

27 JUL 2023

REGISTERED COMPANY NUMBER: (England and Wales)
REGISTERED CHARITY NUMBER: 1193013

Report of the Trustees and Financial Statements

for the Year Ended 31 March 2023

for

Chippenham Community Eco Hub

Mander Duffill
Chartered Accountants
The Old Post Office
41-43 Market Place
Chippenham
Wiltshire
SN15 3HR

Chippenham Community Eco Hub

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for the Year Ended 31 March 2023

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Chippenham Community Eco Hub

Report of the Trustees
for the Year Ended 31 March 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: 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) (effective 1 January 2019).

Chippenham Community Eco Hub

Report of the Trustees **for the Year Ended 31 March 2023**

OBJECTIVES AND ACTIVITIES

History

The Hub evolved quickly from the observation that despite there being many organisations and groups which responded to consequences of the Covid pandemic, there was no central town hub to co-ordinate and signpost. This recognized need resulted in a small team establishing a totally independent charity as the Chippenham Community Hub. Capital funding was then established alongside a grant from Chippenham Borough Lands Charity as a contribution towards employing a full-time manager for the first two years.

Vision

Chippenham Community Hub puts the needs of people above all other considerations to serve the community of the town and surrounding villages.

Charitable Objectives

- Operate for public benefit.
- Promote social inclusion/relief of poverty.
- Signpost to registered organisations/charities.
- Promote sustainability and environmental responsibility.
- Operate for public benefit independent of political or local government boundaries.
- Work for, and be guided by, the needs of the community.

Charitable Aims

- Enable community agencies and neighbourhood groups to offer a range of activities, programs, and services
- Encourage social inclusivity through a variety of group activities
- Act as a place of learning, education, and skills development to facilitate employability
- Provide a non-threatening equal opportunity environment for people to become involved, aware of opportunities, and undertake developmental activities
- Offer multiple services under one roof that meet the needs of the local community, encouraging social gatherings, whilst offering support in different services

First Year

In the first year the Hub has established a thriving base for the local community:

- Providing a safe, warm, and welcoming environment with consistent opening hours and messaging.
- Working with social organisations embracing the portfolio of best practice and procedures according to those organisations ensuring that all necessary policies and procedures are in place.
- Address and respond to the ongoing needs of Hub visitors.
- Signpost Hub visitors to appropriate services and continue to build partnerships to ensure there are effective referral routes.
- Be a part of a community vision for the regeneration of Chippenham town centre for the benefit of both its residents and surrounding villages.
- Ensure that education and personal growth is a right not a privilege.
- Promote positive mental health.
- Engender a positive working environment where community comes first, and people come before politics and personal agendas.

The Hub is controlled by a board of four trustees with day-to-day work led by the manager, trustees, and well-trained volunteers and reflects its view in a local approach whilst being essentially holistic and inclusive. It accords with the intention "to undertake initiatives throughout the communities to enhance their educational, economic, environmental and social potential ". The trustees meet regularly with and all meetings have agenda and recorded minutes.

Chippenham Community Eco Hub

Report of the Trustees **for the Year Ended 31 March 2023**

The independence and self-sufficiency of the Hub has been a cornerstone to the way it has operated in the first year putting people and the community at the front of all work streams and decision making.

While this basic philosophy is the backbone to the organisation, there is also flexibility to accommodate and work with others; albeit this sometimes being the most challenging aspect of Hub work. The fundamental elements of CCHC's business development will continue to be dependent on building mutually beneficial relationships with residents and their organisations.

Local residents

Within that framework, CCHC's success depends on successfully identifying and addressing the needs of residents. The Hub runs to consistently support and attract those experiencing or at risk of social and/or economic exclusion.

As an inclusive organisation there are no exclusion and priority groups include: -

- Older people
- Carers
- People with disability
- Those on low income
- People experiencing "worklessness"
- Those most marginalised from paid employment
- Local ethnic minorities and immigrants
- People with low-skill levels
- Teenage parents
- Families with young children
- Refugees

Organisations worked with and community activities;

Wiltshire College
New College Swindon
Wiltshire Council
Department for Work & Pensions
Education for All
Eco Team
Health and Wellbeing Team
Knatty Knitters
Chippenham Artists
Wiltshire Sight
Rethink Mental Health
Wiltshire and Swindon Youth Commission
North Wiltshire Community Club
Afritha Lace Makers
Chippenham Borough Lands
Building Bridges and Wiltshire Wildlife
Wiltshire Police Anti-Fraud
Rise Trust
Doorway
Samaritans
Wiltshire Read Easy
Waste Not Want Not
Wiltshire Scrapstore
Wiltshire Centre for Independent Living Albare (Unity House)
Alzheimer's Support
Chippenham Rotary Club
Chippenham Transport links

Chippenham Community Eco Hub

Report of the Trustees **for the Year Ended 31 March 2023**

Christians Against Poverty
Citizens Advice Wiltshire
Helping Victims of Domestic Violence
Turning Point
Wiltshire Swindon Credit Union
Fighting Food Hunger in Wiltshire
Ivy Wildlife
Hathaway Surgery
Kandu Arts
Wiltshire Police Fraud Officer
Chippenham BLC
All Yours
Morrison's
Chippenham FM
Ukraine Friendship Group

Compliance with local strategies

There are evident linkages for wider community benefit which identifies CCHC and the activities that are being addressed to reduce social exclusion and transform the community. In addition, the activities envisaged for the Hub are very likely to impact on learning, culture & leisure, healthier communities, and older people.

Business Principles

The CCHC approach is underpinned by social commitment together with four core ethical starting points for community development - Transparency, Accountability, Openness, and Inclusively.

The following policies and procedures are in place reflecting current best practice:

- Data Protection Policy
- Equal Opportunities Policy
- Safeguarding Policy
- Social Media Policy
- Anti-Harassment and Bullying Policy
- Equal Opportunities Policy
- Volunteer Policy

All significant staff and volunteers are DBS checked.

Challenges to come

The Hub evolved quickly and was fortunate to be granted sufficient capital funding from several individuals and organisations to put down the foundations. While the capital funding will not be required in future years, funding to cover the payment of rent, utilities, and salaries are elements will be required and may not always be met in the way funded at present. Business Impact Assessment and Plan has been produced and details plan for future years.

Finance Review - The reserves policy is to make sure there is enough money for the charity to continue to keep working in the community for at least the next 3 months and look to grow this to up to 6 months of running costs.

Principal sources of funding: -

Principal donation: Rent and service charge free accommodation - two-year lease with three-month break clause from U+I Plc.

Chippenham Community Eco Hub

Report of the Trustees
for the Year Ended 31 March 2023

Grant Donations from: Chippenham Town Council; Wiltshire Council Area Board; Chippenham Borough Lands Charity; National Lottery Community Fund; Co-op; Chippenham Rotary Club

General fundraising/in kind. - Volunteers/trustees/manager; Tesco's; Waitrose; Morrisons; Virgin Media; Wiltshire Wood Recycling; CollectEco; Shoestrings Foodservices; members of the community and Knatty Knitters.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
(England and Wales)

Registered Charity number
1193013

Registered office
23 Borough Parade
Chippenham
Wiltshire
SN15 3WL

Trustees
Mrs S E Webb Chairman
K Hibberd Trustee
G McCaffrey Trustee
J Henning Trustee

Independent Examiner
Andy Davis FCA
Mander Duffill
Chartered Accountants
The Old Post Office
41-43 Market Place
Chippenham
Wiltshire
SN15 3HR

Approved by order of the board of trustees on 12th July 2023 and signed on its behalf by:


.....
Mrs S E Webb – Trustee/Chairman

**Independent Examiner's Report to the Trustees of
Chippenham Community Eco Hub**

Independent examiner's report to the trustees of Chippenham Community Eco Hub ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Andy Davis

Andy Davis FCA
The Institute of Chartered Accountants in England and Wales
Mander Duffill Chartered Accountants
The Old Post Office
41-43 Market Place
Chippenham
Wiltshire
SN15 3HR

Date: 27 July 2023

Chippenham Community Eco Hub

Statement of Financial Activities
for the Year Ended 31 March 2023

		31.3.23 Unrestricted fund £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies		<u>44,988</u>	<u>56,553</u>
EXPENDITURE ON			
Raising funds	2	26,896	38,861
Other		<u>340</u>	<u>110</u>
Total		<u>27,236</u>	<u>38,971</u>
NET INCOME		17,752	17,582
RECONCILIATION OF FUNDS			
Total funds brought forward		17,582	-
TOTAL FUNDS CARRIED FORWARD		<u>35,334</u>	<u>17,582</u>

The notes form part of these financial statements

Chippenham Community Eco Hub

Balance Sheet
31 March 2023

	Notes	31.3.23 Unrestricted fund £	31.3.22 Total funds £
FIXED ASSETS			
Tangible assets	6	447	-
CURRENT ASSETS			
Cash at bank and in hand		36,318	17,654
CREDITORS			
Amounts falling due within one year	7	(1,431)	(72)
NET CURRENT ASSETS		<u>34,887</u>	<u>17,582</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>35,334</u>	<u>17,582</u>
NET ASSETS		<u>35,334</u>	<u>17,582</u>
FUNDS	8		
Unrestricted funds		<u>35,334</u>	<u>17,582</u>
TOTAL FUNDS		<u>35,334</u>	<u>17,582</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

Chippenham Community Eco Hub

Balance Sheet - continued

31 March 2023

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on^{12th} ^{July 2023} and were signed on its behalf by:



S E Webb – Trustee/Chairman

The notes form part of these financial statements

Chippenham Community Eco Hub

Notes to the Financial Statements **for the Year Ended 31 March 2023**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: 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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Chippenham Community Eco Hub

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

2. RAISING FUNDS

Raising donations and legacies

	31.3.23	31.3.22
	£	£
Support costs	<u>26,896</u>	<u>38,861</u>

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.23	31.3.22
	£	£
Depreciation - owned assets	149	-
Charity Set Up Costs	-	15,351
Computer Software and Maintenance	<u>203</u>	<u>677</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	<u>56,553</u>
EXPENDITURE ON	
Raising funds	38,861
Other	<u>110</u>
Total	<u>38,971</u>
NET INCOME	17,582
TOTAL FUNDS CARRIED FORWARD	<u>17,582</u>

Chippenham Community Eco Hub

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

6. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
Additions	<u>596</u>
DEPRECIATION	
Charge for year	<u>149</u>
NET BOOK VALUE	
At 31 March 2023	<u><u>447</u></u>
At 31 March 2022	<u><u>-</u></u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Social security and other taxes	1,071	72
Accrued expenses	<u>360</u>	<u>-</u>
	<u><u>1,431</u></u>	<u><u>72</u></u>

8. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	At
	£	£	31.3.23
			£
Unrestricted funds			
General fund	17,582	17,752	35,334
	<u>17,582</u>	<u>17,752</u>	<u>35,334</u>
TOTAL FUNDS			
	<u><u>17,582</u></u>	<u><u>17,752</u></u>	<u><u>35,334</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	44,988	(27,236)	17,752
	<u>44,988</u>	<u>(27,236)</u>	<u>17,752</u>
TOTAL FUNDS			
	<u><u>44,988</u></u>	<u><u>(27,236)</u></u>	<u><u>17,752</u></u>

Chippenham Community Eco Hub

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

8. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	Net movement in funds £	At 31.3.22 £
Unrestricted funds		
General fund	17,582	17,582
TOTAL FUNDS	<u>17,582</u>	<u>17,582</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	56,553	(38,971)	17,582
TOTAL FUNDS	<u>56,553</u>	<u>(38,971)</u>	<u>17,582</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	-	35,334	35,334
TOTAL FUNDS	<u>-</u>	<u>35,334</u>	<u>35,334</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	101,541	(66,207)	35,334
TOTAL FUNDS	<u>101,541</u>	<u>(66,207)</u>	<u>35,334</u>

Chippenham Community Eco Hub

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

Chippenham Community Eco Hub

Detailed Statement of Financial Activities
for the Year Ended 31 March 2023

	31.3.23 £	31.3.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	9,984	15,759
Grants	32,714	38,251
Room Hire	<u>2,290</u>	<u>2,543</u>
	<u>44,988</u>	<u>56,553</u>
Total incoming resources	44,988	56,553
EXPENDITURE		
Other		
Charity Donations	340	-
Staff Training	<u>-</u>	<u>110</u>
	340	110
Support costs		
Management		
Post and Stationery	260	-
Activity Costs	960	-
Charity Set Up Costs	-	15,351
Rates and water	-	368
Insurance	472	472
Light and heat	1,999	2,200
Telephone	648	687
Advertising	400	-
Sundries	950	2,750
Cleaning	<u>258</u>	<u>331</u>
	5,947	22,159
Finance		
Computer Software, Consumables and Maintenance	203	677
Human resources		
Wages	19,256	15,583
Pensions	<u>981</u>	<u>269</u>
	20,237	15,852
Other		
Total Depreciation	149	-

This page does not form part of the statutory financial statements

Chippenham Community Eco Hub

Detailed Statement of Financial Activities
for the Year Ended 31 March 2023

	31.3.23 £	31.3.22 £
Other		
Governance costs		
Accountancy and legal fees	<u>360</u>	<u>173</u>
Total resources expended	<u>27,236</u>	<u>38,971</u>
Net income	<u>17,752</u>	<u>17,582</u>

This page does not form part of the statutory financial statements