

# PANFIELD COMMUNITY ASSOCIATION

England & Wales · Charity number 270564

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1975-12-17

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Village Hall  
Kynaston Road  
Panfield  
Braintree  
CM7 5AQ

**Phone** 07933007085

**Email** [cjoyce@cjам.co.uk](mailto:cjoyce@cjам.co.uk)

**Website** [www.essexinfo.net/panfield/community-association/](http://www.essexinfo.net/panfield/community-association/)

## Activities

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**Objects:** (A) TO PROMOTE THE BENEFIT OF THE INHABITANS OF PANFIELD AND THE NEIGHBOURHOOD 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. (B) TO ESTABLISH OR TO SECURE THE ESTABLISHMENT OF A COMMUNITY CENTRE.

**Activities:** community association

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** PANFIELD AND THE NEIGHBOURHOOD
- Essex

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-09-30	£13,460	£12,457	-	-
2023-09-30	£10,276	£15,163	-	-
2022-09-30	£12,172	£11,874	-	-
2021-09-30	£27,626	£14,083	-	-
2020-09-30	£28,564	£20,696	-	-

## Trustees

Name	Role	Appointed
Christine Joyce		2016-12-23
Danny Canning		2019-04-10

**PANFIELD COMMUNITY ASSOCIATION**

England & Wales - Charity number 270564

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# Accounts

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## **Trustees Annual Report**

The start of our financial year coincided with further Covid 19 lockdowns which meant all of our events were cancelled from November 2020 to September 2021.

This meant the cancellation of:-

- Children Halloween Party
- Vintage Villagers Xmas Lunch
- Father Christmas Delivery Present
- Panfield Cinema
- Panfield Fete
- Round About Panfield (Paper Issues)
- Coffee Morning
- And all the clubs and groups that use the hall

## **What we have achieved**

However I really want to concentrate on the successes this year:

### **Pocket Garden**

We officially opened the Pocket Garden and unveiled the memorial plaques on Remembrance Day 8<sup>th</sup> November. I opened and then Rev Rod Reid led with Katie Barker playing the "Last Post". The turnout from the village was very special with the number of people exceeding all expectations.

We managed to get the electrics installed by the 18<sup>th</sup> December and it was a momentous effort by all involved as nothing worked out as it should. We (Ian Butson and I) ended up digging a hole that was more than double the depth the electricity board advised (1.2m). At one stage I was starting to think that we would have to shore up the side. On completion of the hole followed by constant rain day after day, when we came to fill the hole in we had to take a foot of water out of the bottom, as you can imagine water and electricity don't mix very well.

What was our saving grace was that David Peak offered his Moler so we were able to lay the cable to the middle flower bed in a couple of hours rather than days. This meant in the end we did get functioning lights on the Christmas tree which really lit up the village and the plan is for the Christmas tree to be even brighter this year.

### **Garage Sale**

We held our first event for approximately 18 months which was the Garage Sale. We had more garages than previous events which was great. However the biggest

difference was holding the refreshment stand at the Pocket Garden which was very well received by everyone.

### **Pananza**

We have revamped the whole Pananza draw with prize money increased, made on-line payments possible and increased the number of residents supporting the village.

This has led to a significant increase in revenue which helps us cover all of the village hall cost for the whole year.

### **Defibrillator**

It been nearly four years that we've had the Defibrillator in the village and this year we have changed the battery, pads and accessories.

### **Village Hall**

We have been able to do some essential maintenance to the village:-

- Replaced flat roof and the gulley flashing to village hall (obtained a grant for 50% of the cost)
- Replaced the brick wall at the front of the hall
- Repaired two drainage wells and new covers as they were crumbling.

We have been able to reopen the village hall for hall hires and it is looking very positive in the New Year for new hall users.

### **Panfield Cinema**

#### **Website**

We have worked hard over the last year and now have a fully functioning independent Website.

#### **Thank You**

A thank you to all the volunteers that make it possible to run the association. The committee, with particular thank you to:-

Julie Butson – for Secretary, Facebook, Posters, Noticeboards and generally organising/reminding me (which is greatly appreciated)

Julia – for managing the village hall bookings and taking reservations for our events

Christine Joyce – the accounts, managing the utility bills, printing flyers

Sarah Reid – Halloween Party and Father Christmas

RAP – deliverers

Panza – Collectors

Pocket Garden – Water Rota volunteer

Dave Ockleford- Editor of the RAP

Finally, thank you to all the villagers, without their support what we do would not be possible.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>Panfield Community Association</b>	No (if any) 270564
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**CC16a**

## Receipts and payments accounts

For the period from	Period start date 01/10/2020	To	Period end date 30/09/2021
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### 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 £
<b>A1 Receipts</b>					
Hall hire	456	-	-	456	1,755
RAP	520	-	-	520	110
Santa	-	-	-	-	1,234
Panza	2,179	-	-	2,179	857
Panfield presents	-	-	-	-	266
Pocket Garden Grant	-	5,500	-	5,500	13,280
Covid Grant	18,393	-	-	18,393	10,000
Patch workers	285	-	-	285	-
Coffee Mornings	-	-	-	-	27
Black caps	293	-	-	293	-
<b>Sub total (Gross income for AR)</b>	<b>22,126</b>	<b>5,500</b>	<b>-</b>	<b>27,626</b>	<b>27,529</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>22,126</b>	<b>5,500</b>	<b>-</b>	<b>27,626</b>	<b>27,529</b>

	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 £
<b>A3 Payments</b>					
Village Hall Lease	1,000	-	-	1,000	1,250
Utilities	692	72	-	764	1,499
Village Hall repairs	3,163			3,163	
Insurance	578	-	-	578	502
RAP	1,524	-	-	1,524	603
Santa	-	-	-	-	1,424
Vintage Villagers	-	-	-	-	503
Panfield presents	-	-	-	-	773
Pocket garden	-	4,555	-	4,555	13,179
Other expenses	2,349	150	-	2,499	2,128
<b>Sub total</b>	<b>9,306</b>	<b>4,777</b>	<b>-</b>	<b>14,083</b>	<b>21,861</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>9,306</b>	<b>4,777</b>	<b>-</b>	<b>14,083</b>	<b>21,861</b>
<b>Net of receipts/(payments)</b>	<b>12,820</b>	<b>723</b>	<b>-</b>	<b>13,543</b>	<b>5,668</b>
<b>A5 Transfers between funds</b>	824	- 824	-	-	-
<b>A6 Cash funds last year end</b>	14,511	101	-	14,612	8,944
<b>Cash funds this year end</b>	<b>28,155</b>	<b>-</b>	<b>-</b>	<b>28,155</b>	<b>14,612</b>

<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>	<b>Total funds</b>	<b>Last year</b>
to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £

## 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 £
<b>B1 Cash funds</b>	Cash at bank	28,155	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>28,155</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

**B4 Assets retained for the charity's own use**

Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

**B5 Liabilities**

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
<i>C. f. Joyce</i>	Christine Joyce	20/07/2022



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Panfield Community Association

**On accounts for the year  
ended**

30 September 2021

**Charity no  
(if any)**

270564

**Set out on pages**

1 to 4

*(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 Association") for the year ended 30/09/2021.

**Responsibilities and  
basis of report**

As the charity trustees of the Association 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 Association'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:**

20/7/2022

**Name:**

Mohammad Ravat

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

FCCA

**Address:**

27 Chaucer Road, London, E7 9LZ

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.**

**PANFIELD COMMUNITY ASSOCIATION**

England & Wales - Charity number 270564

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	01	October	2019		30	September	2020

## Section A Reference and administration details

**Charity name** Panfield Community Association

**Other names charity is known by**

**Registered charity number (if any)** 270564

**Charity's principal address**

Village Hall  
 Kynaston Road Panfield  
 Braintree  
**Postcode** CM7 5AQ

### 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	Danny Canning	Chairman		Panfield Community Association
2	Christine Joyce	Treasurer		Panfield Community Association
3				
4				
5				
6				
7				
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

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**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)	Appointed at AGM by the Panfield Community (Villagers)

**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.

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**Section C Objectives and activities**

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

The objectives of the Association as registered with the Charity Commission are to:

(a) promote the benefit of the inhabitants of Panfield and the neighbourhood together defined by the Parish of Panfield (hereinafter called "the area of benefit") without 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 recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;

(b) establish, or secure the establishment of, a Community Centre (herein after called "the Centre") and to maintain and manage the same (in co-operation with Essex County Council) in furtherance of these objects.

(c) promote such other charitable purposes as may from time to time be determined

The PCA is made up of volunteers who meet on the third Monday of the month at the Village Hall to discuss the following activities:

1. Maintenance of the village hall
2. Events for the benefit of villagers
3. Fund raising
4. Hall Hire
5. Charitable events that benefit all villagers

The trustees confirm that they have complied with the duty in Section 17 of The Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission in determining the activities undertaken by the charity. The charity's charitable purpose is detailed in its objects, which is to benefit the inhabitants of Panfield and the neighbourhood together defined by the Parish of Panfield.

**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)**

**Additional details of objectives and activities (Optional information)**

The PCA Chairman Danny Canning thanked everyone for their contributions during a difficult year to deliver activities that benefitted the village.

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

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

We had another successful Vintage Villagers lunch during December 2019. The event was well attended by residents aged 60+

Christmas Eve – 160 presents were wrapped and delivered throughout the village.

VE Day celebrations in May.

Village Fete – this could not be held this year due to lockdown.

Panfield Presents – we had been holding monthly showings of films and the numbers in attendance was rising. Due to COVID restrictions the activity was put on hold. Events will recommence once conditions allow.

Pananza – Will be relaunch in February/March 2021.

Village Hall Bookings – Following COVID safe cleaning the hall did reopen for a short time when allowed. It has been decided that the hall will remain shut now until January 2021 earliest.

Pocket Garden – work commenced on the garden. The plan was halted due to lockdown restrictions. We eventually got restarted on the garden with the support of volunteers who gave time to help with the build. We also had the help of village tradesmen to complete the water installation, paving and brickwork.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Trustees regularly review the charity's financial position and assess it against the operational plans and future funding needs to ensure the charity is able to meet its objectives for the foreseeable future (usually a period of up to 3 years)

### 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.

## 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)	Christine Joyce	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	20/11/2020	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>Panfield Community Association</b>	No (if any) 270564
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**CC16a**

## Receipts and payments accounts

For the period from	Period start date 01/10/2019	To	Period end date 30/09/2020
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### 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 £
<b>A1 Receipts</b>					
Hall hire	1,755	-	-	1,755	4,133
RAP	110	-	-	110	740
Santa	1,234	-	-	1,234	1,381
Panza	857	-	-	857	1,964
Panfield presents	266	-	-	266	-
Pocket Garden Grant		13,280	-	13,280	-
Covid Grant	10,000	-	-	10,000	-
Garage sale		-	-	-	285
Coffee Mornings	27	-	-	27	101
Quiz	-	-	-	-	334
<b>Sub total (Gross income for AR)</b>	<b>14,249</b>	<b>13,280</b>	<b>-</b>	<b>27,529</b>	<b>8,938</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>14,249</b>	<b>13,280</b>	<b>-</b>	<b>27,529</b>	<b>8,938</b>

	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 £
<b>A3 Payments</b>					
Village Hall Lease	1,250	-	-	1,250	1,000
Utilities	1,499	-	-	1,499	1,638
Insurance	502	-	-	502	767
RAP	603	-	-	603	1,205
Santa	1,424	-	-	1,424	1,222
Vintage Villagers	503	-	-	503	620
Panfield presents	773	-	-	773	-
Pocket garden	-	13,179	-	13,179	-
Other expenses	2,128	-	-	2,128	1,797
<b>Sub total</b>	<b>8,682</b>	<b>13,179</b>	<b>-</b>	<b>21,861</b>	<b>8,249</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>8,682</b>	<b>13,179</b>	<b>-</b>	<b>21,861</b>	<b>8,249</b>
<b>Net of receipts/(payments)</b>	<b>5,567</b>	<b>101</b>	<b>-</b>	<b>5,668</b>	<b>689</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	<b>8,944</b>	<b>-</b>	<b>-</b>	<b>8,944</b>	<b>8,255</b>
<b>Cash funds this year end</b>	<b>14,511</b>	<b>101</b>	<b>-</b>	<b>14,612</b>	<b>8,944</b>

<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>	<b>Total funds</b>	<b>Last year</b>
to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £


## 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 £
<b>B1 Cash funds</b>	Cash at bank	14,511	101	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>14,511</b>	<b>101</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-

	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 £
Details			Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	D Canning	






# CC16a\_-\_revisions\_190417 (003)

Final Audit Report

2021-08-18

Created:	2021-08-18
By:	Christine Joyce (cjoyce@cjам.co.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAAf_hnY58mCi5MShLFBfajLnO0d0fZGdvl

## "CC16a\_-\_revisions\_190417 (003)" History

-  Document created by Christine Joyce (cjoyce@cjам.co.uk)  
2021-08-18 - 6:39:26 AM GMT
-  Document emailed to D Canning (danny\_canning@sky.com) for signature  
2021-08-18 - 6:40:26 AM GMT
-  Email viewed by D Canning (danny\_canning@sky.com)  
2021-08-18 - 7:09:12 AM GMT
-  Document e-signed by D Canning (danny\_canning@sky.com)  
Signature Date: 2021-08-18 - 8:11:53 AM GMT - Time Source: server
-  Agreement completed.  
2021-08-18 - 8:11:53 AM GMT



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Panfield Community Association

**On accounts for the year  
ended**

30 September 2020

**Charity no  
(if any)**

270564

**Set out on pages**

1 to 4

*(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 Association") for the year ended 30/09/2020.

**Responsibilities and  
basis of report**

As the charity trustees of the Association 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 Association'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:**

21/08/2021

**Name:**

Mohammad Ravat

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

FCCA

**Address:**

27 Chaucer Road, London, E7 9LZ

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.**