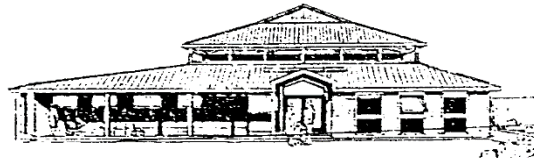


**EAST WORTHING
COMMUNITY ASSOCIATION**

Registered Charity No. 276850



ANNUAL

REPORT

2022/2023

***INCORPORATING THE ANNUAL ACCOUNTS FOR YEAR
ENDING 31ST JULY 2023***

East Worthing Community Association

East Worthing Chair's Report to the Annual General Meeting held on 6th November 2023

The Chairman began with welcoming all attendees and followed by thanking Centre Managers' Michelle and Paul, Volunteers, Members, Supporters, Councillors, the team of Charity trustees and Holding trustees. Special thanks and his gratitude go to Hon Treasurer Andrew Gardiner for his continued excellent financial expertise particularly when we are being challenged by continued increase with the bills to operate the Community Centre here. Reminded everyone the importance of the VALUE role of Community Centres. This is the 45th EWCA AGM.

Later Hon Treasurer Andrew will be speaking about an inflationary increase here to help keep pace with the necessary two managers salaries and importantly covering the continuing rises of heating lighting utilities in the Centre.

The Chairman spoke about his significant concerns about how difficult it is to attract new and retaining Charity trustees in future years. The responsibilities are many and can be seen as uninviting, unrewarding for volunteers wanting to be involved. However, we continue to look for those who are right, trustworthy individuals.

Ian gave very positive news concerning the struggles and difficulties would soon come to an end before the close of the year; with our business neighbour the Range store who since October 2021 had introduced £100 parking fines in the main Car Park. Over the two years he has personally and constantly negotiated for 10 vehicles during daytime. Secondly up to 30 vehicles being allowed, available, making a free stay in the main Car Park following the daily closure of business in the Range store. This will allow the Community Centre's future room hire to significantly increase following the removal of this threat receiving £100---- fines. In recent times causing a loss of business since its introduction particularly with meetings and parties in the evenings and weekends.

The East Worthing team of managers and Charity trustees also continue to work hard with new ways to attract future business following the recent now Post Covid chapter.

He closed updating the meeting on the work and achievements Adur and Worthing Council Community Associations and Centres.

Ian Richardson
Chairman
East Worthing Community Centre and Association

Monday November 6th 2023

**Ian Richardson, Chairman
East Worthing Community Association
November 2023**

Centre Manager's Report

6th November 2023

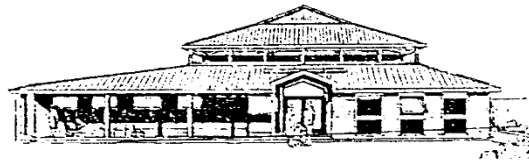
Thank you all for coming to our AGM this evening and for your continued support of the centre. We have had a good year and continue to thrive in the community. Our frontage has been hugely improved with the flower bed under the EWCA sign getting some much overdue attention. Lesley, a kind neighbour who loves gardening, offered to weed it and manage it for us and now enjoys keeping it looking tidy, what a difference it has made!

New groups that have joined us over the last year include Overeaters Anonymous (OA), a twelve step programme for people with problems relating to food including compulsive eaters, binge eating and anorexics. Making the sixth AA support group, a meet aimed for the LGBTQ community started in June on a Monday evening in the coffee lounge. Time Out Fostering started meeting in February, an independent fostering agency offering a range of services for children between the ages of 0 to 18, giving positive experiences and improved outcomes for them. In March, the Spiritual Workshop and Nurturing Sanctuary (SWANS) started meeting in the hall, with a good attendance every month for a two hour session which supports local charities. In August they held a hugely successful and busy open day in the hall, offering a variety of stalls and selling homemade cakes. We were pleased to welcome a yoga group on a Monday evening and Friday afternoon, free to punters, as locally supported by The Community House. Colin started a daytime Stroll class in October, offering a three week course for beginners, we are hoping this will prove as popular as his evening lesson. Between Christmas and New Year the centre has a second booking from KAPOW, a wrestling event which had a great attendance in the summer, We hope to make some money from selling refreshments during the evening. The last of the stamp group meetings was in March, we sadly could not accommodate a change of day, one of the long standing organisations from the early days. The U3A organisation has also been using the centre for many years for the various courses they offer, including mahjong, beginners recorder and art classes. Also a new beginners' watercolour group started in the spring and has proved popular every fortnight in the coffee lounge. The children's train party continues to meet several times a year, the next one being in the Christmas break. The Women's Hub used the centre for Wellbeing Day a couple of weekends ago. This included free massages, meditation and stalls selling food.

The centre was used in May once more for the local elections, over 2100 people came to vote, always a good way of introducing new faces to us.

Staff have had some safety training this year, Paul attended Fire Warden Training and along with some members of Scamps Pre-School, Michelle and Paul renewed their First Aid certificates with a combined online and practical course held at the centre.

Maintenance of the centre is ongoing! The gents toilets regularly become blocked, drainage engineers and the council have looked on occasion but unfortunately the problem is not easily rectified. There was also a leak found in the cupboard in Room 1, which Worthing Borough Council discovered was from a pipe in the ladies' toilet that needed tightening. IPS recently highlighted the need for a new panel on the intruder alarm on their last maintenance check, which was reported back to the council. A fault was rectified when a warning light showed on the fire alarm panel which Southern Fire Alarms fixed, this was due to a connection in the hall. Part of the shed floor had to be replaced with wooden boards as it was slowly collapsing and becoming very unsafe, this was unfortunately due to damp. Paul painted the wooden fence at the back of the centre during the summer break. There is an ongoing leak in the hall, not just due to the current bad weather, usually when the wind is in a certain direction, it has been reported to the council as has become more often. The coffee lounge upholstered chairs were cleaned over the summer, the first time since before the Covid outbreak, so very overdue. They look so much better now, along with the worst of the blue ones used in Room 3.



**EAST WORTHING COMMUNITY ASSOCIATION
(Registered Charity No. 276850)**

REPORT OF TREASURER

ANNUAL GENERAL MEETING – 6th NOVEMBER 2023

1. INTRODUCTION

- 1.1 I have pleasure in presenting my 43rd Treasurer's Report and the Annual Accounts for 2022/2023 for the East Worthing Community Association.
- 1.2 This is always a particularly busy time of year for me. April and May are traditionally busy with the preparation of the annual tax return for the previous year due in April, the completion of the Annual Report for the Community Association for the previous year, plus the submission of the Annual Return to the Charity Commissioners which was due by the end of May 2023. The Trustees were pleased to note that these were all completed and submitted on time.
- 1.3 With the end of the Covid-19 Pandemic the Centre has begun its recovery to a more normal state of operation. The downside being the non-receipt of Covid related support grants which amounted to £2,667 in the previous year.

2. STATEMENT OF ACCOUNTS 2022/2023

- 2.1 The following paragraphs give a brief explanation of each account for the year 1st August 2022 to 31st July 2023.

Page 7	Community Centre Account
Page 8	Community Centre Equipment and Centre Reserve
Page 9	General Income and Expenditure Account and General Reserve
Page 10	Balance Sheet
Page 11 – 12	Independent Examiner's Report.

2.2 Community Centre Account (Page 7)

Employees - The largest single cost of running the Centre continues to be the employment costs of the staff at the centre. This is £46,601.92, an increase of £4,829 over the previous year. As stated previously, for the whole of this period, this has been based on an average monthly amount calculated on 2019/20 pay uprated for changes to the National Minimum Wage. A welcome contribution towards reducing the cost of employment was the continuation of the Government's Scheme to relieve small employers of the burden of paying Employer's National Insurance contributions. This has saved the Centre £3,842.34 in the tax year ending 31st March 2023. There were no Covid Furlough grants payable in this year as in the previous year.

Other Expenditure on running the Centre has increased by £12,221 over the year. Much of this increase has resulted from the significant increase in Energy costs now totalling £9,702.45, up by a massive 201% from the previous period and other increases in the overall operational costs due to the re-opening of the Centre.

2. STATEMENT OF ACCOUNTS 2022/23 (continued)

Income - It is very pleasing to note the receipts derived from Centre bookings fees, continued to show an improvement (£64,040) following the gradual re-opening of the Community Centre following the closure due to the Coronavirus Pandemic. The net surplus from the Coffee Lounge (£1,701) also produced an increase of £214 compared to the previous year. It is almost impossible to draw any meaningful comparisons but there is strong evidence from the increased receipts that the Centre is bouncing back to more normal levels of activity and usage.

The overall effect of the increase in expenditure offset by the increase in receipts, has resulted in the Centre producing a deficit of £2,569.19 compared to the previous year's surplus of £4,888.19, excluding repairs and maintenance.

This result is disappointing as the Centre should now be producing surpluses to maintain its viability for the future. The Centre is an ageing asset, with more and more items requiring maintaining, updating and even replacement. The cumulative effect of this needs to be managed and will continue to command the Management Committee's attention over the coming months and years. The Management Committee spends much time in discussing options for investment in the Centre to maintain or improve on its present standard of operation and condition.

- 2.3 **Community Centre Equipment Account (Page 8)** - This account refers to the purchase of equipment which is financed over a period of time by an annual depreciation charge to the Centre Account. The Centre purchased an Office PC and associated software costing £735.00 during 2022/2023.
- 2.4 **Centre Reserve (page 8)** - the costs of routine maintenance and planned maintenance works are charged to this account. These totalled £366.45 in 2022/23. The Centre Reserve now has a balance of £8,422.60 down from £11,358.24 in 2021/22. I have continually suggested that the Centre really needs to produce an operating surplus of between £4,000 and £5,000 each year to build up sufficient reserves to meet cyclical maintenance liabilities when they fall due. It is disappointing to note that this year we have moved away from this target.
- 2.5 **Community Association's General Income and Expenditure Account (Page 9)** - this account includes all transactions relating to the general running of the Association. In 2022/23, there has been no major expenditure and receipts from Affiliation Fees of £863.00.
- 2.6 **The General Reserve (Page 9)** - the contribution from the Association's Income and Expenditure Account is carried here. The reserve includes the profit on investments for the year from the annual revaluation of the Associations investments (£1,081.36).
- 2.7 **Balance Sheet (Page 10)** - this is a statement of the closing balances of the Association's assets and liabilities as at 31st July 2023.
- 2.8 **Post Balance Sheet Events** - I reported in paragraph 2.6 above the profit from the revaluation of the Association's Investments held by COIF (Charities Official Investment Fund) as at 31st July 2022. This is a much better position than expected as the value of investments during the year was influenced by the trading conditions in the world and home financial markets. The value of the investments as at 31st October 2022 is £108,778.19, which shows a reduction in value of £2,971.12 from the July valuation as shown in the Balance Sheet and Accounts.

3. INDEPENDENT EXAMINATION OF ACCOUNTS

- 3.1 Under the Charities Act 2011 and the General Directions of the Charity Commissioners an Independent Examination of the Accounts has taken place. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. The Independent Examiners Report is shown on pages 11 - 12.

4. EXPRESSION OF GRATITUDE

- 4.1 I would like to express my sincere thanks to all the staff and volunteers working at the Centre, and in particular to Michelle Smith and Paul Brooker who manage the day to day operations at the Centre.
- 4.2 My thanks are also due to the Independent Examiner, Nick Sarjeant, for examining the accounts within the timescale required.

ANDREW D. GARDINER - Hon. Treasurer – 6th November 2023

EAST WORTHING COMMUNITY CENTRE

ACCOUNT FOR YEAR 1ST AUGUST 2021 TO 31ST JULY 2022

2020/2021

£	EXPENDITURE	£ p	£ p
44,762	Salaries & Overheads - Manager & Assistants	41,773.37	
-17,671	HM Government Job Retention Scheme Grant	-1,837.03	4.40%
1,000	Accountancy/Payroll Expenses	1,000.00	
3,813	Premises - Electricity	4,505.97	
2,799	Gas	287.26	
683	Cleaning	1,024.55	
0	Business Rates	395.02	
327	Waste Collection	339.30	
501	Water Rates	513.49	
2,771	Insurance	3,148.39	
0	Security	152.40	
0	Routine Maintenance - charged to Centre Reserve	0.00	
776	Telephones - Rental/Calls	838.43	
60	Entertainment Licences	1,767.80	
574	Office Expenses	724.19	
195	Miscellaneous	533.54	
-7	Photocopier	-21.10	
135	Depreciation Equipment 16/17	135.00	
747	Equipment 17/18	747.00	
156	Equipment 18/19	156.00	
381	Equipment 19/20	381.00	
£42,002	TOTAL EXPENDITURE	£56,564.58	
INCOME			
22,196	Booking Fees	57,045.09	
68	Miscellaneous Income	254.73	
6,000	HM Government Coronavirus Business Support Grant	2,667.00	
101	Coffee Lounge * (net surplus)	1,485.95	
£28,365	TOTAL INCOME	£61,452.77	
-£13,636	Surplus / (Deficit) for period transferred to Centre Reserve Account	£4,888.19	
COFFEE LOUNGE TRADING STATEMENT			
350	*Coffee Lounge: Gross Takings	2,005.15	
(249)	- provisions	(519.20)	-25.89%
£101	Surplus for period	£1,485.95	

EAST WORTHING COMMUNITY CENTRE

COMMUNITY CENTRE EQUIPMENT ACCOUNT FOR YEAR 1ST AUGUST 2022 TO 31ST JULY 2022

2021/22		£ p	£ p
£			
3,984	Purchase of equipment, crockery, staging, photocopier		2,565.00
-	Add: new purchases of equipment during year (listed)		0.00
3,984			2,565.00
	Less: Depreciation-		
135	Equipment 16/17	135.00	
747	Equipment 17/18	747.00	
156	Equipment 18/19	156.00	
381	Equipment 19/20	381.00	
-			1,419.00
£2,565			£1,146.00
£	New purchases of equipment during year (listed)		£
0.00			£0.00

CENTRE RESERVE - YEAR 1ST AUGUST 2022 TO 31ST JULY 2022

£		£
21,496	Balance brought forward 1st August	7,196.52
-13,636	Contribution from / to () Centre Account	4,888.19
7,860		12,084.71
61	Less: Routine Maintenance	184.11
573	Less: Planned Maintenance Works (listed)	542.36
7,226	Surplus / (Deficit) for year	11,358.24
780	Resurfacing of Play Area for Playgroup	0
-750	Grant received from WSCC for Playgroup works	0
£7,196	Surplus / (Deficit) for year	£11,358.24
	<u>Planned Maintenance Works 2022/2023</u>	£
	Southern Fire Alarms Fire Alarm Maintenance	121.76
	Southern Fire Alarms Fire Alarm Maintenance 2022	420.60
		£542.36

EAST WORTHING COMMUNITY ASSOCIATION

GENERAL INCOME AND EXPENDITURE ACCOUNT FOR YEAR 1ST AUGUST 2021 TO 31ST JULY 2022

2020/21

£ p	INCOME	£ p
90	Membership and Affiliation Fees	866.46 *
500	Legacy / Donations	70.00
0	Interest on Investments	1.60 *
£590		£938.06
	EXPENDITURE	
0	Subscriptions	-
250	Miscellaneous	265.00 *
£250		£265.00
£340	SURPLUS/(DEFICIT) FOR PERIOD CARRIED TO GENERAL	£673.06

£ p		£ p
119,320	Balance brought forward 1st August	£138,098.98
18,439	Profit / (Loss) on Revaluation of Investments	1,892.36
340	Contribution/(Deficit) from General Account	673.06
£138,099	Balance carried forward	£140,664.40

EAST WORTHING COMMUNITY ASSOCIATION

BALANCE SHEET AS AT 31ST JULY 2023

2021/22 £		£ p	£ p
FIXED ASSETS			
14,014	Building Extension - Construction/Fees	14,014.15	
<u>5,000</u>	Less: Grant (W.B.C.)	<u>5,000.00</u>	9,014.15
9,014			
577	Purchase & Installation of Storage Shed (net of grant)		577.00
<u>1,146</u>	Equipment		<u>1,218.00</u>
<u>£10,737</u>			<u>£10,809.15</u>
CURRENT ASSETS			
113,642	**Investments	114,723.03	
2,843	Sundry Debtors	2,545.35	
99	Payments in Advance	263.64	
24,782	Bank Current Accounts	23,008.08	
<u>528</u>	Cash and Stock in Hand	<u>479.94</u>	141,020.04
<u>141,894</u>			
LESS: CURRENT LIABILITIES			
608	Sundry Creditors	1,180.90	
<u>-</u>	Receipts in Advance		<u>1,180.90</u>
608			
<u>£141,286</u>	NET CURRENT ASSETS		<u>£139,839.14</u>
<u>£152,023</u>			<u>£150,648.29</u>
REPRESENTED BY:			
140,664	General Reserve		142,279.52
<u>11,358</u>	Centre Reserve		<u>8,368.77</u>
<u>£152,023</u>			<u>£ 150,648.29</u>

	2021/22 £ p	2022/23 £ p
Investment with Charities Official Investment Fund		
Valuation at close of business on 31st July 2023	113,641.67	114,723.03
Valuation at close of business on 31st July(Previous Year)	111,749.31	113,641.67
Less Cost Price of Investments sold	-	-
Change in value of investment in 2021/22	<u>£1,892.36</u>	<u>£1,081.36</u>
Reconciliation of Shares sold:		
Profits taken on shares sold in 2021/22	0	-
Cost Price of Investments sold in 2021/22	<u>0</u>	<u>-</u>
	<u>0</u>	<u>£0.00</u>

Prepared by:

A. D. Gardiner, Hon. Treasurer

Audited and found Correct by:

N.Sarjeant Independent Examiner



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

EAST WORTHING COMMUNITY ASSOCIATION

On accounts for the year
ended

31ST JULY 2023

Charity no
(if any)

276 850

Set out on pages

ATTACHED

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and
basis of report

As the charity's trustees, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

N. Sargeant

Date:

31/10/2023

Name:

NICK SARGEANT.

Relevant professional
qualification(s) or body

RETIRED MEMBER - INSTITUTE OF INTERNAL AUDITORS
" " ASSOCIATION OF ACCOUNTING TECH

(if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

NOTHING IDENTIFIED.