



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 04 2023	To	31 03 2024

Section A Reference and administration details

Charity name Paston & Gunthorpe Community Association

Other names charity is known by N/A

Registered charity number (if any) 266181

Charity's principal address Community Centre, Hallfields Lane

Gunthorpe

Peterborough

Postcode PE4 7YH

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	Mr G Pearson	Chairperson		Membership
2	Mrs R Hughes	Vice Chairperson		Membership
3	Ms A Bancroft	Secretary		Membership
4	M Gregory			Membership
5	Mrs M Woods			Membership
6	Mrs R Hughes			Membership
7	Mrs R Brien			Membership
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

(eg. trust deed, constitution)

Constitution

How the charity is constituted

(eg. trust, association, company)

Association

Trustee selection methods

(eg. appointed by, elected by)

Elected by membership & Co-opted by Managing Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Association is managed by its 3 officers and 4 Managing Trustees. The building is managed by a paid Centre Co-ordinator.

Section C Objectives and activities

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

The objects of the Association are to: -

(a) promote the benefit of the inhabitants of Paston and Gunthorpe and the neighbourhood defined "the area of benefit" without distinction of sex or of political, religious, or other opinions by associating the local authorities, voluntary organisations, and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

(b) establish or secure the establishment of a Community Centre (hereinafter called "the Centre") and to maintain and manage the same (whether alone or in co-operation with the local authority or other person or body) in furtherance of these objects.

(c) promote such other charitable purposes as may from time to time be determined. The Association shall be non-party in politics and non-sectarian in religion and not to discriminate in race or gender.

The Managing Trustees have paid due regard to the guidance issued by the Charity Commission on the public benefit in the advancement of community development.

Make the building available for hire to local groups, individuals, and commercial hirers that provide a service for the local community.

Make the building available for the local community to hire at affordable prices.

Make the building available for elections (polling station)

The Association has its own sections that provide activities for its members as well as having affiliated groups and commercial hirers that supply a similar service.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making.
- policy programme related investments.
- contribution made by volunteers.

Volunteers are an essential part of the Association ability to function. The trustees recognise the commitment and effort put in by all its volunteers.

Additional funds are having to be set aside to cover for general and essential repairs to the building. The main reason is government cuts to council budgets, which are preventing the council from complying with its lease obligation to carry out the necessary repairs to the building.

7 of this year's Officers & Trustees have agreed to put their names forward for 2023/24 elections.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Pre-covid, 90% of bookings were from people living in our area of benefit but since covid restrictions were lifted we have seen a rise in the number of bookings from people who live outside our area of benefit. Some of this is down to several Community Centres closing due to cost of running their buildings or not being able to get trustees to manage the buildings. This has left a void in the city of places to hire.

Another growth area in bookings is health awareness classes for the local community, such as pre-diabetic, weight management and exercise classes.

Most of our weekly groups that hire the centre have seen their numbers attending getting close to pre-covid levels.

The Centre is well used compared with a lot of other Community Centres in the city.

The large hall and foyer area was re-decorated in August 2023.

Windows and fire doors of the building are in a poor state of repair and badly need replacing.

PCC have finally agreed to replace the wooden external windows and doors with UPVC windows and aluminium doors, work is due to commence in May 2024.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Association aim is to have at least 100% of previous year's expenditure in reserve. Also, a fund needs to be built up to cover repairs and replacements due to the part withdrawal of Peterborough City Council funding towards Community buildings.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity’s principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

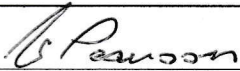
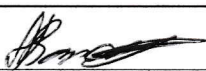
The Association ended with a surplus of funds for this financial year.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity’s trustees

Signature(s)		
Full name(s)	Mr G Pearson	Ms A Bancroft
Position (eg Secretary, Chair, etc)	Chairperson	Secretary
Date	30/03/2024	

PASTON & GUNTHORPE
COMMUNITY ASSOCIATION

STATEMENT OF ACCOUNTS
FOR YEAR ENDED
31ST MARCH 2024

AUDITOR'S REPORT

I have prepared the attached Income & Expenditure Account for the year ended 31st March 2024 and the Balance Sheet as at that date from the books, records, information, and explanations received from the Officers of the Association.

Due to the nature of the income received by the Association my examination and audit have been restricted to the entries in the books and records.

From that examination of the books and records it is my opinion that the Income and Expenditure Account correctly reflects the entries which appear in the books and records for the year ended 31st March 2024.

K. T. J. DALTON FCCA

Auditor, 14th May 2024

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2024

2023		2024
£		£
	Income	
37,462	Hire of Halls (note 1)	38,304
1,511	Income from Sections (note 2)	1,202
6,251	Fund Raising (note 3)	6,023
1,334	Refreshments (note 4)	486
210	Bar Income	440
196	Membership	230
204	Interest Received	1661
<u>50</u>	Misc Income	<u>15</u>
47,218		48,361

INCOME AND EXPEDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2024

2023		2024
£		£
47,218	Total Income Brought Forward	48,361
	Less Expenditure	
1,213	General and Water Rates	1,738
4,016	Light and Heat	5,006
327	Security Maintenance	1,050
390	Telephone	1,015
12,245	Cleaning (Wages and Materials)	13,749
1,496	Repairs and Renewals	5,121
411	Printing, Postage, Stationery and Advertising	404
25	AGM Expenses	62
1,183	Book-keeping, Payroll and Audit	1,209
986	Insurance	1,033
520	Christmas Parties	155
985	Licences & Sundry Expenses	572
568	Officers' Expenses	690
5,745	Centre Co-Ordinator	5,724
580	Depreciation	580
<u>30,690</u>		<u>38,108</u>
16,528	Surplus for the year	10,253

BALANCE SHEET AS AT 31ST MARCH 2024

2023			2024
£			£
	<u>Fixed Assets</u>		
1,850	Equipment Brought Forward	1,720	
<u>450</u>	Additional Costs	<u>0</u>	
2,300		1,720	
580	Less Depreciation	580	
1,720			1,140
	<u>Current Assets</u>		
1,248	Stock	1,060	
0	Debtors	0	
26,081	Cash at Bank Current Account	15,521	
135,691	Active Saver Account	157,352	
<u>500</u>	Cash in Hand	<u>500</u>	
163,520		174,433	
	<u>Current Liabilities</u>		
1,504	Creditors and Accruals	1,585	
<u>162,016</u>	Net Current Assets	<u>172,848</u>	
163,736		173,988	
	<u>Financed By</u>		
128,578	Acumulated Brought Forward	145,105	
16,528	Surplus for Year	10,253	
145,106			155,358
<u>18,630</u>	Future Building Maintenance Fund	<u>18,630</u>	
163,736		173,988	

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

NOTE 1

Hire of Hall

2023		2024
£		£
37,462	Private Lettings	38,304
<u>37,462</u>		<u>38,304</u>

NOTE 2

Income from Sections

£		£
1,094	Bingo	659
<u>417</u>	Whist	<u>543</u>
1,511		1,202

NOTE 3

Fund Raising

£		£
1,476	Football Cards	1,412
1,898	Last Number	1,656
<u>2,877</u>	Raffles	<u>2,955</u>
6,251		6,023

NOTE 4

Refreshments

£		£
2,468	Income	2,205
<u>1,134</u>	Expenditure	<u>1,719</u>
1,334		486

Declaration of conflict of interest

The chairman has two possible conflicts of interest. Firstly, his wife is an employee of P&GCA. More recently his son in law has been made a director of the cleaning contractor used by P&GCA. Both appointments were made by P&GCA before the chairman was a trustee & officer of the Association so he took no part in their appointments. If any remuneration changes or contractual negotiation are entered into with these other parties then those talks will be undertaken by other officers & trustees of P&GCA. The chairman will not be present at these talks and will not take part in any of the decision making process.

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COMMUNITY ASSOCIATION

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