



**Chippenham Community Hub**

# TRUSTEES END OF YEAR REPORT

Signed on behalf of the charity's trustees

31st March 2024

Signature Full name: Sandra Elizabeth Webb

Position: Founder and Chair of Trustees

Date: 23<sup>rd</sup> April 2024

[sandie@chippenhamhub.co.uk](mailto:sandie@chippenhamhub.co.uk)



Charity registration number: 1193013

# Trustees Report Year Ending 31 March 2024

## **History**

The Hub evolved from a post covid observation that despite there being many organisations and groups that responded to consequences of the pandemic, there was no central town hub to co-ordinate, assimilate need, and signpost. This recognised need resulted in a small team establishing a totally independent charity that was registered as the Chippenham Community Eco Hub. Some capital funding was established alongside a seed-funding grant from Chippenham Borough Lands Charity who contributed towards employing a manager for the first two years.

The main philosophy was, and is now, that all action and direction is based on what is good for Chippenham.

## **Vision**

Chippenham Community Hub puts the needs of people above all other considerations to serve the community of the town and surrounding villages. It is based on 'Rays Law' that when a person walks through the door with a problem they should walk out on the way to a solution.

## **Charitable Objectives**

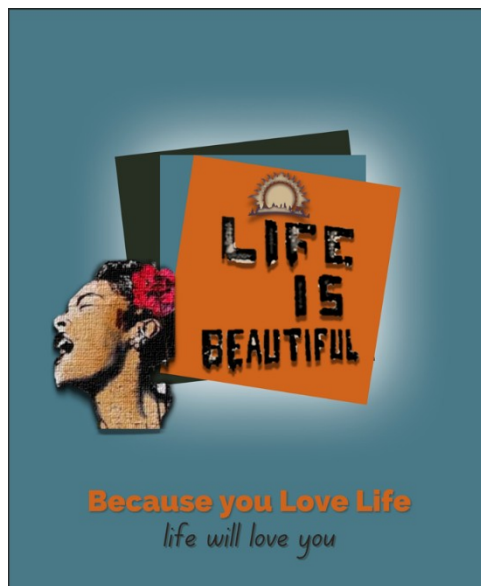
- Operate for public benefit.
- Promote social inclusion/relief of poverty.
- Signpost and disseminate peoples need to registered organisations/charities.
- Promote sustainability and environmental responsibility.
- Operate independently for public benefit.
- Work for and be guided by the needs of the community.

## **Charitable Aims**

- Assist community agencies & neighbourhood groups to offer a range of activities/services and respond to community needs.
- Encourage social inclusivity through 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.

## **2023/2024**

In the third year of its operation 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 organisations embracing a portfolio of best practice ensuring that all necessary policies and procedures are in place.
- Addressing and responded to ongoing local and national community demands.
- Establishing Hub visitors needs and signposting to appropriate services; continuing to build partnerships to ensure effective referral routes.
- Continued to grow the community regeneration vision of Chippenham town centre for the benefit of both its residents and surrounding villages.
- Promote and work to achieve positive mental health.
- Engender a positive environment where community comes first, and people always come before politics and personal agendas.

### **Operational Considerations**

The Hub has a board of four trustees with day-to-day work led by the manager, trustees, and well-trained volunteers all working together. This reflects its basic philosophies 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 agenda items discussed.

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

While this 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 the community and its base organisations.

The Hub consistently supports and attracts those experiencing or at risk of, social and/or economic exclusion.

As an inclusive organisation there are no exclusions with priority groups that include: -

- Older people
- Carers
- People with disability
- Those on low income
- People experiencing “worklessness”
- Those most marginalised from paid employment
- Local ethnic minorities, immigrants, refugees
- The LGBT+ community

### **Partner Organisations and Community Activities:**

Wiltshire Council; Department for Work & Pensions; Chippenham Health and Wellbeing Team; Chippenham Town Centre Development Team; Knatty Knitters/Cast-offs; Chippenham Artists; Wiltshire Sight; Rethink Mental Health; Wiltshire and Swindon Youth Commission; North Wiltshire Community Club; Afritha Lace Makers; Chippenham Borough Lands Charity; Wiltshire Police Anti-Fraud; Doorway; Samaritans; Wiltshire Read Easy; Waste Not Want Not; Wiltshire Scrapstore; Wiltshire Centre for Independent Living; Unity House; Alzheimer's Support; Chippenham Rotary Club; Chippenham Transport links; Christians Against Poverty; Citizens Advice Wiltshire; Helping Victims of Domestic Violence; Turning Point; Fighting Food Hunger in Wiltshire; Ivy Wildlife; Hathaway Surgery; Talk Big C; Warm Room Initiatives; Victim Support.

### **Compliance with local strategies**

There are evidential links to wider community benefits which identify CCHC and the activities that are being addressed to reduce social exclusion and transform the community. In addition, the activities engaged in at the Hub have an 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 Inclusivity.

All legal policies and procedures are in place that reflect current best practice.

All significant staff and volunteers are DBS checked and have First Aid training.

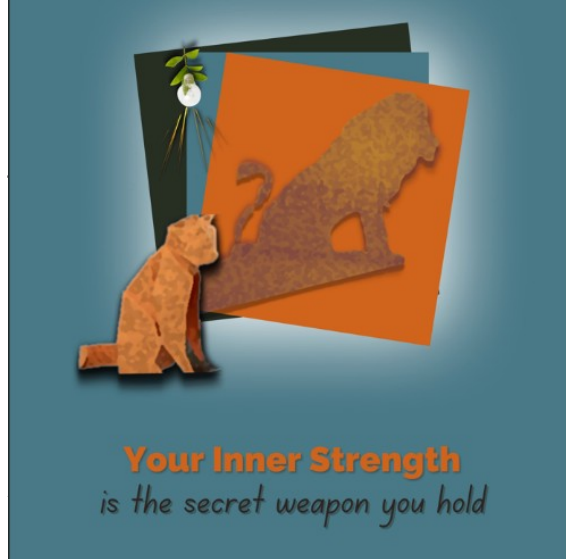
### **Main areas of work and challenges**

After a busy and successful two years the establishment of sustainability was the main aim to achieve in the third year. Following much work by trustees, a three-year grant from the National Lottery Community Fund was awarded in October 2023 to secure the appointment of a Development Manager together with a full-time administrative post to ease the pressures that had been created by demand.

These posts were widely advertised and filled, with a contract for the development role allocated to the existing Hub manager, and the administration role divided between two new part-time members of staff.

The two-year premises lease, which was signed with Evolve Estates in January 2023, had included a three-month clause of lease termination - which was to prove advantageous.

Over the year there were often baffling demands from the Evolve accountancy team and debt collecting agencies for rent/insurance payments that had clearly been paid, and many hours were taken proving, and reproving, these facts which did nothing to assist in the smooth administrative running the Hub.



NO.25.

quires regarding the security of the  
firmed that the lease would not be  
2025.

chaos dealing with the landlord's  
ty of tenure (information was also  
widely advertised during the summer  
d if appropriate alternate tenancy  
for new premises.

also outstripping space with a  
chemes in operation.

was successful found within the  
sq. ft which was double that of

Work began to secure a five-year lease and access grants to facilitate the  
move and by year end both had been achieved with a moving date of  
mid-July 2024.

With the philosophy that the Hub will respond to any local demands that  
are not being addressed, the workload needed addressing and a clarity of  
purpose required to progress and address the question of just what the  
Hubs work involves, and in response six areas of work have been  
classified and the following agreed upon:

## 1) WESSEX WATER CONNECTIONS

**Project scope:** Provide better access to advice and support during the  
cost-of-living crisis and the work of Wessex Water.

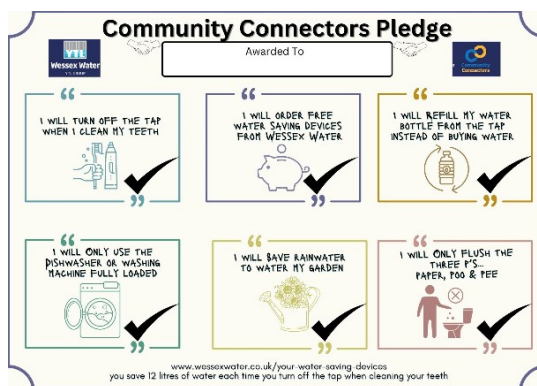
**Objectives:** Ensure face to face consultation to establish the appropriate  
road toward solution to the  
problems presented dealing  
with the whole person not just  
the presented problem.

Education regarding where our  
water comes from and safe  
disposal of tablets.

**Goals:** Offer Support toward  
appropriate referral assistance  
with crisis management to  
avert the spiral of associated  
problems.

### **Financial considerations:**

Grants from Wessex Water Connectors and the National Lottery  
Community Fund.



**\*\* Project ends April 2024 and will then give way to a new area of work and income “*Targeting Health Inequalities*”.**

## **2) NATIONAL NUMERACY**



**Project scope:** Thirty minutes per week per person registered. On the third week to sign up to the national numeracy to begin personal journey

Six-week duration to continue and if still require, other math related sessions (given space) with more bespoke coaching.

Administered by four registered and trained Hub trustees, staff, volunteers.

**Objectives:** Improve basic national numeracy.

Provide better access to advice and support during the cost-of-living crisis.

Continual assistance with personal development to allow improvement after an online assessment.

**Goals:** Combat any personal phobias with maths.

Give basic skills for life using maths.

Produce a log for all to progress and grow in confidence with this ability.

### **Financial considerations:**

Financial support from Skills for Life, Wiltshire Council and National Lottery Community Fund.

## **SIGNPOSTING & ADVICE**

**Project scope:** People are complex! When someone appears at the Hub for advice it rarely a ‘one dimensional’ problem and it is the job of the trained Hub staff and volunteers to work with the individual to enable solutions by signposting the person to those who are trained and have the resources to offer the help that is needed.



**Objectives:** To give advice and direction.

To treat every enquirer with respect, affording individual consultation as appropriate to address the advice or support needed.

Ensure that all advice is supported with follow-up direction.

Be led by the individuals' goals and objectives.

**Goals:** To ensure, where possible, that 'Rays Law' is achieved with professionalism and within laid down guidelines and procedures.

To form advice and support groups as appropriate.

**Financial considerations:**

Made possible by grant from National Lottery Community Fund.

### 3) FRAUD PREVENTION

**Project scope:** There is only one Fraud Prevention Officer (FPO) for the whole of Swindon and Wiltshire, and yet this one area of criminality accounts for 45% of crime in our county.

Working locally in our town we are providing a safe local space with trained staff where people can come along and talk about their fraud experiences and get advice/signposting.

The Hub hosts informative sessions and includes regular social media postings under the strapline of '*Together we can Kick Fraud Out of Our Town*'.

This has been successful both locally and nationally, and it is a scheme that is about to be rolled out to other towns in Wiltshire.

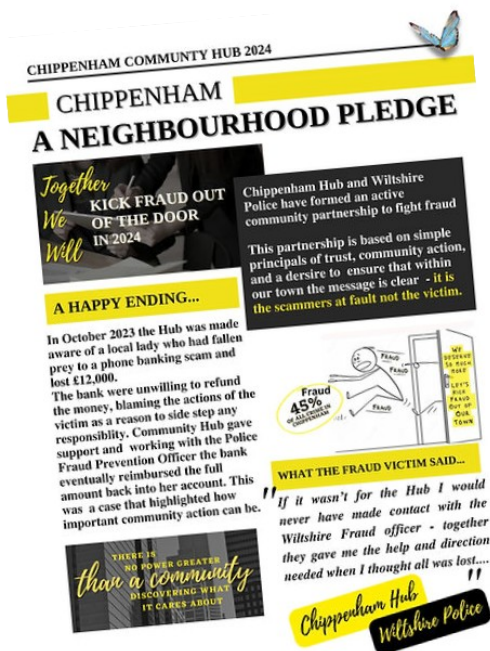
**Objectives:** Support, information, signposting.

It is almost always true that people who have been scammed blame themselves, but at the Hub we emphasise that it is the scammer, not the

scammed, who are the ones at fault.

Contrary to this, but because of this self-perception, it is often found that those who have been scammed will not see themselves as victim and will refuse to make a report to Victims Support, and without these actions their statistics do not reach the FPO.

**Goals:** The goal is to be the go-to 'arm around the shoulder' and information point that is so needed by victims of this crime, and alongside this is to both assist the police with 'on-the-ground' information and to help publicise national campaigns for trending iterations of fraud. Continuous training for staff and volunteers is essential to keep up with this every expanding area of crime in our town.



**Financial considerations:**

Made possible by a small grant from the Police Commissioners Fund and the National Lottery Community Fund.

#### 4) COMBATING SOCIAL ISOLATION

**Project scope:** This project has no beginning or end date; it grows exponentially according to the needs of the community and is one of the core historic reasons for the formation of the Hub post covid.

While we endeavour to deliver group sessions in specific areas to help combat this, there is also great scope for groups that just get likeminded people together to talk, play games, take part in quizzes, or simply be.

**Objectives:** The simple objective is to offer a safe, warm, non-judgemental, and

welcoming place in which people can be encouraged to visit and move outside of the 'safety' of their own home space. Social isolation and loneliness can be as big a killer as any physical disease but is one that can be so effectively eradicated with love, time, facilities, and focus.

**Goals:** To continue in the offer above enabling those that suffer isolation to means to access a safe place in which they feel welcome and can form relationships according to their personal requirements. The ability to move on to other less supported activities when ready is

encouraged by the formation of friendship networks.

#### **Financial considerations:**

Made possible by a grant from the Wiltshire Community Foundation Social Isolation fund, contributions from participants, local business donations, and the National Lottery grant.

#### 5) HEALTH & WELLBEING

**Project scope:** The Health and Wellbeing Team are a proactive, cross-discipline, group of people from both the statutory and voluntary/community who are led by actions, collaboration, and deeds, to improve the lives of those who live in Chippenham and the surrounding villages.

**Objectives:** To network and promote positive health and wellbeing throughout Chippenham and its adjacent villages. A one stop shop for positive mental health and social inclusivity.



**Goals:** To enable an understanding between the Chippenham neighbourhood and its voluntary and statutory organisations. Work with, and promote, good mental and physical health for all members of the community.

To provide the opportunity for members to network and share information about organisations and projects providing health and social care services in the area and raise awareness about any issues in the provision of health and social care.

**Financial considerations:**

National Lottery Community Fund & hosted by Chippenham Borough Lands Charity.

*\*\* Project ends April 2024 when this will become the sole responsibility of the Hub and an application will be made to Chippenham and Villages Area Board for funding to cover costs alongside the contribution toward the Hub administration by the National Lottery.*

**6) TOWN CENTRE REGENERATION**

**Project scope:** After the pandemic there was an increase in the numbers of people coming into the town centre for recreational reasons because it offered a great place for the community to get together, to linger, and to belong.

This proved not to be just a 'post covid trend' and it is something that continues to this day. It is also a trend that is seen national and will contribute to the way in which our town develops into the future.

With no BID, Chamber of Commerce, or other organisation in the town and little reference to this area of town life in the Corporate Strategic plan of

the Town Council, the formation of community groups, with both business and neighbourhood members, makes this project one that is ongoing with its scope only restricted by available finance and individual commitment. Over the past three years the movement has grown exponentially, and there is no reason to expect this level of work and engagement to reduce in the coming years.



**Objectives:** The purpose of CCTT is to bring together members who have an active interest in the regeneration, economic development, and future of Chippenham town centre.

The creation of four Quarter, each with its own working group, allows for appropriate Place Making that is based on each area's requirements with an overarching Town Team that is working closely with the MP led Chippenham Partnership Board.

Through the chair it is a member of the influential Institute of Place Management, which is based at Manchester University working on the various iterations of town centre regeneration.

All members of the movement abide by the guiding principles demonstrated in its Terms of Reference.

**Goals:**

# Role of Member and Member Organisations

- Play an 'ambassador' role for Chippenham and should have a willingness to commit time to the role (as available).
- Support the activities and priorities decided on by the Chippenham Community Town Team.
- Contribute to the overall strategy of economic recovery, growth, and regeneration in Chippenham through ownership of the overall program of activity.
- Adhere to any agreed communications and reporting strategy.
- Work together with other partners in helping to develop and implement individual action plans for each of the four Quarters.
- Assist in the achievement of Town Quarters priorities insofar as they are consistent with the Town Team, including the sharing of information for development and monitoring purposes of agreed action plans.
- Ensure that all meetings shall be notified with full agendas and minutes circulated to members.
- Represent the will of the Town Team and attend, take part in, report back on, the activity of the Chippenham Partnership Board and other statutory bodies as appropriate and ensure that all conditions of the Memorandum of Understanding with Wiltshire Council/Chippenham Town Council, are honoured



Artisans Quarter



River & Rail Quarter



High Street Quarter



Heritage Quarter

## Financial considerations:

Administration support by the National Lottery Community Fund grant and now working toward a new partnership with Wiltshire Council, Chippenham Town Council, and significant business partners for 2024/2025.

## Other considerations/significant activities

*Business Impact Assessment and Plan*

*Finance Review:* The reserves policy was to maintain to ensure availability of working capital for a period of three months of running costs. Due to diligence, and despite an increase in scope and expenditure due to demand, this has now been increased to four months.

*Principal sources of funding:* National Lottery Community Fund, Wessex Water, Screwfix, Wiltshire Community Foundation

*General fundraising/in kind/volunteers/trustees/manager;* Tesco's; Waitrose; Morrisons; Shoestrings Foodservices; Waterstones; Nat West Bank; Crochet group; Crafty Crafters Community groups, and donations by members of the Chippenham community.



Social media: - [www.chippenhamhub.com](http://www.chippenhamhub.com);  
[www.chippenhamcommunitytownteam.com](http://www.chippenhamcommunitytownteam.com)

Facebook: chippenhamhub

Twitter: @chippenhamhub

Instagram: Chippenhamhub

Linkedin: chippenhamcommunity MIPM

**Trustees:** Sandie Webb, Founder and Chair of Trustees; Ross Henning, Maintenance Trustee; Ian Hibberd, Education Trustee; George McCaffery, Grants Trustee

The trustees declare that they have approved the trustees report above.

George McCaffery.....Dated.....

Ian Hibberd.....Dated.....

Ross Henning.....Dated.....

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

**Report of the Trustees and Financial Statements**  
**for the Year Ended 31 March 2024**  
**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 2024**

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**Chippenham Community Eco Hub**

**Report of the Trustees**  
**for the Year Ended 31 March 2024**

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 2024. 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).

**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 I Hibberd Trustee  
G McCaffrey Trustee  
J Henning Trustee

**Company Secretary**

**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 ..... and signed on its behalf by:

.....  
J Henning - Trustee

**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 2024.

**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 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: .....

**Chippenham Community Eco Hub**

**Statement of Financial Activities**  
**for the Year Ended 31 March 2024**

|                                        |       | 31.3.24<br>Unrestricted<br>fund<br>£ | 31.3.23<br>Total<br>funds<br>£ |
|----------------------------------------|-------|--------------------------------------|--------------------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>      | Notes |                                      |                                |
| Donations and legacies                 |       | <u>63,251</u>                        | <u>44,988</u>                  |
| <br><b>EXPENDITURE ON</b>              |       |                                      |                                |
| Raising funds                          | 2     | 50,267                               | 26,896                         |
| Other                                  |       | <u>504</u>                           | <u>340</u>                     |
| <b>Total</b>                           |       | <u>50,771</u>                        | <u>27,236</u>                  |
| <br><b>NET INCOME</b>                  |       | 12,480                               | 17,752                         |
| <br><b>RECONCILIATION OF FUNDS</b>     |       |                                      |                                |
| Total funds brought forward            |       | <u>35,334</u>                        | <u>17,582</u>                  |
| <br><b>TOTAL FUNDS CARRIED FORWARD</b> |       | <u><u>47,814</u></u>                 | <u><u>35,334</u></u>           |

The notes form part of these financial statements

**Chippenham Community Eco Hub**

**Balance Sheet**  
**31 March 2024**

|                                              | Notes | 31.3.24<br>Unrestricted<br>fund<br>£ | 31.3.23<br>Total<br>funds<br>£ |
|----------------------------------------------|-------|--------------------------------------|--------------------------------|
| <b>FIXED ASSETS</b>                          |       |                                      |                                |
| Tangible assets                              | 6     | 522                                  | 447                            |
| <b>CURRENT ASSETS</b>                        |       |                                      |                                |
| Debtors                                      | 7     | 78                                   | -                              |
| Cash at bank and in hand                     |       | <u>48,060</u>                        | <u>36,318</u>                  |
|                                              |       | 48,138                               | 36,318                         |
| <b>CREDITORS</b>                             |       |                                      |                                |
| Amounts falling due within one year          | 8     | (846)                                | (1,431)                        |
|                                              |       | <u>          </u>                    | <u>          </u>              |
| <b>NET CURRENT ASSETS</b>                    |       | <u>47,292</u>                        | <u>34,887</u>                  |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b> |       | <u>47,814</u>                        | <u>35,334</u>                  |
|                                              |       | <u>          </u>                    | <u>          </u>              |
| <b>NET ASSETS</b>                            |       | <u>47,814</u>                        | <u>35,334</u>                  |
| <b>FUNDS</b>                                 | 9     |                                      |                                |
| Unrestricted funds                           |       | <u>47,814</u>                        | <u>35,334</u>                  |
| <b>TOTAL FUNDS</b>                           |       | <u>47,814</u>                        | <u>35,334</u>                  |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 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.

**Chippenham Community Eco Hub**

**Balance Sheet - continued**

**31 March 2024**

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 ..... and were signed on its behalf by:

.....  
S E Webb - Trustee

.....  
G McCaffrey - Trustee

.....  
K I Hibberd - Trustee

.....  
J Henning - Trustee

The notes form part of these financial statements

**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.

Computer equipment - 25% on cost

**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 2024**

**2. RAISING FUNDS**

**Raising donations and legacies**

|               |               |               |
|---------------|---------------|---------------|
|               | 31.3.24       | 31.3.23       |
|               | £             | £             |
| Support costs | <u>50,267</u> | <u>26,896</u> |

**3. NET INCOME/(EXPENDITURE)**

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

|                             |            |            |
|-----------------------------|------------|------------|
|                             | 31.3.24    | 31.3.23    |
|                             | £          | £          |
| Depreciation - owned assets | 224        | 149        |
| Other operating leases      | <u>314</u> | <u>203</u> |

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

**5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

|                                    |                           |
|------------------------------------|---------------------------|
|                                    | Unrestricted<br>fund<br>£ |
| <b>INCOME AND ENDOWMENTS FROM</b>  |                           |
| Donations and legacies             | <u>44,988</u>             |
| <b>EXPENDITURE ON</b>              |                           |
| Raising funds                      | 26,896                    |
| Other                              | <u>340</u>                |
| <b>Total</b>                       | <u>27,236</u>             |
| <b>NET INCOME</b>                  | 17,752                    |
| <b>RECONCILIATION OF FUNDS</b>     |                           |
| Total funds brought forward        | 17,582                    |
| <b>TOTAL FUNDS CARRIED FORWARD</b> | <u>35,334</u>             |

**Chippenham Community Eco Hub**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 March 2024**

**6. TANGIBLE FIXED ASSETS**

|                       |                            |
|-----------------------|----------------------------|
|                       | Computer<br>equipment<br>£ |
| <b>COST</b>           |                            |
| At 1 April 2023       | 596                        |
| Additions             | <u>299</u>                 |
| At 31 March 2024      | <u>895</u>                 |
| <b>DEPRECIATION</b>   |                            |
| At 1 April 2023       | 149                        |
| Charge for year       | <u>224</u>                 |
| At 31 March 2024      | <u>373</u>                 |
| <b>NET BOOK VALUE</b> |                            |
| At 31 March 2024      | <u><u>522</u></u>          |
| At 31 March 2023      | <u><u>447</u></u>          |

**7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|               |           |          |
|---------------|-----------|----------|
|               | 31.3.24   | 31.3.23  |
|               | £         | £        |
| Other debtors | <u>78</u> | <u>-</u> |

**8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                                 |                   |                     |
|---------------------------------|-------------------|---------------------|
|                                 | 31.3.24           | 31.3.23             |
|                                 | £                 | £                   |
| Social security and other taxes | 450               | 1,071               |
| Accrued expenses                | <u>396</u>        | <u>360</u>          |
|                                 | <u><u>846</u></u> | <u><u>1,431</u></u> |

**9. MOVEMENT IN FUNDS**

|                           |                      |                             |                      |
|---------------------------|----------------------|-----------------------------|----------------------|
|                           | At 1.4.23            | Net<br>movement<br>in funds | At<br>31.3.24        |
|                           | £                    | £                           | £                    |
| <b>Unrestricted funds</b> |                      |                             |                      |
| General fund              | 35,334               | 12,480                      | 47,814               |
|                           | <u>35,334</u>        | <u>12,480</u>               | <u>47,814</u>        |
| <b>TOTAL FUNDS</b>        | <u><u>35,334</u></u> | <u><u>12,480</u></u>        | <u><u>47,814</u></u> |

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

|                           |                       |                        |                      |
|---------------------------|-----------------------|------------------------|----------------------|
|                           | Incoming<br>resources | Resources<br>expended  | Movement<br>in funds |
|                           | £                     | £                      | £                    |
| <b>Unrestricted funds</b> |                       |                        |                      |
| General fund              | 63,251                | (50,771)               | 12,480               |
|                           | <u>63,251</u>         | <u>(50,771)</u>        | <u>12,480</u>        |
| <b>TOTAL FUNDS</b>        | <u><u>63,251</u></u>  | <u><u>(50,771)</u></u> | <u><u>12,480</u></u> |

**Chippenham Community Eco Hub**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 March 2024**

**9. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

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

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

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

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

|                           | At 1.4.22<br>£ | Net<br>movement<br>in funds<br>£ | At<br>31.3.24<br>£ |
|---------------------------|----------------|----------------------------------|--------------------|
| <b>Unrestricted funds</b> |                |                                  |                    |
| General fund              | 17,582         | 30,232                           | 47,814             |
|                           | <hr/>          | <hr/>                            | <hr/>              |
| <b>TOTAL FUNDS</b>        | <u>17,582</u>  | <u>30,232</u>                    | <u>47,814</u>      |

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

|                           | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b> |                            |                            |                           |
| General fund              | 108,239                    | (78,007)                   | 30,232                    |
|                           | <hr/>                      | <hr/>                      | <hr/>                     |
| <b>TOTAL FUNDS</b>        | <u>108,239</u>             | <u>(78,007)</u>            | <u>30,232</u>             |

**Chippenham Community Eco Hub**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 March 2024**

**10. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2024.

**Chippenham Community Eco Hub**

**Detailed Statement of Financial Activities**  
**for the Year Ended 31 March 2024**

|                                                | 31.3.24<br>£  | 31.3.23<br>£  |
|------------------------------------------------|---------------|---------------|
| <b>INCOME AND ENDOWMENTS</b>                   |               |               |
| <b>Donations and legacies</b>                  |               |               |
| Donations                                      | 4,489         | 9,984         |
| Grants                                         | 57,732        | 32,714        |
| Room Hire                                      | <u>1,030</u>  | <u>2,290</u>  |
|                                                | <u>63,251</u> | <u>44,988</u> |
| <b>Total incoming resources</b>                | 63,251        | 44,988        |
| <b>EXPENDITURE</b>                             |               |               |
| <b>Other</b>                                   |               |               |
| Charity Donations                              | -             | 340           |
| Staff Training                                 | <u>504</u>    | <u>-</u>      |
|                                                | 504           | 340           |
| <b>Support costs</b>                           |               |               |
| <b>Management</b>                              |               |               |
| Post and Stationery                            | -             | 260           |
| Activity Costs                                 | 1,067         | 960           |
| Insurance                                      | 310           | 472           |
| Light and heat                                 | 1,236         | 1,999         |
| Telephone                                      | 858           | 648           |
| Advertising                                    | 2,034         | 400           |
| Sundries                                       | 537           | 950           |
| Cleaning                                       | 169           | 258           |
| Rent                                           | <u>13,764</u> | <u>-</u>      |
|                                                | 19,975        | 5,947         |
| <b>Finance</b>                                 |               |               |
| Computer Software, Consumables and Maintenance | 314           | 203           |
| <b>Human resources</b>                         |               |               |
| Wages                                          | 28,122        | 19,256        |
| Pensions                                       | <u>1,236</u>  | <u>981</u>    |
|                                                | 29,358        | 20,237        |
| <b>Other</b>                                   |               |               |
| Total Depreciation                             | 224           | 149           |
| <b>Governance costs</b>                        |               |               |
| Accountancy and legal fees                     | <u>396</u>    | <u>360</u>    |
| <b>Total resources expended</b>                | <u>50,771</u> | <u>27,236</u> |
| <b>Net income</b>                              | <u>12,480</u> | <u>17,752</u> |

This page does not form part of the statutory financial statements

**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 2024.

**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 FCA  
The Institute of Chartered Accountants in England and Wales

Mander Duffill  
Chartered Accountants  
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