

HIGHBURY AREA COMMUNITY ASSOCIATION

England & Wales · Charity number 276283

Details

Other names	HIGHBURY COMMUNITY CENTRE ASSOCIATION
Status	Registered
Legal form	Other
Registered	1978-08-14
Register	View on the Charity Commission register

Contact

Address	Highbury Community Centre Hawthorn Crescent Cosham Portsmouth PO6 2TL
Phone	02392382112
Email	highburyaca@gmail.com
Website	http://www.highburycommunitycentre.org.uk/

Activities

Objects: (A) TO PROMOTE THE BENEFIT OF THE INHABITANTS OF THE CITY OF PORTSMOUTH, PARTICULARLY THE AREA KNOWN AS HIGHBURY ESTATE 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: Operation of a community centre for the residents of the Highbury Estate and the neighbourhood of Cosham, promoting and encouraging a range of activities for all ages

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Amateur Sport, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** CITY OF PORTSMOUTH
- Portsmouth City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£37,380	£33,156	-	-
2024-03-31	£28,619	£39,588	-	-
2023-03-31	£29,757	£29,214	-	-
2022-03-31	£34,935	£31,773	-	-
2021-03-31	£39,366	£20,059	-	-

Trustees

Name	Role	Appointed
Asghar Shah		2019-10-08
GRAHAM PHILIP HEANEY		2014-02-03
Mary Vallely		2025-11-12
Maureen June Allen		2014-09-02
Simon Sansbury		2019-10-08

Accounts

HIGHBURY AREA COMMUNITY ASSOCIATION

Registered Charity Number 276283

Annual Report
1/4/2024 to 31/3/2025

Address:

Highbury Community Centre
Hawthorn Crescent
Cosham
Portsmouth PO6 2TL

Trustees:

Graham Heaney
Maureen Allen
Simon Sansbury
Asghar Shah

Independent Examiner

Michael Picton
Pittravie Road
Cosham

Bank

Nat West Bank
Commercial Road
Portsmouth

STRUCTURE, GOVERNANCE AND MANAGEMENT

Background

Highbury Area Community Association was formed and registered in 1978, under a constitution amended in 2004, with the aim of operating Highbury Community Centre. The original community centre was demolished in 2010 and replaced by a new, larger building to allow the accommodation of a Children's Centre, which subsequently closed in March 2018.

The charity is an unincorporated association and is controlled by its governing document, the constitution, registered with the Charity Commission.

The centre belongs to Portsmouth City Council but is leased to the Association at a peppercorn rent. PCC looks after the structure of the building and the Association is responsible for internal repairs and maintenance. All running costs such as rates and utilities are paid by the Association.

The Association is managed by a volunteer management committee of trustees, who meet regularly to set policy, make financial decisions and ensure the centre is in a safe and welcoming condition.

The trustees are elected by the membership at the Annual General Meeting and each receives an induction pack, as well as being offered access to appropriate training for their role.

OBJECTIVES AND ACTIVITIES

Public benefit

The Objects of the charity in accordance with its constitution are:

To promote the benefit of the inhabitants of the City of Portsmouth, particularly the area known as Highbury Estate and its neighbourhood, without distinction of gender, sexual orientation, age, disability, ethnic origin or of political, religious or other opinions, by associating with the local authorities, voluntary organisations the inhabitants and, 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 the life of the said inhabitants.

a) Establish or secure the establishment of a Community Centre

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees have in place the necessary policies and procedures for the operation of the centre and the association and meet regularly to oversee policy and finance matters, with the Centre Administrator in attendance as the professional advisor.

The dependence of the association upon the annual staffing support grant, in a time when local authorities have reducing budgets, has been identified as a possible risk to its long-term sustainability.

Reserves

The charity has an agreed Reserves Policy and following Charity Commission guidance has identified the equivalent of three months operational costs as the appropriate free reserves level.

Performance and Achievements

The centre has fully recovered from the impact of the Covid 19 pandemic including the impact on finances. There is a periodic turnover of groups but activities continue to run throughout the week.

Our Centre Administrator continues to provide a dedicated and efficient service which contributes enormously to the success of the Centre.

Agreed by the Committee of Trustees on 14th January 2025 and signed on their behalf by Graham Heaney Chair of the Association

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF Highbury Area Community Association

I report on the accounts of the organisation for the year ending 31st March 2025 which are set out on the following page.

Respective responsibilities of trustees and examiner:

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply.

It is my responsibility to state, in the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of the independent 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 you as 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

In connection with my examination no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 41 of the Act and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mike Picton
18 Pittravie Road
Highbury

Signature.....

18TH November 2025
.....

HIGHBURY AREA COMMUNITY ASSOCIATION

Income & Expenditure Account 1.4.2024 to 31.3.2025

Income	2024/25	2023/24
Hirings	24,593	21,944
PCC staffing grant	6,500	6,500
Men's Shed electricity	48	62
Donations	65	113
PCC air con grant	5,000	-
Bank interest	1,174	-

Total: £37,380

£ 28,619

Expenditure		
Staffing costs	20,355	20,730
Gas/electricity	3,975	5,954
Water	980	582
Rates	225	218
Refuse	525	502
Phone	841	712
Post/stationery	100	305
Cleaning materials	661	786
Additional cleaning	408	611
Insurance	570	506
Air Con installation	-	7,828
Air Con servicing	360	144
PRS music licence	279	231
Equipment purchases	490	71
Miscellaneous*	3,387	479

Total: £33,156

£39,659

Surplus for period: £4,224

*Miscellaneous:

Web site maintenance	72
Garden	420
Pest control	149
Building improvements	478
Sanitary bins	96
Defibrillator	2,135
Thank you social	37

£3,387

Balance sheet at 31st March 2025

Current Assets

Bank: current account 22,108
Interest account 31,177

Cash in hand: 42.40

Creditors: 2,361

Debtors: 2,238

Net current assets £53,204

Creditors: 2,361

Utilities	453
PCC wages	1,642
Cleaning materials	199
BT	67

Debtors:

O/S hire fees 2,238

Accounts

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF Highbury Area Community Association

I report on the accounts of the organisation for the year ending 31st March 2024 which are set out on the following page.

Respective responsibilities of trustees and examiner:

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply.

It is my responsibility to state, in the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of the independent 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 you as 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

In connection with my examination no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 41 of the Act and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Michael Picton

Address: 18 Pitreavie Rd, Cosham.

Date:

9 / 2024

HIGHBURY AREA COMMUNITY ASSOCIATION

Income & Expenditure Account 1.4.2023 to 31.3.2024

Income	2023/24	2022/23
Hirings	21,944	23,169
PCC staffing grant	6,500	6,500
Donations	-	70
Men's Shed electricity	62	18
Total:	£ 28,619	£29,757

Expenditure

Staffing costs	20,730	19,151
Gas/electricity	5,954	6,931
Water	582	396
Rates	218	415
Refuse	502	407
Phone	712	578
Post/stationery	305	250
Cleaning materials	786	408
Additional cleaning	611	-
Insurance	506	456
Air conditioning	7,828	-
Miscellaneous	854*	222
Total:	£39,588	£29,214

Deficit for period: £10,969

*Miscellaneous:

Hire refunds	151
Land Registry	45
Web site maintenance	72
PRS/PPL	231
Pest control	140
Air Con service	144
Equipment purchase	71
	£854

Balance sheet at 31st March 2024

Current Assets

Bank: current account 20,506
Interest account 30,003

Cash in hand: 52.58

*Creditors: 2,461

*Debtors: 7,804

Net current assets £55,905

*Debtors:

PCC grant 5,000
O/S hire fees 2,804

*Creditors:

Utilities 608
Sundries 211
PCC wages 1,642

Accounts

HIGHBURY AREA COMMUNITY ASSOCIATION

Income & Expenditure Account 1.4.2022 to 31.3.2023

Income	2022/23	2021/22
Hirings	23,169	19,209
PCC staffing grant	6,500	6,500
Covid grants	-	9,206
Donations	70	20
Men's Shed electricity	18	-
Total:	£29,757	£34,935

Expenditure

Staff costs	19,151	18,746
Gas/electricity	6,931	5,364
Water	396	30
Rates	415	212
Refuse	407	316
Phone	578	530
Post/stationery	250	319
Cleaning materials	408	608
Insurance	456	412
Miscellaneous	222	5,236
Total:	£29,214	£31,773

Surplus for period: £543

Miscellaneous:

Web site maintenance	72
Training	50
Plants for front bed	100

Balance sheet at 31st March 2023

Current Assets

Cash at bank	60,398.62
--------------	-----------

Cash in hand	46.57
--------------	-------

Creditors	2,192.59
-----------	----------

Debtors	1,296.75
---------	----------

Net current assets	£59,549.35
---------------------------	-------------------

Accounts

HIGHBURY AREA COMMUNITY ASSOCIATION

Registered Charity Number 276283

Annual Report
1/4/ 2020 to 31/3/2021

Address:

Highbury Community Centre
Hawthorn Crescent
Cosham
Portsmouth
PO6
2TL

Trustees:

Graham Heaney
Maureen Allen
Simon
Sansbury
Ashgar
Shah

Independent Examiner

Jeanette Smith
Paignton
Avenue
Portsmouth

Bank

Nat West Bank
Commercial Road
Portsmouth

STRUCTURE, GOVERNANCE AND MANAGEMENT

Background

Highbury Area Community Association was formed and registered in 1978, under a constitution amended in 2004, with the aim of operating Highbury Community Centre. The original community centre was demolished in 2010 and replaced by a new, larger building to allow the accommodation of a Children's Centre, which subsequently closed in March 2018.

The charity is an unincorporated association and is controlled by its governing document, the constitution, registered with the Charity Commission.

The centre belongs to Portsmouth City Council but is occupied by the Association at nil rent. PCC looks after the structure of the building and the Association is responsible for internal repairs and maintenance. All running costs such as rates and utilities are paid by the Association.

The Association is managed by a volunteer management committee of trustees, who meet regularly to set policy, make financial decisions and ensure the centre is in a safe and welcoming condition.

The trustees are elected by the membership at the Annual General Meeting and each receives an induction pack, as well as being offered access to appropriate training for their role.

OBJECTIVES AND ACTIVITIES

Public benefit

The Objects of the charity in accordance with its constitution are:

Promote the benefit of the inhabitants of the City of Portsmouth, particularly the area known as Highbury Estate and its neighbourhood, without distinction of gender, sexual orientation, age, disability, ethnic origin or of political, religious or other opinions, by associating with the local authorities, voluntary organisations the inhabitants and, 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 the life of the said inhabitants.

- a) Establish or secure the establishment of a Community Centre

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees have in place the necessary policies and procedures for the operation of the centre and the association and meet monthly to oversee policy and finance matters, with the Administrator in attendance as the professional advisor.

The dependence of the association upon the annual staffing support grant, in a time when local authorities have reducing budgets, has been identified as a risk to its long term sustainability and trustees are working on ways to address this.

Reserves

The charity has an agreed Reserves Policy and following Charity Commission guidance has identified the equivalent of three months operational costs as the appropriate free reserves level.

Performance and Achievements

As we began our new year the country had begun to see the full the impact of the Covid 19 pandemic. This resulted in the government requiring a comprehensive lockdown that meant we had to shut the community centre for all activities for a considerable period during this year. The Centre had to cancel bookings for birthday parties and all group activities as these gatherings were not permitted under Covid regulations. The government put in various mitigating measures including financial support and we were able to take advantage of this. We were able to take claim grants that helped to cover for

the lost income to the Centre and we were able to furlough our two members of staff and they were able to be paid a proportion of their earnings from the government support provided.

By the end of March 2021 the government was looking towards easing the restrictions on activity as the vaccine programme for Covid 19 was being rolled out to larger numbers of people.

The overall impact on our finances has been less severe than might have been expected due to the financial support that has been available to the Centre. We hope that the various groups that have used the Centre will be able to recommence their activities soon and we can start booking the full range of group activities at the Centre

We would like to thank our two staff members for their work during this difficult period.

Agreed by the Committee of Trustees and signed on their behalf by Graham Heaney, Chair

15th September 2021

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HIGHBURY AREA COMMUNITY ASSOCIATION**

I report on the accounts of the organisation for the year ending 31st March 2021, which are set out on the following page.

Respective responsibilities of trustee and examiner:

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply.

It is my responsibility to state, in the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether, particular matters have come to my attention.

Basis of the independent 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 you as 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 by the accounts.

Independent Examiners Statement

In connection with my examination no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 41 of the Act and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
2. to which, in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Jeanette Smith
43 Paignton Avenue
Portsmouth
PO3 6LL

4th June 2021

HIGHBURY AREA COMMUNITY ASSOCIATION

Income & Expenditure Account 1.4.2020 to 31.3.2021

Income	2020/21	2019/20
Hirings	3,787	24,695
PCC staffing grant	6,500	6,500
Covid grants	20,956	-
Furlough wages refunds	8,123	-
Total:	£39,366	£31,195

Expenditure

Staff costs	14,386	12,302
Gas/electricity	2,365	3,282
Water	1,358	537
Rates	-	611
Refuse	281	587
Phone	510	472
Post/stationery	135	351
Cleaning materials +extra cleaning	101	880
Insurance	408	401
Miscellaneous *	515	1,949
Total:	£20,059	£21,372

Surplus for period: £19,307

*Miscellaneous includes:

Web site maintenance	72
PRS/PPL	144
Covid PPE	299

Balance sheet at 31st March 2021

Current Assets

Cash at bank 55,537.78

Cash in hand 5.66

Net current assets £55,543.44

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HIGHBURY AREA COMMUNITY ASSOCIATION**

I report on the accounts of the organisation for the year ending 31st March 2021, which are set out on the following page.

Respective responsibilities of trustee and examiner:

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply.

It is my responsibility to state, in the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether, particular matters have come to my attention.

Basis of the independent 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 you as 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 by the accounts.

Independent Examiners Statement

In connection with my examination no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 41 of the Act and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
2. to which, in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Jeanette Smith
43 Paignton Avenue
Portsmouth
PO3 6LL

4th June 2021

HIGHBURY AREA COMMUNITY ASSOCIATION

Income & Expenditure Account 1.4.2020 to 31.3.2021

Income	2020/21	2019/20
Hirings	3,787	24,695
PCC staffing grant	6,500	6,500
Covid grants	20,956	-
Furlough wages refunds	8,123	-
Total:	£39,366	£31,195

Expenditure

Staff costs	14,386	12,302
Gas/electricity	2,365	3,282
Water	1,358	537
Rates	-	611
Refuse	281	587
Phone	510	472
Post/stationery	135	351
Cleaning materials +extra cleaning	101	880
Insurance	408	401
Miscellaneous *	515	1,949
Total:	£20,059	£21,372

Surplus for period: £19,307

*Miscellaneous includes:

Web site maintenance	72
PRS/PPL	144
Covid PPE	299

Balance sheet at 31st March 2021

Current Assets

Cash at bank 55,537.78

Cash in hand 5.66

Net current assets £55,543.44