



# Trustees' Annual Report for the period

Period start date

Period end date

From

To

**Section A****Reference and administration details**

Charity name

Carlton Colville Community Centre

Other names charity is known by

Registered charity number (if any)

275367

Carlton Colville

Hall Road

Carlton Colville

Lowestoft Suffolk

Postcode

NR33 8BT

**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 D Hebborn	Chairman		
2	Mr A Crisp	Secretary		
3	Mr A Crisp	Treasurer		
4	Mrs L Hebborn			
5	Mr D Barley			
6	Mrs M Barley			
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)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document

Trust Deed

How the charity is constituted

Trust

Trustee selection methods

Appointed by 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.

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## Section C Objectives and activities

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

To advance and provide facilities in the interest of social welfare for leisure time occupation with the objective of improving the conditions of life for all residents of Carlton Colville by the provision, maintenance and management of a Community Centre. Each year our trustees review our objectives to ensure that they reflect our aims.

**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)**

The Community Centre is for the use of the inhabitants of the parish of Carlton Colville, without distinction of Political, Religious or other opinions, including the use for meetings, lectures and classes and other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants. Notably Children's pre-school education and training. Arts, Culture, Heritage and Science. Amateur sports, within the building and open spaces.

Community Activities – Our Community Centre has provided a valuable education and recreational resource. Our Hall and Meeting Room are available for use by local groups and organisations, the facilities have been used by groups as varied as Children's Pre-school, short mat bowls, badminton, dance classes, nostalgic music groups. We have just entered into an agreement to allow a local Football Team to use the Playing Fields for under 10's and under 15's Football. The hall is also regularly used for children's parties.

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

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

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

The Community Centre is Self-Funding and does not make grants available.

Volunteers are an important resource in our community work, all of our trustees give their time freely.



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

The Charity via the trustees has run the centre over the past year for the use of local residents. During that time the centre has continued to support a pre-school, dance club, keep fit classes slimming world and dance clubs.

## Section E

## Financial review

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

The Trustees have reviewed the reserves of the charity. Their policy is to hold enough funds to meet four months operating costs of the centre plus the cost of a boiler replacement. Our Cash Reserves are held in a bank account, any interest accrued is considered as income.

### 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 Centre's main source of income is via rental of the hall and rooms. The Centre does not have any investments.

Expenditure is mainly on utilities and the upkeep of the building to provide a safe and comfortable venue for users.

## 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)

Andrew Michael Crisp

Position (eg Secretary, Chair, etc)

Treasurer

Date

28<sup>th</sup> July 2021

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2021

FOR

CARLTON COLVILLE COMMUNITY CENTRE

CARLTON COLVILLE COMMUNITY CENTRE

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FOR THE YEAR ENDED 30 SEPTEMBER 2021

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CARLTON COLVILLE COMMUNITY CENTRE

GENERAL INFORMATION  
FOR THE YEAR ENDED 30 SEPTEMBER 2021

Treasurer	A Crisp
Trustees	
Address	182 The Avenue Lowestoft Suffolk NR33 7LW



CARLTON COLVILLE COMMUNITY CENTRE

TRADING AND PROFIT AND LOSS ACCOUNT  
FOR THE YEAR ENDED 30 SEPTEMBER 2021

	Year Ended 30.09.21		Year Ended 30.09.20	
	£	£	£	£
<b>Hall Hire</b>		15,107		17,499
<b>Other Income</b>				
Interest Received	1		18	
Grants	18,708	18709	10,000	10,018
<b>TOTAL INCOME</b>		33,816		27,517
<b>Expenditure</b>				
Alarm Services	180		348	
Administrative expenses			120	
Cleaning	5,370		4,178	
Cleaning materials	236		117	
Electricity	1,090		2,301	
Repairs & renewals	300		1,394	
Ground maintenance	770		1156	
Heating oil	1,837		2,142	
Insurance	1320		1007	
Maintenance	16,045		10,538	
Licences, rates & affiliations	771		180	
Refuse collection	1,539		1,475	
Sewerage	1,312		1,874	
Water	0		0	
Telephone	453		423	
Miscellaneous				
		31,223		27,253
<b>Depreciation</b>				
Improvements to property	869		503	
Play area equipment	220		244	
Fixtures & Fittings	550		518	
		1,639		1,265
<b>NET PROFIT/(LOSS)</b>		954		2,539

CARLTON COLVILLE COMMUNITY CENTRE

BALANCE SHEET  
30 SEPTEMBER 2021

	30.09.21	30.09.20
	£	£
<b>FIXED ASSETS</b>		
Per Schedule	27,991	14,555
 <b>CURRENT ASSETS</b>		
Community current account	19,370	18,868
Cash in hand	92	243
Stamps	3	3
Deposit account	14,357	14,356
	<u>61,813</u>	<u>48,025</u>
 <b>CURRENT LIABILITIES</b>		
Trade Creditors	-	-
 <b>NET CURRENT ASSETS</b>	<u>33,822</u>	<u>33,470</u>
 <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<u><u>61,813</u></u>	<u><u>48,025</u></u>
 <b>FINANCED BY</b>		
 <b>CAPITAL ACCOUNT</b>		
Brought forward	48,025	43,392
Add		
Fixed assets (revaluation)	12,843	5,634
Net profit (loss)	945	-1,001
	<u>61,813</u>	<u>48,025</u>

**NOTES**

- 1 During the year Carlton Colville Town Council made contributions the the electricity costs of the community centre amounting to £406 reflecting fair usage.
- 2 During the year added Floodlights £1200, Hall Lights 2500 and security fencing £7675

Fixtures and fittings and equipment are depreciated at 15% (reducing balance), with improvements to property and play area equipment being depreciated at 10% (reducing balance)

CARLTON COLVILLE COMMUNITY CENTRE

TANGIBLE FIXED ASSETS SCHEDULE

30 SEPTEMBER 2021

	<u>Improvements to property</u>	<u>Play area equipment</u>	<u>Fixtures, fittings &amp; equipment</u>	<u>Totals</u>
	£	£	£	£
<b>COST :</b>				
At 1 October 2020	8,691	2,198	3,666	14,555
additions	<u>7,675</u>	<u>-</u>	<u>3,700</u>	<u>11,375</u>
At 30 Sept 2021	<u>20,066</u>	<u>2,198</u>	<u>7,366</u>	<u>29,630</u>
<b>DEPRECIATION :</b>				
At 1 October 2020	503	244	518	1,265
Charge for period	<u>869</u>	<u>220</u>	<u>550</u>	<u>1,639</u>
At 30 September 2021	<u>1,372</u>	<u>464</u>	<u>1,068</u>	<u>2,904</u>
<b>NET BOOK VALUE :</b>				
At 30 September 2021	<u>19,197</u>	<u>1,978</u>	<u>6,816</u>	<u>27,991</u>
At 30 September 2020	<u>8691</u>	<u>2,198</u>	<u>3,666</u>	<u>14,555</u>

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