

Report from Jason Barnes the Chair of Trustees to the AGM 2nd October 2023

Thank you - I would like to thank the representatives of the User Groups here tonight, and the User Groups in general for using the Centre. Without you, there would be no point in having a Community Centre.

As part of my report this evening, I would like to share with you some of the work and activities our Trustees and Team have undertaken over the past 12 months, and planned work to be carried out in the Centre.

1. Considerable funds have been spent on repairs and maintenance on the roof following several serious leaks and then damage to ceilings and flooring. You may have noticed the new carpet which has been laid in the foyer, which has really freshened up the entrance to the Centre. The previous carpet and tiles were laid approximately 25 years ago (I am told) and following a flood down the end of the corridor over winter, where the ceiling fell in one evening, and was then subsequently repaired, it felt the time was right to have new carpet laid along the corridors down to room 3 and the disabled toilet. This work will take place within the next couple of months.

In the next few weeks new double-glazed units are being fitted into the windows in rooms 1 and 3 as they have blown, and are leaking, which means amongst other things, the heat is getting out. New handles have also been fitted to 7 of the windows throughout the building.

Room 4 is due to be decorated and we are awaiting quotes – very dated and unpleasant on the eye.

2. The Centre was closed for 2 weeks in August for essential maintenance and decorating in the foyer and corridors, and new Fire Exit doors were made and fitted in room 2.

3. Fresh off the press, Trustee Tim Croall has managed the purchase on behalf of the Centre a new touch-sensitive digital piano which is located in its new cabinet in Room 1, built by Trustee Jason Forbes. Thanks Jase, we appreciate the time and effort which went into the construction of the cabinet for Users to access, and for the construction of the arch in the garden too.

Funds for the Piano were raised at the Table sale event organized by Caretaker Nickkie Pomfritt, early on in the year so a big thank you to Nickkie.

4. We are currently looking to invest some money into having the front door to the Centre having an automated unit fitted to assist with the opening and closing of the door at the push of a button as this will be much more user friendly for able and disabled users of the Centre. Watch this space.

5. Xmas Fayre – being held here on Saturday 4th November 10am – 3pm. Free entry, lots of Christmas gift along with a tombola & raffle.

6. It's also very important to me to thank the Previous long serving Vice Chair and Chair of the Centre, Gary Nunn and Charlotte Blackman and for their help in handing over the responsibilities so smoothly to me and my fellow Trustees.

7. I also want to thank the Trustees of our Community Centre. They are all volunteers and generously contribute their time to helping and supporting the Centre run efficiently.

8. We currently have 8 Trustees, along with myself as Chair, Chrissie Musselwhite, Jane Fawkus, Ivan Seviour, Roger Best, Alexandra Boyd, Jason Forbes and Tim Croall.

We will be advertising shortly for a 9th Trustee to take up the role of Vice Chair who can support the Chair with things like Charity Commission matters drafting / updating Centre policies and deputizing for the Chair.

9. Let me share a bit more about the management of the Centre.

Nickkie Pomfrett, Caretaker, looks after the Centre day to day and liaises with many of our regular users and often assists them with setting up of the rooms etc.

Our Booking Secretary, Dawn Humphries, continues to skillfully manage all the bookings and also co-ordinates access for all the trades people that we use.

We currently have 35 groups regularly using the Centre, 7 days a week covering a wide range of activities such as: fitness classes; physio treatment; Brownies; choirs, art groups, Thursday Club, Pilates, Band Practice, Shuffle Board, Tai Chi and history groups along with ad-hoc parties and meetings.

Footfall through the doors amounts to around 30,000 per annum.

I also have a request from the Booking Secretary asking could we all ensure when using the facilities we close all the windows, especially with the colder seasons approaching and ensure the centre is locked up after use.

10. As I referenced earlier, let me share some of the things our team of Trustees and Management Team do in managing and supporting the Centre.

- Roger Best, manages all garden related matters, which is there for the benefit of the Wilton community. Roger works with the contractor who mows the grass regularly, and keeps the plants, trees and bushes trimmed for everyone to enjoy.
- Alex Boyd liaises with the Community Development Office and associated bodies such as Community Matters, Ask the Network, Village Halls Association and The Thrive Renewables Community Benefit, as well as being a Wilton Town Councillor.
- Carolyn Stammers is our very effective Minute Taker and is responsible for producing accurate Trustee and Management meeting minutes.
- Doug Stammers, Treasurer, for managing the Centre's accounts and produces monthly accounts and presents to the Board. Doug and Jason Forbes have been fundamental in setting up all of the Centre's online banking, which enables us to work more efficiently and effortlessly when it comes to receiving and making payments and balancing the books. Doug also publishes the timetable of User events in the handbook in the foyer.
- Ivan Seviour - thanks for your counsel in my early days on the board, and for coordinating some of the work undertaken by Trades people on fire doors, the roof and the heating which we have had some real issues with, but is sorted now.
- Chrissie Musselwhite, who was the previous Minute taker at our committee meetings, has worked with some of the user groups, specifically The Thursday Club.
- Jane Fawkus for liaising with her friend who very kindly donated a piano to the Centre. Unfortunately, the time came when the two piano's that had been here for a number of years were no longer at their best so following some advice from two independent experts, had them removed at great expense.
- Tim Croall manages the Centre's website which he has refreshed to include a page showing regular groups, with details of how to contact organisers and User groups. If anyone would like to add to this page, please get in touch with us and we will forward on.
We're always looking for photos of any of the regular groups to include on the website, so again please get in touch (assuming permission from those in the photos).
The website also now includes a gallery of photos of the Community Centre Garden, taken during the summer.

And lastly, just to reference

11. All of the Centre's policies are displayed on our website:

- And the Risk Assessment (covering Health & Safety and fire) is reviewed annually by the Chair and all safety equipment is regularly tested, in line with recommendations. This includes the emergency lighting, fire extinguishers and emergency exit doors on a more regular basis.

Those attending the meeting agreed to accept the report in full and there were no questions.

Registered Charity Number 278026

WILTON COMMUNITY CENTRE

Accounts

for the Year ended 31st March 2023

**Clifford Fry & Co LLP
St Mary's House
Netherhampton
Salisbury
Wiltshire
SP2 8PU**

WILTON COMMUNITY CENTRE

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WILTON COMMUNITY CENTRE

Receipts and Payments for the Year ended 31st March 2023

	2023 £	2022 £
Income		
Rents & hirings	35,536.58	19,506.39
Bank interest received	352.32	588.92
Solar energy	3,412.88	3,131.00
WCC grant	500.00	14,004.00
Sundry income	886.34	1,111.02
Donations	636.53	696.61
	<u>41,324.65</u>	<u>39,037.94</u>
 Expenditure		
General maintenance	2547.31	2871.69
Light, heat, power and water	7800.05	2214.82
Caretaker and gardening	11270.28	9676.96
Insurance and licences	2190.33	2425.13
Telephone and broadband	661.53	532.89
Printing, postage & stationery	389.47	929.69
Sundry expenses	482.80	422.83
Repairs and renewals	6766.14	2717.49
Accountancy	939.00	220.00
Paypal fees	4.01	21.00
Stage system	0.00	2160.00
Honorarium	1200.00	1200.00
Jubilee	500.00	0.00
	<u>34,750.92</u>	<u>25,392.50</u>
 Excess of income over expenditure	<u>6,573.73</u>	<u>13,645.44</u>

WILTON COMMUNITY CENTRE

Statement of Assets and Liabilities as at 31st March 2023

	2023 £	£	2022 £	£
<u>Fixed Assets</u>				
Property	<u>13,918.44</u>	13,918.44	<u>13,918.44</u>	13,918.44
<i>Fixtures & fittings valued at £13460.03 as per inventory. The value has been written off and not included in the balance sheet.</i>				
<u>Current Assets</u>				
Lloyds TSB	36,039.21		29,629.79	
High interest account	9,409.26		9,391.45	
Shawbrook	42,391.06		42,201.15	
32 day notice	20,245.84		<u>20,101.24</u>	
Paypal	<u>123.99</u>			
		108,209.36		101,323.63
<u>Current liabilities</u>				
Deposits	800.00		488.00	
Accruals	<u>220.00</u>		<u>220.00</u>	
		1,020.00		708.00
Net Assets/Liabilities		<u>121,107.80</u>		<u>114,534.07</u>
<u>Reserves</u>				
Value of funds as at 31st March 2022	114,534.07		100,888.63	
Excess of expenditure over income	<u>6,573.73</u>		<u>13,645.44</u>	
Total Reserves		<u>121,107.80</u>		<u>114,534.07</u>

We approve these accounts and confirm that we have made available all relevant records and information for their preparation.

.....
Chair of Trustees

.....
Date

.....
Treasurer

.....
Date

WILTON COMMUNITY CENTRE

Independent Examiner's Report to the Trustees of WILTON COMMUNITY CENTRE

I report on the accounts of Wilton Community Centre (Charity Number 278026) for the year ended 31st March 2023

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.



.....
Clifford Fry & Co LLP
Chartered Accountants

St Mary's House
Netherhampton
Salisbury
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SP2 8PU

2116123

Registered Charity Number 278026

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