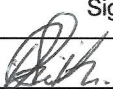

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Property improvements	45,503	-	-
	CCTV	5,280	-	-
	Office equipment	212	-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	DAVID SMITH	25/07/2022
	MICHAEL NEALE	25/07/2022





# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

SOUTHWATER GHYLL CIO

On accounts for the year  
ended

31ST MARCH 2022

Charity no  
(if any)

1189676

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2022**.

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:

Date:

25/07/2022

Name:

DEAN SHEPHERD ACPA

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

ACPA - CERTIFIED PUBLIC ACCOUNTANTS ASSOCIATION

Address:

SHEPHERD ACCOUNTANTS LIMITED

20 LINTOT SQUARE, FAIRBANK ROAD, SOUTHWATER

HORSHAM, WEST SUSSEX, RH13 9LA

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.

N/A