

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
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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