



Trustees' Annual Report for the period

From	Period start date			To	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

--	--

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

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.

--

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

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)

<p>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;</p> <p>(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.</p> <p>(c) promote such other charitable purposes as may from time to time be determined</p>
<p>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:</p> <ol style="list-style-type: none"> 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 <p>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.</p>

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:

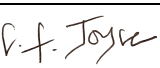
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

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 Panfield Community Association	No (if any) 270564
---	------------------------------

Receipts and payments accounts

CC16a

For the period from	Period start date 01/10/2019	To	Period end date 30/09/2020
------------------------	---------------------------------	----	-------------------------------

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					
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
Sub total (Gross income for AR)	14,249	13,280	-	27,529	8,938
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	14,249	13,280	-	27,529	8,938

	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 £
A3 Payments					
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
Sub total	8,682	13,179	-	21,861	8,249
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	8,682	13,179	-	21,861	8,249
Net of receipts/(payments)	5,567	101	-	5,668	689
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	8,944	-	-	8,944	8,255
Cash funds this year end	14,511	101	-	14,612	8,944

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 £


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

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

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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.