



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01 October 2022  
Period end date

Period start date To 30 September 2023

Charity name: Carlton Colville Community Centre

Charity registration number: 275367

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	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.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>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.</p> <p>The Community Centre has provided a valuable education and recreational resource where indoor sports and fitness activities including bowls, Zumba, pilates and Fight Klub are run, along with baby sensory classes, nostalgic music and Slimming World groups.</p> <p>An over-subscribed pre-school is run 5 days a week during term-time in one of the rooms. This provision, along with the outside children's playground, youth's football pitch and toddlers football ensures the Community Centre has something to offer to enhance physical and mental well-being across all age-groups.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have regard to the guidance regarding public benefit when reviewing the services/activities provided.

### Additional information (optional)

You may choose to include further statements where relevant about:



	SORP reference	
Policy on grant making	Para 1.38	The Community Centre is self-funding and does not make grants available.
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The centre is run entirely by volunteers and all of our trustees give their time freely.
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The charity, through the trustees, has run the community centre for the benefit of local residents. By providing facilities for sporting and fitness groups local people can meet socially, improving both their physical and mental well-being.</p> <p>The provision of space for a local pre-school means local parents do not have to travel to access such a service.</p> <p>Young people from toddler age upwards can make use of the field and play area.</p> <p>The community centre has also provided a venue for holiday clubs during school holidays.</p> <p>These activities effectively offer a wide age group a means of socialisation and physical improvement.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
	Para 1.41	



Performance of fundraising activities against objectives set		
Investment performance against objectives	Para 1.41	
Other		



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Expenditure exceeded income due to the necessary replacement of the heating system. However rental income was up by 16% over the previous financial year and as at Sept 2023 average monthly income exceeds expenditure by approximately £400. This surplus will be moved to reserves
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	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 floor renovation costs. Our Cash Reserves are held in a bank account, any interest accrued is considered as income.
Amount of reserves held	Para 1.22	Currently £7417
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The Centre's main source of income is via rental of the hall and rooms.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The Centre does not have any investments.
A description of the principal risks facing the charity	Para 1.46	The necessary replacement of the heating system had a major financial impact during the reporting period but was covered in the most part by cash reserves. The increased price of energy (increase of 369% per month over last year) is the major concern going forward. Trustees are monitoring usage/costs on a weekly basis and reviewing all other expenditure to ensure general running costs are kept as low as possible and will seek to expand regular hirers to increase income.
Other		



## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed by trustees

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

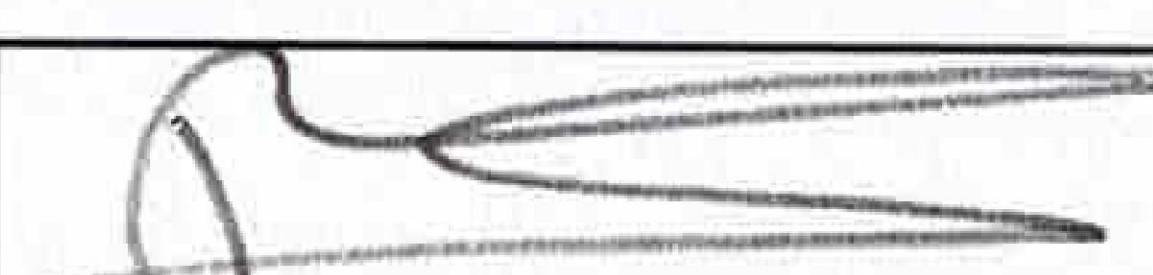

Charity name	Carlton Colville Community Centre
Other name the charity uses	
Registered charity number	275367
Charity's principal address	Carlton Colville Community Centre Hall Road Carlton Colville Lowestoft, Suffolk NR33 8BT



## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	RYAN WILLIAMS	RACHEL ARNOTT
Position (eg Secretary, Chair, etc)	CHAIRPERSON	TRUSTEE.
Date	6.12.2023	





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name

No (if any)

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01.10.2022

To

Period end date  
30.09.2023

### 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>					
Donations and grants	2,070	-	-	2,070	-
Interest on Deposit Account	53	-	-	53	-
Hire of hall	26,260	-	-	26,260	-
Key fob purchase	10	-	-	10	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>28,393</b>	<b>-</b>	<b>-</b>	<b>28,393</b>	<b>-</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>28,393</b>	<b>-</b>	<b>-</b>	<b>28,393</b>	<b>-</b>
<b>A3 Payments</b>					
Repairs and maintenance (inc grounds)	19,729	-	-	19,729	-
Cleaning	3,614	-	-	3,614	-
Hirer refunds	40	-	-	40	-
Light and heating	3,766	-	-	3,766	-
Water and sewerage	2,960	-	-	2,960	-
Insurance	1,767	-	-	1,767	-
Refuse collection	1,317	-	-	1,317	-
Telephone, internet and admin costs	1,277	-	-	1,277	-
Rates	715	-	-	715	-
<b>Sub total</b>	<b>33,755</b>	<b>-</b>	<b>-</b>	<b>33,755</b>	<b>-</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>33,755</b>	<b>-</b>	<b>-</b>	<b>33,755</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>- 5,362</b>	<b>-</b>	<b>-</b>	<b>- 5,362</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>30,087</b>	<b>-</b>	<b>-</b>	<b>30,087</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>24,725</b>	<b>-</b>	<b>-</b>	<b>24,725</b>	<b>-</b>



## 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>	Bank account + petty cash	24,725	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	24,725	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
	Fixtures and fittings (includes external provision) * see accompanying note	Unrestricted	-	30,979
	Laptop	Unrestricted	-	100
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
	Repayment to Town Council re Cleaning costs	Unrestricted	2,142	01.11.2023
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



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	Ryan Williams	Chair	30.05.2023 onwards	
2	Clare Varela	Secretary	30.05.2023 onwards	
3	Elaine Rogers	Treasurer	30.05.2023 onwards	
4	Keri Clements		30.05.2023 onwards	
5	Rachael Arnott		30.05.2023 onwards	
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20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### 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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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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**Carlton Colville Community Centre Committee**

**This is to confirm that the 2022-2023 Accounts were Audited by**

**Alison Ayers**

**Clerk to Carlton Colville Town Council**

**Signed.....** *AJ Ayers* **Date.....** *15/11/2023*

**All accounts were found to be correct at time of audit.**