

Trustees' annual report for 01 September 2021 - 31 December 2022

Charity Name Valley Park Community Association

Registered Charity Number 1195396

OBJECTIVES AND ACTIVITIES

Summary of the objects of the charity set out in its government document

The objects of the CIO are:

- (1) To promote the benefit of the inhabitants of Valley Park and the neighbourhood without the distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants 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 recreational and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

In furtherance of these objects but not otherwise, trustees shall have power:

To establish, or secure the establishment of, a Community Centre and to maintain and manage the same in furtherance of these objects;

The Association shall be non-party in politics and non-sectarian in religion.

Summary of the main activities undertaken for the public benefit in relation to these objects

In keeping with the recreational objectives of the Association we used funding from The National Lottery Community Fund and Valley Park Parish Council to finance a Community Engagement Coordinator for 16 hours per week.

Surface improvements to the playground were completed using a combination of CIO unrestricted funds, a grant from The Co-operative Bank Community Fund, and also a contribution from Test Valley Borough Council Community Asset Fund which was paid directly to the supplier.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

Regard has been given to Triennial review 2017 amendments and to the guidance issued by the Charity Commission on public benefit.

Additional information

We have a band of volunteers who give up a considerable amount of time to assist the running and operations of Valley Park Community Association and the Trustees are extremely grateful for each and every one of those volunteers. In particular we have approximately 90 volunteers who distribute our magazine "The Valley Park Voice" ten months of the year which has been particularly important during the isolation of lockdowns over the past 12 months.

ACHIEVEMENTS AND PERFORMANCE

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole

Valley Park Community Association (1195396), CIO, replaced Valley Park Community Association (900526), unincorporated charity, on 01 September 2021. All assets, liabilities and contracts at this

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time were adopted by the CIO. This reduced liability on individual trustees and allowed us to retain and recruit new members therefore securing the ongoing management of the Community Centre.

VPCA manages not only the Community Centre, local magazine (Valley Park Voice) but employs a Centre Manager, Community Engagement Coordinator, Caretaker and Cleaner.

The Community Engagement Coordinator role has allowed the provision of a Community Summer Fayre, Litter Picking, Halloween Events, Christmas Fayre and Santa's Workshops. Members of the local community attended and supported these recreational events, providing lots of opportunities for improved socialisation, to the benefit of everyone's mental health. Employing a Community Engagement Coordinator to run events benefits the Community, so whilst we would like to make a small amount of money on these the main aim is to bring the Community together and for them to have a focal point as we continue to recover from Covid and that the Centre is seen as it's described... the Centre of the Community! I hope that this will promote more hirers, and more income for us to reinvest.

We continue to make small improvements to the Community Centre which include surface improvements to the playground, overhauling the heating system so that the Centre continues to provide an ideal venue for recreation and leisure time occupation.

We continue to improve our social media presence and regularly update the website to keep beneficiaries informed of ongoing recreational opportunities at the Centre and hiring availability.

The Valley Park Voice has continued to be a source of information to the Community. This publication produces ten editions per year in both hard and electronic copy to ensure inclusion to all beneficiaries.

We are holding our first AGM in accordance with our Constitution on 28 February 2023. We have started a membership scheme.

Our financial situation has stabilised allowing us to make and plan future improvements to the Centre.

FINANCIAL REVIEW

Review of the charity's financial position at the end of the period

We are in a positive financial position having marketed ourselves well to encourage increased usage of the Centre as venue hire remains our main income stream. The main sources of unrestricted funds during the year were Hiring, Advertising in the Valley Park Voice magazine and event fundraising.

Advertising in the Voice and running of events has bolstered our financial position allowing us to plan for future improvements to the Centre. Planning will take place in the next financial year following the AGM and instatement of the Committee.

In the year the charity received the following grants:

- £3,000 from Valley Park Parish Council as restricted funds towards the ongoing Community Engagement Project which was utilised in the current year.
- £10,000 from The National Lottery Community Fund as restricted funds for the ongoing Community Engagement Project. £6,556 remains which is shown in restricted funds at the year end.

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- £2,667 Omicron Hospitality and Leisure Grant from Test Valley Borough Council which was utilised as unrestricted funds in the current year.
- £1,000 from The Co-operative Bank Customer Donation Fund as restricted funds for the Playground Refurbishment Project which was utilised in the year.

The charity also benefited from £3,435 from the Test Valley Borough Council Community Asset Fund which reduced the cost of the Playground Refurbishment Project. This was transferred within Test Valley Borough Council who invoiced VPCA the remaining balance of £3,459 shown in Centre Improvements. £1,000 was paid from The Co-operative Bank Customer Donation Fund grant with the remaining balance being paid from core funds. Work was completed within the year.

A heating control system was installed at a cost of £640 as shown in Centre Improvements.

Independent examiner costs of £360 and payroll services costs of £546 are included within centre administration expenses.

The charity employed 6 staff during the year. There are no employees who receive employee benefits of more than £60,000.

None of the Trustees have been paid any remuneration or received any benefits from an employment with the charity in the year.

No Trustee expenses have been incurred by the charity in the year.

The charity benefits from approximately 90 volunteers for newsletter distribution and a further 10 ad hoc volunteers for events.

Statement explaining the policy for holding reserves stating why they are held

Per the reserve policy: "The trustees wish to ensure that they hold sufficient reserves to cover 9-12 months running costs."

Financial Year End 2022 unrestricted general expenditure was £64,130 for 16 months. Therefore, to cover 9-12 months running costs, the reserves should be approximately £36,073-£48,098.

Amount of reserves held

$£64,130 / 16 \times 10.5 = £42,085$ to be held in reserve for the forthcoming year.

Reasons for holding zero reserves

Not applicable.

Details of fund materially in deficit

Not applicable.

Explanation of any uncertainties about the charity continuing as a going concern.

Not applicable.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Description of charity's trusts:

Not applicable

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Type of governing document

Constitution

How is the charity constituted

CIO

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees

Appointment of charity trustees:

- (1) At the first annual general meeting of the members of the CIO all the charity trustees shall retire from office.
- (2) At every subsequent annual general meeting of the members of the CIO, one third of the charity trustees shall retire from office. If the number of charity trustees is not three or a multiple of three, then the number nearest to one-third shall retire from office, but if there is only one charity trustee, he or she shall retire;
- (3) The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. If any trustees were last appointed or reappointed on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot;
- (4) The vacancies so arising may be filled by the decision of the members at the annual general meeting; any vacancies not filled at the annual general meeting may be filled as provided in sub-clause (5) of this clause;
- (5) The members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed in accordance with clause 15 (Retirement and removal of charity trustees), or as an additional charity trustee, provided that the limit specified in clause 12(3) on the number of charity trustees would not as a result be exceeded;
- (6) A person so appointed by the members of the CIO shall retire in accordance with the provisions of sub-clauses (2) and (3) of this clause. A person so appointed by the charity trustees shall retire at the conclusion of the next annual general meeting after the date of his or her appointment, and shall not be counted for the purpose of determining which of the charity trustees is to retire by rotation at that meeting.

Reappointment of charity trustees:

Any person who retires as a charity trustee by rotation or by giving notice to the CIO is eligible for reappointment.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name	Valley Park Community Association
Other name the charity uses	None
Registered Charity number	1195396
Charity's principle address	Community Centre, Pilgrims Close, Valley Park, Chandlers Ford, SO53 4ST

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Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Robert Jenkins	Chair		
2	Les Berridge	Vice-Chair		
3	James Crawford	Treasurer		
4	Linda Gray	Secretary		
5	Sarah McClelland			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

None

Name of trustees holding title to property belonging to the charity

None

FUNDS HELD AS CUSTODIAN TRUSTEES ON BEHALF OF OTHERS

Not applicable

EXEMPTIONS FROM DISCLOSURE

Reason for non-disclosure of key personnel details

Not applicable.

OTHER OPTIONAL INFORMATION

None.

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DECLARATIONS


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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary,
Chair, etc)

	
Robert Ian Jenkins	
Chair	

Date

01.04.23



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Valley Park Community Association

On accounts for the year
ended

31 December 2022

Charity no
(if any)

1195396

Set out on pages

1-10

(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 / 12 / 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 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.

Signed:

Date:

01/02/2023

Name:

BarkerBarnes & CO

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

ICAEW

Address:

9 Horseshoe Drive, Romsey, Hampshire, SO51 7TP

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.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Valley Park Community Association

No (if any):
1195396

CC16a

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01-Sep-21		31-Dec-22

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 £
A1 Receipts					
Transferred from Charity No. 900526	52,040	2,449	-	54,489	-
Room hire	48,030	-	-	48,030	-
Magazine advertising	25,003	-	-	25,003	-
Bank interest	47	-	-	47	-
Grants	2,667	14,000	-	16,667	-
Voluntary receipts	35	-	-	35	-
Fundraising events	5,038	-	-	5,038	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	132,860	16,449	-	149,309	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	132,860	16,449	-	149,309	-
A3 Payments					
Insurance	426	-	-	426	-
Magazine printing costs	17,477	-	-	17,477	-
Telephone & internet	1,198	-	-	1,198	-
Centre administration	1,997	149	-	2,146	-
Salaries & pension	30,233	8,402	-	38,635	-
Light & Heating	3,198	-	-	3,198	-
Cleaning	4,370	-	-	4,370	-
Water & sewerage	359	-	-	359	-
Printer	73	-	-	73	-
Maintenance, repairs & renewals	2,732	-	-	2,732	-
Fundraising / events	1,705	-	-	1,705	-
Governance costs	360	-	-	360	-
Sub total	64,130	8,551	-	72,681	-
A4 Asset and investment purchases. (see table)					
Centre improvements	3,313	1,000	-	4,313	-
Purchase of fixed assets	1,618	332	-	1,950	-
Sub total	4,931	1,332	-	6,263	-
Total payments	69,061	9,883	-	78,943	-
Net of receipts/(payments)	63,799	6,566	-	70,366	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	63,799	6,566	-	70,366	-

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 £
B1 Cash funds	Current account	26,574	6,566	-
	Reserve account	37,225	-	-
		-	-	-
	Total cash funds	63,799	6,566	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

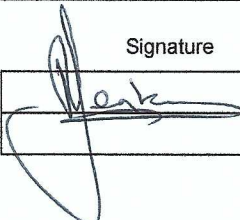
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Debtors	3,765	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Community Centre	Unrestricted	-	-
	Computers and office equipment	Unrestricted	-	-
	Folding tables & stacking chairs	Unrestricted	-	-
	Event equipment	Unrestricted	-	-
	Furniture, fixtures & fittings	Unrestricted	-	-
	CCTV	Unrestricted	-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Creditors	unrestricted	443	
	Credit on account & hire deposits	unrestricted	866	
	Community engagement project	restricted	6,566	
			-	
			-	

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

Signature	Print Name	Date of approval
	Ian Jenkins	01.02.23