

Langham Village Hall aka Langham Community Centre
Charity Commission Number 268187

Managing Trustees' Report 31st March 2024

The Managing Trustees present their Report for the year ended 31st March 2024, which should be read in conjunction with the attached Financial Statements for the same period.

Legal Status

The Charity was established on 4th April 1978 whereby Langham Parish Council is the Custodian Trustee of the freehold land now occupied by the Community Centre and Car Park.

Objects, Policies and Organisation

The Trust is established to provide and maintain the Community Centre for the benefit of the inhabitants of Langham, without distinction of political, religious or other opinions, with the object of improving the quality of life of the inhabitants.

The Centre is available for hire by any individual or organisation in accordance with the standard hiring agreement and scale of charges adopted for the year. It is intended that the scale is sufficient to generate enough income to meet the ordinary expenditure incurred in providing the Centre. Significant improvements are funded out of revenue by specific appeals, fundraising and utilising grants as available.

Review of the Year

2023/24 has been another challenging year. Carol Lloyd, our new Commercial and Marketing Manager, has seen an increase in enquiries to hire the premises but not all have resulted in a definite booking. Our hire charges remain at May 2022 levels but sadly this proves too much for some prospective customers. Our outgoings on regular maintenance and staff salaries are constantly increasing and the price of electricity has been very high. At Carol's suggestion, she has set up a SAGE accounting programme to deal with invoices and payments more efficiently.

We have had to chase the odd hirer for payment this year but all, with one exception, apologised and paid in full. Sadly, a Court order had to be raised against a third, under which the first instalment was paid last month. Another disappointment was the lack of volunteers at our King's Volunteering open morning in the Club Room on 13th May, when seven village organisations canvassed for more assistance and fewer than ten members of the public attended, one or two of whom did sign up. Without a supply of willing hands, we cannot keep village amenities going.

Local regular hires continue to make up the bulk of our income, which is pleasing, and we have three football teams on the field over weekends. The beekeepers are regular visitors to the Hall, as are various exercise groups. The monthly Community Café is becoming busier and Langham Film Nights has run some well-supported evenings, including a sold-out "Oppenheimer" in March. We need to increase sales of 100 Club lottery membership to bring this up to its maximum.

The LCC hosted a UKPN Pylon meeting (with a second in May 2024) and a meeting with Anglian Water in February attended by MP, Bernard Jenkin, when the Parish Council confronted AW once again with the ongoing flooding problems in the village.

The Hall was the venue for a very successful Coronation musical afternoon tea on 6th May 2023, organised by the Community Shop in conjunction with The Oaks School. The evening's events on the field, organised by the Parish Council, were enjoyed by a hardy group of villagers undaunted by the rain, which also affected Bonfire Night celebrations in November.

Sections 106 Developer contributions

On the strength of Section 106 payments, acoustic panels were fitted in the main hall in December and have dramatically improved the sound quality by reducing echo. S.106 also provided a stairlift to the Committee Room fitted in November to make it accessible for those with reduced mobility. Peter Dawson, in his role as First Responder, has kindly agreed to provide some evacuation chair training, which is being organised. We have begun to fit LED lighting throughout the LCC building, which should reduce our electricity usage. The proposed new disabled toilet continues to face delays owing to specification concerns. We hope to be able to commence these works very shortly. We are extremely grateful to the Parish Council, and to Martin Bottwood in particular, for his tireless efforts to obtain the monies from Colchester City Council.

I would like to thank all Trustees for their invaluable contributions to the running of Langham Community Centre. During the year Rosie Helliwell retired from the Bridge Club and David Druitt took her place as Trustee in October. Mark Kleingeld retired after many year's service as Tennis Club rep. He was replaced in February by Stuart Rudge. Since the demise of Patchwork Pals we have scope on the LCC Governing body for another local organisation to join us with an appointed Trustee. There is also a vacancy for a Parochial Church Council representative.

Carol Lloyd has had a very busy year getting to know her way around the many and various duties which fall to the lot of Commercial and Marketing Manager. She has been ably assisted by Cheryl Williams, who does so much work behind the scenes and is little known to even some of our regular hirers. We are very grateful to them both. They have so many tasks to cover between them that it has been a mammoth task to draw up Job Specifications and new contracts this year.

Maureen Shouksmith has been our Treasurer for eight years, having answered an SOS in 2016, and is now retiring. During that time she has had to learn new skills, particularly in IT, and taken some of the workload from both Secretary and Chairman. This year she spent many hours working on updating staff contracts. She has always kept the LCC's financial records up-to-date and accurate, which has eased the work of our Independent Examiner and completion of the annual return to the Charity Commission. We hope she has time to devote herself to her large family while enjoying some well-deserved rest and relaxation.

We have spent our second year without an elected Secretary, while Liz Winter has continued to take and disseminate minutes and has fallen back into the role in an "acting" capacity as Trustee. This is not ideal and we are concerned about the difficulty of finding replacement Officers when they are required.

Finances

The Trustees are responsible for preparation of the financial statements and for keeping proper accounting records which disclose the financial position of the Charity. The method employed is receipts and payments accounting.

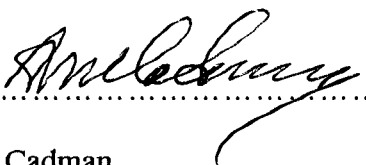
The year-end financial statements and Treasurer Report for 2023/24 are attached to this report.

Management Committee Members for 2023/4

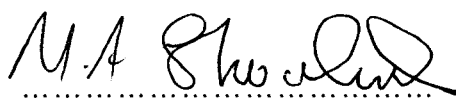
The members of the Committee during the past year and their appointing bodies were

Alan Cadman	Chairman	elected
Maureen Shouksmith	Treasurer	elected
None	Secretary	*see below
Martin Bottwood	Parish Council	
Bob Schofield	Recreation Ground	
Rosie Helliwell/David Druitt	Bridge Club	
no rep	Parochial Church Council	
Liz Winter*	Langham Ladies	*acting Secretary
Charlotte Parker	Community Shop	
Sallie West	Pre-School	
Denise Hobday	Scouts	
Rob Clark	Bowls Club	
Mark Kleingeld/Stuart Rudge	Tennis Club	
Elizabeth Schofield	Co-opted	
Carol Lloyd	Commercial and Marketing Manager (employee)	
Cheryl Williams	Premises Manager (employee)	

30th May 2024



Alan Cadman
Chairman



Maureen Shouksmith
Treasurer



CHARITY COMMISSION
FOR ENGLAND AND WALES

LANGHAM COMMUNITY CENTRE

Charity no:

268187

CC16a

Receipts and payments accounts

FOR THE YEAR

from 1st April 2023

to 31st March 2024

Section A Receipts and payments

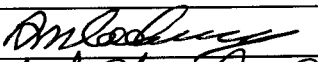
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Last year £
A1 Receipts					
Hall & car park hire	45,672	-	-	45,672	46,603
Donations	120	-	-	120	8
100 club - net income	1,198	-	-	1,198	1,244
Bank interest earned	1,688	-	-	1,688	448
Bar & Café income (<i>net income</i>)	904	-	-	904	356
Cinema - net income	631	-	-	631	775
Grant for hearing loop	-	-	-	0	2,719
Grant - Essex Assoc of Local Councils	-	-	-	-	0
Grant - Covid-19	-	-	-	0	0
Other	40	-	-	40	-
Sub total (Gross income for AR)	50,252	-	-	50,252	52,153
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	50,252	-	-	50,252	52,153
A3 Payments					
General & water rates	1,730	-	-	1,730	1,105
Heat, light and power (<i>net of shop re-charges</i>)	9,321	-	-	9,321	9,228
Insurances	3,430	-	-	3,430	2,653
Salaries	21,932	-	-	21,932	16,842
Telephone & broadband (<i>net of re-charges</i>)	365	-	-	365	851
Music licences	496	-	-	496	967
Building maintenance & improvements	6,054	-	-	6,054	23,163
Professional fees	205	-	-	205	1,559
Sundry expenses	1,195	-	-	1,195	1,218
Cleaning (<i>net of re-charges</i>)	3,180	-	-	3,180	2,976
Catering	60	-	-	60	0
Car park safety survey	-	-	-	-	-
Roof repairs - professional fees	-	-	-	-	-
Sub total	47,967	-	-	47,967	60,562
A4 Asset and investment purchases					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	47,967	-	-	47,967	60,562
Net receipts/(payments)	2,285	-	-	2,285	(8,409)
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	96,984	0	0	96,984	105,393
Cash funds this year end	99,269	0	0	99,269	96,984

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

Categories	Details	Unrestricted funds £	Restricted funds £	Endowment funds £
B1 Cash funds	Bank current account	1,924	-	-
	Bank saver account	70,803	-	-
	NS&I account	26,000	-	-
	Petty cash	542	-	-
	Total cash funds	99,269	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds £	Restricted funds £	Endowment funds £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets				
	Fixtures, fittings and equipment	Unrestricted	-	100,810
	Car park costs	Unrestricted	-	65,610
	Freehold building	Unrestricted	-	1,380,680
			-	-
			-	-
B4 Assets retained for the charity's own use				
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities				
			-	
			-	
			-	
			-	
			-	

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

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		A.M.-CADMAN	30-5-24
	M. A. Shouk Smith	M A SHOUKSMITH	30-5-24

LANGHAM COMMUNITY CENTRE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the Charity for the year ended 31st March 2024 which are set out on pages 1 & 2.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINERS

The charity's trustees are responsible for the preparation of the annual report and accounts and they consider that the Charities Act 2011 s144 audit requirement does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity commissioners under s31(h) or (i) of the 2008 Regulations, whether particular matters have come to my attention. I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England & Wales.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

BASIS OF EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.


It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

No matter has come to my attention in connection with my examination which gives me reasonable cause *not* to believe that in any material respect:

- i) accounting records have been kept in accordance with s.130 of the Charities Act 2011; and
- ii) the financial statements accord with those records; and comply with the accounting requirements of the 2008 regulations.

No matter has come to my attention in connection to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



The Forge, Langham,
Colchester, CO4 5PX.

George Pearce, F.C.A.
George Pearce & Co.,
Chartered Accountants

Dated: 22 April 2024

	LANGHAM COMMUNITY CENTRE				MARCH 2024				
	INCOME			2022/2023	2023/2024				
	Hires								
2A	Local Regular			21,287.57	19,351.61				
2B	Local One Off			1,933.50	2,362.50				
2C	Commercial Regular			7,091.00	9,815.32				
2D	Commercial One Off			3,854.50	2,690.60				
2E	Non Commercial Non Local			11,478.25	10,783.40				
2F	Weddings			1,343.00	-				
2G	Toilets			775.51	185.00				
2H	Security deposits			1,550.00	2,970.00				
3A	Preschool rubbish			432.80	124.80				
3B	Hirers' rubbish			105.75	186.30				
3C	Cleaning				-				
1	100 Club			2,252.85	2,014.00				
12	Grants			2,718.50	-				
11A	Shop Electricity			4,429.05	4,085.20				
11B	Parish Council Electricity			27.99	-				
9	Broadband			280.00	-				
5	Cinema			1,380.98	1,980.52				
4	Bar & Café			777.76	904.05				
10	Donations			8.00	120.00				
13	Misc	Equipment hire		208.86	124.00				
14	PAT Tests			166.85	91.75				
				62,102.72	57,789.05			56009.35	
	PAYMENTS			2022/2023	2023/2024				
	Electric			13,684.96	13,406.69				
	Water			324.00	1,375.00				
	Regular Maintenance			8,837.02	4,783.22				
	Rates			780.60	354.56				
	Insurance			2,653.34	3,430.05				
9B	Email/internet			515.64	51.00				
	Building Maintenance			14,336.51	1,390.24				
3C	Cleaning			3,515.00	3,179.83				
	Salaries Admin			360.00	360.00				
	Salaries			16,482.02	21,571.80				
	Professional fees			2,525.96	700.98				
2H	Deposit Refunds			2,684.14	2,570.75				
	Langham Parish Council				-				
	Other	Misc	Sundries	965.12	1,080.60				
5	Cinema			606.24	1,349.69				
1	100 club			1,009.00	816.00				
9A	Mobile Phones			615.24	364.51				
14	PAT Tests			365.38	283.01				
	Miscellaneous Exp.			278.41	62.52				
4	Bar & Café			421.42	60.00				
				70,960.00	57,190.45			55208.13	
	Tfrs to/from Petty Cash				-				
	Bank Interest			13.51					
	PROFIT			8,843.77	598.60			-	-
	LANGHAM COMMUNITY CENTRE			1ST APRIL 2023 - 31ST MARCH 2024					
	RECONCILIATION:								
	Bank statement as at 31st March 2023				3,122.91				
	Petty cash as at 31st March 2023				744.94				
	Transfer to saver		17.04.23		- 2,000.00				
	Transfer from saver		03.05.23		2,000.00				
	Transfer to saver		20.06.23		2,000.00				
	Transfer from saver		30.06.23		- 2,000.00				
	Transfer to saver 13007.23				- 2,500.00				
	Transfer from saver		01.08.23		1,500.00				
	Transfer from saver		29.08.23		1,500.00				
	Transfer to saver 18.09.23				- 2,000.00				
	Transfer from saver 23.10.23				1,000.00				
	transfer to saver 13.11.23				- 2,000.00				
	Transfer from saver 30.11.23				1,500.00				
	Transfer to saver 8.12.23				- 1,500.00				
	Transfer from saver 22.01.24				1,000.00				
	Transfer from saver 03.01.24				1,000.00				
	Transfer from saver 29.01.24				1,500.00				
	Transfer to saver 26.02.24				- 1,500.00				
	Transfer to saver 14.03.24				- 1,500.00				
	Transfer from saver 25.03.24				1,000.00				
	Transfer to saver 13.02.24				- 1,000.00				

Income				57,789.05		1,833.67	bank a/c rr
Payments				- 57,190.45			
Cash as at 31st March 2024				2,466.45		-	
Bank balance as at 31st March				1,924.13			
Petty cash balance as at 31st March 2024				542.32			
Combined Bank & Petty Cash Balance				2,466.45			
Active Saver Account				31.03.23	67,115.11		
Deposits	Langham P CC						
NS & I Interest	05.04.23			62.93			
	05.05.23			60.90			
	05.06.23			62.93			
	05.07.23			60.90			
	07.08.23			71.95			
	05.09.23			77.52			
	05.10.23			76.72			
	06.11.23			79.28			
	05.12.23			76.72			
	05.01.24			79.28			
	05.02.24			79.28			
	05.03.24			74.16			
Transfer to saver	17.04.23			2,000.00			
Transfer from saver	03.05.23			- 2,000.00			
Transfer to saver	20.06.23			2,000.00			
Transfer from saver	30.06.23			- 2,000.00			
Transfer to saver	13.07.23			2,500.00			
Transfer from saver	01.08.23			- 1,500.00			
Transfer from saver	29.08.23			- 1,500.00			
Transfer to saver	18.09.23			2,000.00			
Transfer from saver	23.10.23			- 1,000.00			
Transfer to saver	13.11.23			2,000.00			
Transfer from saver	30.11.23			- 1,500.00			
Transfer to saver	08.12.23			1,500.00			
Transfer	from saver 22.01.24			- 1,000.00			
Transfer from saver	29.01.24			- 1,500.00			
Transfer	to saver 13.02.24			1,000.00			
Transfer to saver	14.03.24			1,500.00			
Transfer from saver	25.03.24			- 1,000.00			
Transfer	to saver 26.02.24			1,500.00			
Interest earned 23/24	05.06.23			141.28			
Interest earned 23/24	04.09.23			183.63			
Interest earned 23/24	04.12.23			240.43			
Interest earned 23/24	04.03.24			259.71			
Interest earned 23/24							
				70,802.73			
Bank balance as at 31st March 2024				70,802.73			
COMMUNITY CENTRE CONTENTS & BUILDING ASSETS							
CHAIRS	all areas	280		9,410.00			
TABLES	all areas	50		2,000.00			
ELECTRICAL ITEMS (Kitchen excluded)				77,300.00			
CURTAINS & ROLLER BLINDS		15		6,400.00			
STOCK & BAR	all areas			2,500.00			
CLEANING PLANT + FRIDGES ETC				3,200.00			
				100,810.00			
TOTAL FOR CAR PARK				65,610.00			
BUILDING TOTAL INCLUDING SHOP, PRE-SCHOOL AND COMMUNITY CENTRE				1,380,680.00			
TOTAL ASSETS				1,547,100.00			
Note: assets valuation is less because the roof repairs have not been carried out at this date.							
The NS&I bond number DR945400 in the sum of £26,000 is held in the name of Langham Parish Council (Community Investment) fund. It is held by the Custodian Trustee for the sole benefit of Langham Community Centre. Monthly Interest is received into our Barclays Saver account.							