

STACEY COMMUNITY ASSOCIATION

England & Wales · Charity number 278364

Details

Other names	MILTON AND COPNOR COMMUNITY ASSOCIATION, MILTON & COPNOR COMMUNITY ASSOCIATION
Status	Registered
Legal form	Other
Registered	1979-08-22
Register	View on the Charity Commission register

Contact

Address	The Stacey Centre Walsall Road Copnor Portsmouth Hampshire PO3 6DN
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Website	www.thestaceycentre.com

Activities

Objects: THE OBJECTS OF THE ASSOCIATION ARE TO:(A) PROMOTE THE BENEFIT OF THE INHABITANTS OF THE CITY OF PORTSMOUTH PARTICULARLY OF THOSE AREAS KNOWN AS MILTON AND COPNOR (HEREINAFTER CALLED "THE AREA OF BENEFIT") WITHOUT DISTINCTION OF SEX OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, BY ASSOCIATING TOGETHER THE SAID INHABITANTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS 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) ESTABLISH, OR SECURE THE ESTABLISHMENT OF, A COMMUNITY CENTRE (HEREINAFTER CALLED "THE CENTRE") AND TO MAINTAIN AND MANAGE THE SAME (WHETHER ALONE OR IN CO-OPERATION WITH ANY LOCAL AUTHORITY OR OTHER PERSON OR BODY) IN FURTHERANCE OF THESE OBJECTS. 1. NAME: THE NAME OF THE CHARITY IS THE STACEY COMMUNITY ASSOCIATION, FORMERLY THE MILTON & COPNOR COMMUNITY ASSOCIATION (HEREINAFTER CALLED "THE ASSOCIATION")2. OBJECTS:THE OBJECTS OF THE ASSOCIATION ARE TO:(A) PROMOTE THE BENEFIT OF THE INHABITANTS OF THE CITY OF PORTSMOUTH PARTICULARLY OF THOSE AREAS KNOWN AS MILTON AND COPNOR (HEREINAFTER CALLED "THE AREA OF BENEFIT") WITHOUT DISTINCTION OF SEX OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, BY ASSOCIATING TOGETHER THE SAID INHABITANTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS 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) ESTABLISH, OR SECURE THE ESTABLISHMENT OF, A COMMUNITY CENTRE (HEREINAFTER CALLED "THE CENTRE") AND TO MAINTAIN AND MANAGE THE SAME (WHETHER ALONE OR IN CO-OPERATION WITH ANY LOCAL AUTHORITY OR OTHER PERSON OR BODY) IN FURTHERANCE OF THESE OBJECTS.THE ASSOCIATION SHALL BE NON-PARTY IN POLITICS AND NON-SECTARIAN IN RELIGION.

Activities: The Stacey Community Centre is managed by the Stacey Community Association. We offer local community groups room hire for a wide range of activities including religious worship, dance, fitness, sport, training, first aid, choir, band practice, martial arts, as well as for private party hirers. We also manage an Ofsted registered accredited Forest School Early Years setting : The Stacey Pre-School.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, Religious Activities, Arts/culture/heritage/science, Amateur Sport, Animals, Environment/conservation/heritage, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** SEE OBJECTS
- Portsmouth City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£227,424	£200,314	-	-
2024-03-31	£206,487	£178,190	-	-
2023-03-31	£159,089	£128,597	-	-
2022-03-31	£93,571	£66,006	-	-
2021-03-31	£60,580	£41,113	-	-

Trustees

Name	Role	Appointed
THOMAS FOX	Chair	2025-10-20
Andra Bacanu		2026-01-14
DARREN SANDERS		2022-04-01
Julie Nethercote		2026-01-14
Teresa Newton		2026-03-01

Accounts

THE STACEY COMMUNITY ASSOCIATION

welcoming our community in all that we do



ANNUAL GENERAL MEETING REPORT & INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2025

Supported by: Portsmouth City Council
Registered Charity No: 278364

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The Stacey Community Association

Charity:	Stacey Community Association
For the management of:	The Stacey Community Centre & The Stacey Pre-School
Registered Charity No:	278364
Address:	The Stacey Community Centre Walsall Road Copnor Portsmouth Hampshire PO3 6DN
Telephone:	023 9261 7890
Email:	thestaceycentre@gmail.com
Website:	www.thestaceycentre.com www.thestaceypreschool.co.uk
Trustees:	Lynn Collins Steph Fiford Thomas Fox Cllr Darren Sanders Andra Bacanu * Scott Keys *
Banking:	NatWest A/C: The Stacey Community Association A/C No: 97308455 Sort Code: 56-00-64
Independent Examiner:	Pamela Hobbs
Staff:	L. Bowley (Centre Manager and Pre-School Co-ordinator) G. Rust (Admin/Accounts) P. Bowley (Cleaner) H. Perry (Bank Weekend Caretaker) V. Collins (Stacey Pre-School Manager & Safeguarding Lead) H. Collins (Stacey Pre-School Deputy & SENCo) J. Lewandowski (Forest School Lead & Pre-School Practitioner) N. Jeram (Pre-School Practitioner) H. Millar (Pre-School Practitioner) L. Collins (Pre-School Practitioner) A. Ridley (Pre-School Practitioner)

**pending Ofsted approval*

Constitution of The Stacey Community Association

The Charity is governed by its constitution registered with The Charity Commission.

1. NAME:

The name of the charity is the Stacey Community Association, formerly the Milton & Copnor Community Association (hereinafter called “the Association”)

2. OBJECTS:

The Objects of the Association are to:

- (a) promote the benefit of the inhabitants of the city of Portsmouth particularly of those areas known as Milton and Copnor (hereinafter called “the area of benefit”) without distinction of sex or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations 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) establish, or secure the establishment of, a Community Centre (hereinafter called “the Centre”) and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objects.

The Association shall be non-party in politics and non-sectarian in religion.

3. POWERS:

In furtherance of the said Objects, but not otherwise, the Association shall have the power to:

- (a) Bring together in conference representatives of voluntary organisations, Government departments, statutory authorities and individuals;
- (b) Arrange and provide for, either alone or with others, the holding of exhibitions, meetings, lectures, classes, seminars or training courses, and all forms of recreational and other leisure-time activities;
- (c) Collect and disseminate information on all matters relating to its Objects, and to exchange such information on all matters relating to its Objects, and to exchange such information with other bodies having similar Objects whether in the United Kingdom or elsewhere;
- (d) Write, print or publish, in whatever form, such as papers, books, periodicals, pamphlets or other documents, including films and recorded material, as shall further its Objects, and to issue or circulate the same whether for payment or otherwise;
- (e) Purchase, take on lease or in exchange, hire or otherwise lawfully acquire such property or other rights and privileges as may be necessary for the promotion of its Objects, and to construct, maintain or alter the same, subject to the provisions of Clause 18 hereof;

- (f) Make regulations for the proper supervision, control and management of any property which may be so acquired;
- (g) Sell, let, dispose of or turn to account all or any of its property or assets subject to such consents as may be required by law;
- (h) Subject to such constraints as may be required by law to borrow and to raise funds and invite or receive donations and contributions, whether by subscription or otherwise provided that the Association may disclaim or refuse any gift, legacy or bequest in whole or part as the Association may think fit and provided that the Association shall not undertake or in any way engage in any permanent trading activities.
- (i) Support any charitable trusts, associations or institutions formed for all or any of the Objects;
- (j) Receive money on deposit or loan or overdraft, in such manner as the Association may think fit, subject to such consents or on such conditions as may be required by law;
- (k) Invest money not immediately required for its Objects in or upon such investments, securities or property as the Association may think fit, subject to such conditions (if any) as may for the time being be imposed by law;
- (l) Subject to such constraints as may be required by law to borrow and raise for the furtherance of the Objects as the Association in such manner and on such security as the Association may think fit
- (m) Subject to clause 15 hereof, employ such persons as are necessary for the proper pursuit of the Objects and make all reasonable and necessary for the payment of pensions and superannuation for staff and their dependants.
- (n) Insure and arrange insurance cover and to indemnify its employees and voluntary workers from and against all such risks incurred in the course of the performance of their duties as may be thought fit.
- (o) Provide indemnity insurance for the members of the Management Committee (or any of them) out of the funds of the Association provided that any such insurance shall not extend to any claim arising from any act or omission which the members of the Management Committee (or any of them) knew to be a breach of duty or breach of trust or which was committed by members of the Management Committee (or any of them) in reckless disregard of whether it was a breach of duty or breach of trust or not.
- (p) Affiliate to, become a member of or amalgamate or cooperate with any other organisation, institution, charity, society or body whose Objects are wholly or in part similar to those of the Association and which by its constitution prohibits the distribution of its income and property amongst its members to an extent at least as great as is imposed upon the Association by virtue of Clause 15 and Clause 22 hereof.
- (q) Do all such other lawful things as shall further the charitable Objects of the Association.

4. MEMBERSHIP:

Membership of the Association shall be of two kinds:

- (a) Individual members who shall be either Full, Junior or Associate
- (b) Group members who shall be the Constituent bodies and Sections

Membership shall be open, irrespective of gender, sexual orientation, ethnic origin, disability, age, nationality, or political, religious or other opinion to:

- (a) Individuals aged eighteen years and over living in the area of benefit, who shall be known as Full members and shall have the power to vote
- (b) Individuals under the age of eighteen living in the area of benefit, who shall be called Junior members. Junior members shall not have the right to vote at members meetings but may elect from among themselves representatives to the Management Committee without the right to vote.
- (c) Well-wishers anywhere who shall be called Associate Members. Associate Members shall not have the right to vote at members meetings.
- (d) The manner in which Junior Members elect their representatives and their number shall be determined by the Management Committee from time to time.

5. GROUP MEMBERSHIP

Constituent bodies shall be the local statutory authorities and such voluntary organisations as operate in the area of benefit and satisfy the Management Committee that they are independent organisations or branches of independent national or other organisations.

- (a) Sections shall be such groups as may, with the permission of the Management Committee, be formed within the Association among the individual members for the furtherance of a common activity.

Each Constituent body and Section shall have the right to appoint one individual representative to be a member of Management Committee and at any time by giving notice to the Secretary of the Association to revoke the appointment of such a member and appoint another member in his or her place. Such a member shall have the right to attend and vote at General Meetings of the Association

6. RESIGNATION AND TERMINATION OF MEMBERSHIP

- (a) Any member of the Association may resign his/her membership and any representative of a Constituent body or section may resign such position, by giving to the secretary of the Association written notice to that effect.
- (b) The Management Committee shall have the right for good and sufficient reason to terminate the membership of an individual member or of a Constituent body or Section provided that the individual member or person representing the Constituent body or Section shall have the right to be heard by the Management Committee before a decision is made.

7. SUBSCRIPTIONS:

All members and Constituent bodies shall pay such subscriptions as the Management Committee may from time to time determine.

8. THE MANAGEMENT COMMITTEE:

Subject to the limitations set out in clause 10 hereof the policy and management of the affairs of the Association shall be directed by a Management Committee which shall meet not less than 4 times a year. The Management Committee shall consist of:

- (a) The representative appointed by Constituent bodies and Sections in accordance with clause 5(2) hereof;
- (b) Such number of representatives of Full members, to be elected from among and by themselves at the Annual General Meeting, as is equal to the number of Management Committee members appointed under Clause;
- (c) Representatives of Junior members elected in accordance with Clause 4(b)
- (d) The Honorary Officers of the Association ex-officio in accordance with clause 9

In addition, the Management Committee may co-opt further members who shall be members of the Association provided that the number of co-opted members shall not exceed one third of the total number of members of the Management Committee as defined above.

All members of the Management Committee shall retire annually but shall be eligible to be re-elected or re-appointed.

The Management Committee shall have the power to appoint such sub-committees as it may from time to time decide and shall determine their powers and terms of reference

The proceedings of the Management Committee shall not be invalidated by any failure to elect or any defect in the election, appointment, co-option or qualification of any member.

A member of the Management Committee shall cease to hold office if he or she

- (i) Is disqualified from holding such office by virtue of section 72 of the Charities Act 1993 (or any statutory modification or re-enactment of that provision), or
- (ii) Becomes incapable by reason of mental disorder, illness or injury of managing his or her own affairs, or
- (iii) Is absent without permission of the Management Committee from all its meetings held within a period of six months and the Management Committee resolves that he/she shall cease to hold office, or
- (iv) Notifies the Management Committee in writing of his or her resignation **provided that** at least three members of the Management Committee will remain in office when the notice of resignation is to take effect.
- (v) Each member of the Management Committee shall upon election or appointment to the committee receive a copy of the Association's constitution. No person shall be entitled to act as a member of the Management Committee, following election or re-election or appointment or re-appointment, until they have signed a Declaration of acceptance and willingness to act as a managing charity trustee of the Association.
- (vi) No persons under the age of eighteen shall be voting members of the Management Committee or of any Executive Committee which may be established in accordance with clause 12 hereof but such persons may be invited to attend meetings of such committees as observers without the right to vote.

9. OFFICERS:

- (a) Honorary Officers: the Annual General Meeting shall elect a Chair, a Treasurer and such other officers of the Association as it may from time to time determine.
- (b) All honorary officers of the Association shall be ex-officio members of all committees
- (c) Paid officers: the Management Committee shall have to power to appoint and dismiss such employees of the association as it may from time to time determine.

10. ANNUAL GENERAL MEETING

Once in each year, being not more than fifteen months after the preceding Annual General Meeting, the Management Committee shall convene an Annual General Meeting of the Association which all individual members and representatives of Constituent bodies and Sections shall be entitled to attend for the purpose of:

- (i) receiving the Annual Report of the Management Committee and the annually audited or independently examined statement of accounts.
- (ii) of appointing Honorary Officers of the Association.
- (iii) of electing representatives of Full members to serve on the Management Committee.
- (iv) of appointing an auditor or auditors or an independent examiner or examiners.
- (v) of making recommendations to the Management Committee and, wherever necessary
- (vi) of voting on proposals to amend this constitution.

At least 21 clear days' notice shall be posted in a conspicuous place or places in the area of benefit and/or advertised in a newspaper circulating in the area of benefit, such notice shall give the agenda in full.

11. SPECIAL GENERAL MEETINGS

The Chair of the Association or the Secretary may at any time at his/her discretion and shall within 21 days of receiving a written request so to do signed by not fewer than 15 members with power to vote and giving reasons for the request, call a Special General Meeting of the Association for the purpose of altering the Constitution in accordance with Clause 23 hereof or of considering any matter which may be referred to them by the Management Committee or for any other purpose.

At least 14 clear days' notice shall be posted in a conspicuous place or places in the area of benefit and/or advertised in a newspaper circulating in the area of benefit giving details of the item or items to be discussed.

12. EXECUTIVE COMMITTEE:

At its first meeting following the Annual General Meeting in each year the Management Committee may establish an Executive Committee to which it may delegate any or all of its powers as it may determine.

The Executive Committee shall consist of eight members elected by and from the Management Committee and of the Officers of the Association.

The Executive Committee shall have the power to co-opt additional members who shall be members of the Association but need not be members of the Management Committee provided that the number of co-opted members does not exceed one third of the total elected and ex-officio members. All members of the Executive Committee shall retire annually but will be eligible to be elected or co-opted again.

Every delegation under this clause shall be revocable by the Management Committee at any time.

The deliberations of the Executive Committee shall be reported regularly to the Management Committee and any resolution passed or decision taken by the Executive Committee shall be reported promptly to the Management Committee.

A member of the Executive Committee shall cease to hold office in accordance with the provisions of clause 8 above.

13. RULES OF PROCEDURE AT ALL MEETINGS:

(a) **Voting**

Subject to the provisions of clause 23, any questions arising at any meeting shall be decided by a simple majority of those present and entitled to vote. No member shall exercise more than one vote notwithstanding that he or she may have been appointed to represent two or more interests, but in case of an equality of votes the chair of the meeting shall have a second or casting vote.

(b) **Quorum**

One third of the members shall form a quorum at meetings of the Management Committee, the Executive Committee and all other committees and sub-committees; the quorum to include at all times a relevant Officer of the Association.

(c) **General Meetings**

Ten members with power to vote or one third of the members with power to vote, whichever is the fewer, shall form a quorum at General Meetings of the Association.

In the event that no quorum is present at an Annual General Meeting of the Association, or the meeting has to be abandoned, the meeting shall stand adjourned and be reconvened 14 days later and those members with power to vote present at that meeting shall be deemed to form a quorum.

(d) **Minutes**

Minute books shall be kept by the Association, the Management Committee and all other sub-committees and the appropriate Secretary shall enter therein a record of all proceedings and resolutions.

14. STANDING ORDERS AND RULES FOR THE USE OF THE CENTRE:

The Management Committee shall have power to adopt and issue Standing Orders for the conduct of Association business and/or Rules for the use of the Centre. Such Standing Orders and Rules shall come into operation immediately, provided always that they shall be subject to review by the Association in General Meeting and shall not be inconsistent with the provisions of this constitution.

15. MANAGEMENT AND EXECUTIVE COMMITTEE MEMBERS NOT TO BE PERSONALLY INTERESTED:

Except as provided for in sub-clause 3 (n):

- (a) No member of the Management Committee (otherwise than as a trustee of the Association) or of the Executive Committee shall acquire any interest in property belonging to the Association;
- (b) No member of the Management Committee (otherwise than as a member of the Management Committee) or of the Executive Committee shall be interested in any contract entered into by the Management Committee;
- (c) No member of the Management Committee and no member of the Executive Committee shall receive remuneration.

16. PAID EMPLOYEES:

- (a) The Management Committee shall have the sole right in the exercise of the power conferred by clause 3 (l) hereof of appointing, dismissing, and determining the terms and conditions of service of all employees of the Association,
- (b) An employee of the Association shall not be eligible to be a member of the Management Committee, the Executive Committee or any sub-committee of the Association but may be invited to attend such committees as a non-voting adviser.

17. FINANCE:

- (a) All money raised by or on behalf of the Association shall be applied to further the Objects of the Association and for no other purpose, provided that nothing herein contained shall prevent the payment in good faith of reasonable and proper remuneration to any employee of the Association or the repayment of reasonable out-of-pocket expenses incurred on behalf of the Association by employees and volunteers.
- (b) An account shall be opened in the name of the Association with the Commercial Road branch of the National Westminster Bank, or with such other financial institution as the Management Committee may from time to time decide. The Management Committee shall authorise in writing the treasurer, the secretary of the Association and two members of the Management Committee to sign cheques on behalf of the Association. All cheques must be signed by not fewer than two of the four authorised signatories who shall not be related or in a relationship.
- (c) The Association's financial year shall be from 1 April to 31 March.
- (d) The Honorary Treasurer shall ensure that proper accounts of the finances of the Association are kept
- (e) The accounts shall be audited or independently examined once a year by a suitably qualified auditor or examiner who shall be appointed at the Annual General Meeting
- (f) An audited or examined statement of accounts for the last financial year shall be submitted by the Management Committee to the Annual General Meeting.

18. TRUST PROPERTY

(a) Land and Buildings:

The title to all land and any real property (which is not vested in the Official Custodian for Charities) shall be vested on not less than three nor more than four Holding Trustees(not being members of the Management Committee) appointed by the Management Committee. The Holding trustees shall enter into a Deed of Trust setting forth the purposes and conditions under which they hold the said property in trust for the Association and stating that they will act only in accordance with the lawful directions of the Management Committee. **Provided that** they act only in accordance with such lawful directions, Holding trustees shall not be liable for the acts and defaults of members of the Management Committee. Holding trustees may be removed by the Management Committee at its pleasure and shall otherwise cease to hold office in accordance with the provisions of clause 10 above.

19. ACCOUNTS:

The Management Committee shall comply with its obligations under the Charities Act 1993 (or any statutory modification or re-enactment of that Act) with respect to:

- (a) The keeping of accounting records for the Association.
- (b) The preparation of annual statements of the account for the Association.
- (c) The auditing or independent examination of the statements of account of the Association.
- (d) The transmission of the statements of the accounts to the Charity Commission for England and Wales.

20. ANNUAL REPORT AND ANNUAL RETURN:

The Management Committee shall comply with its obligations under the Charities Act 1993 (or any statutory modification or re-enactment of that Act) with respect to the preparation of an annual report and an annual return and their transmission to the Charity Commissioners for England and Wales.

21. INDEMNITY:

In the execution of the trusts hereof no member of the Management Committee or the Executive Committee shall be liable:

- (a) for any loss to the property of the Association by reason of any improper investment made in good faith (so long the Committee shall have sought professional advice before making such investment); or
- (b) for the negligence or fraud of any agent employed by him/her or by any other member of the Management Committee in good faith (provided reasonable supervision shall have been exercised);

No member of the Management Committee or the Executive Committee shall be liable by reason of any mistake or omission made in good faith by any member of the Management Committee or the Executive Committee other than wilful and individual fraud, wrongdoing or wrongful omission on the part of the member who is sought to be made liable.

22. DISSOLUTION:

If the Management Committee by a simple majority decides at any time that on the ground of expense or otherwise it is necessary or advisable to dissolve the Association it shall call a meeting of all members with power to vote and of the inhabitants of the area of benefit of the age of sixteen years and upwards of which meeting not less than 21 days' clear notice (stating the terms of the resolution to be proposed thereat) shall be posted in a conspicuous place or places in the area of benefit and advertised in a newspaper circulating in the area of benefit and given in writing to the Charity Commissioners for England and Wales and the Director of Culture at Portsmouth City Council.

If such decision shall be confirmed by a simple majority of those present and voting at such meeting the Management Committee shall have power to dispose of any assets held by or in the name of the Association.

Any assets remaining after the satisfaction of any proper debts and liabilities shall be applied towards such charitable purposes for the benefit of the inhabitants of the area of benefit which the Management Committee shall decide and as may be approved by the Charity Commissioners for England and Wales.

23. ALTERATIONS TO THE CONSTITUTION:

Any proposal to alter this constitution must be delivered in writing to the secretary of the Association not less than 28 days before the date of the meeting at which it is first to be considered. Any alteration will require the approval of both:

- (a) A simple majority of members of the Management Committee present and voting at a Management Committee meeting;
- (b) A two-thirds majority of individual members and representatives of the Constituent bodies and Sections with the power to vote present and voting at a General Meeting.

Notice of each such meeting must have been given in accordance with normal procedure but not less than 14 days prior to the meeting in question and giving the wording of the proposed alteration.

No alteration to Clause 2, Clause 22 or this Clause shall be made without the consent of the Charity Commissioners for England and Wales.

This revised Constitution was adopted, pursuant to Clause 18 of the Constitution adopted on 22nd May 1978, at a General Meeting of the Association held on 19th November 2014 having been approved by the Management Committee at a meeting held on 6th February 2013

Signed

Bob Gregory

Chair of the Meeting

Teresa Newton

Secretary of the Meeting

Risk Management

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 therefore have in place appropriate policies and procedures for the effective operation of the Association.

“Identifying and managing the possible and probable risks that a charity may face over its working life is a key part of effective governance for charities of all sizes and complexity. By managing risk effectively, trustees can help ensure that:

- *significant risks are known and monitored, enabling trustees to make informed decisions and take timely action*
- *the charity makes the most of opportunities and develops them with the confidence that any risks will be managed*
- *forward and strategic planning are improved*
- *the charity’s aims are achieved more successfully*
- *Reporting in its trustees’ annual report on the steps a charity has taken to manage risk helps to demonstrate the charity’s accountability to its stakeholders including beneficiaries, donors, funders, employees and the general public.”*

Charities and Risk Management (CC26)
Charity Commission website

Structure & Management

The building and grounds are the property of Portsmouth City Council who lease the premises in its entirety, inclusive of the adjacent orchard, gardens, ball court, grounds and car park to The Stacey Community Association, an independent volunteer management committee comprised of Trustees, to manage and operate the premises as a community centre for the local benefit.

A Service Level Agreement exists between Portsmouth City Council and the Association which identifies the terms and apportioned responsibilities of repair and maintenance to the premises and grounds.

The Association is responsible for all aspects of the running of the community centre and the Pre-School including, but not limited to:

- Providing venue rooms and spaces available for hire to all individuals and groups
- Hosting activities or social events that attract community interest
- Providing opportunities for voluntary work
- Ensuring both the community centre and the Pre-School are run to all current legislation and that all decisions are made in the best interests of the charity.

In April 2022, the Association opened an Ofsted registered early years setting: The Stacey Pre-School [Ofsted Registration: 2673867] which it manages alongside the Community Centre.

The Stacey Community Association holds not less than 4 Trustee meetings throughout the year as well as an Annual General Meeting in December. Trustees currently number 4 in total, inclusive of 1 in number Portsmouth City Councillor, with two further potential trustees to the Trustee Committee subject to Ofsted approval.

Nominations and voting for Trustee roles, including Trustees with special responsibilities i.e. Chair, Treasurers etc, is held during the Annual General Meeting.

The Stacey Community Centre

The Centre is available for hire:

Monday – Saturday: 8.00 a.m. – 11 p.m.

Sunday: 9.00 a.m. – 10 p.m.

The office is staffed:

Monday – Thursday: 8.00 a.m. – 2.15 p.m.

Friday & weekends: Closed

Evenings: by appointment

The Stacey Pre-School

Operates term time only for 38 weeks of the academic year to provide sessional and full day childcare and education from an Ofsted Registered early years setting for children aged from 2 years of age. We accept all government funded and fee paying children.

In 2025 we became the first Forest School early years setting in Portsmouth to be fully accredited by the Forest Schools Association:

The Stacey Pre-School is open:

Monday – Friday: 9.00 a.m.- 4.00 p.m.

The Association employs 11 staff and is responsible for paying their salaries, managing their contracts of employment and following best practice protocols of Employment Law, etc. Salary/PAYE is outsourced to a local accounts company: Neon Numbers Ltd.

Employees include the following part-time staff

- Centre Manager & Pre-School Co-ordinator
- Admin/Accounts Clerk
- 1 x cleaner
- 1 x bank weekend/events caretaker
- 7 x Pre-School Staff (5 x P/t and 2 x F/T TTO)

Additionally, a small team of reliable volunteers assist in day-to-day maintenance tasks, gardening and in supporting the hosting of community, social and fund-raising events throughout the year.

Our Mission

Our mission is to promote, enable and facilitate inclusive activities, which embrace and address the education, training, employment, welfare, health, social, cultural and recreational needs of the local community

- Keep the building available, accessible and safe for the use of local people and others
- Enable a range of social, welfare, educational, training, development and health activities to take place at the Centre which responds to the needs of the local community.
- Provide access to advice and information for all sections of the community
- Provide good quality services to users.
- Consult with the local community so that we keep up to date with local issues and where possible, advocate and support the local community.
- Be financially sustainable.

Our Values

Excellence: The Stacey Community Association aims to provide excellent service for the local community. We strive to achieve and maintain this level of quality in all of our work.

Accountability: The Association is accountable and responsible to our local community at all times. The Association is managed and run by local people.

Equality: The Association is committed to eliminating discrimination in the local community and works to provide space and support to activities which contribute to this.

Financial Sustainability: The Association believes that financial stability and excellence in management are essential for the ongoing sustainability of the Centre.

Mutual Respect. The Association will treat everyone involved and connected with the Centre with the respect they deserve.

Dynamism: The Association will work with energy and dynamism and develop the Centre to represent and engage with the people of Portsmouth's community.

Centre Manager's Report

I would firstly like to thank our amazing gardening volunteers for their continued support over the last year, with a very sincere thank you once again to Tom Fox who, in addition to supporting the gardening volunteers every Wednesday is very generous with his time by always making a point of calling in to the office every week to carry out minor repairs and maintenance to the building and to our Pre-school resources. His generous support has been very much appreciated by both myself and Vicky Collins.

I would very much like to thank our Independent Examiner for this year, Pamela Hobbs, who very kindly agreed to examine our accounts.

As our previous Chair resigned due to family and work commitments a few months ago, I would still like to thank Tilly Newton for her contribution in supporting the Community Centre and the Pre-School for the last months of her tenure and in sharing my vision for the Pre-School as well as in her valuable mentorship for the four years that I worked alongside her as a Trustee then Chair, inadvertently learning the role that I have currently occupied for last two years. It is extremely unlikely that anyone could have received a better grounding in managing a Community Centre and a Pre-School.

The Stacey Community Gardeners

- Following on from last year's call for support, this year Tom Fox has been supported in identifying gardening tasks as they become due by his fellow trustee, Lynn Collins, and both trustees regularly engage socially with our Gardening Club volunteers who meet on Wednesday mornings.
- Whilst our gardening volunteers can fluctuate our core gardening team has been with us for several years and with the recent welcome addition of Julie Tutton, is now comprised of Susanna Fulton, Eric Carter and Richard Allison. I would like to sincerely thank all of them for generously donating their time and skills in maintaining the Orchard, as well as weeding to the car park and perimeter amongst many other tasks.
- With regards to the outside spaces, whilst it was incorrectly believed that it is part of the remit of our Pre-School educators to garden & manage the dedicated Forest School grounds, these tasks have been taken up by Tom Fox who has very kindly ensured that the grass in the sensory garden in particular is maintained to a manageable height and that brambles to these areas are kept at bay. Both myself, and the Pre-School Team would like to extend our thanks to Tom for helping to keep the forest school area as "neat and tidy" as a forest environment can be!
- The Association purchased a fruit crush and a fruit press in August to press fruit juices from the orchard planning to invite the community to participate in this activity. Unfortunately, we were unable to purchase appropriate bottles and sterilising solution in time for the warm weather's early harvest. The gardeners are very much looking forward to fruit pressing next year and inviting our community join in.

Groups & Hirers: 2025

- **Community Cycle Centre**

The Community Cycle Centre have two large containers and a small office at the rear of the Stacey Centre. They meet every Saturday 10am – 2pm. The project takes in donations of old unwanted, unloved bikes and restores them back to health. These are given, in return for a small donation to cover costs to members of the public. They also repair bikes and carry out free safety checks to anyone who needs it. The organisation is run and managed by volunteers and is supported by donations. They provide an outstanding community service, as they also make donations to deserving individuals.

- **Kinetic Dance Academy:** Kinetic Dance Academy hold various classes at the Stacey Centre for all ages from 2 years up to 18 years of age.

- **Wing Chun Karate:** A martial arts karate class offering group classes to all ages from children to adult across 3 and soon to be 4 evenings a week at The Stacey Community Centre.

- **Restoration House Portsmouth:** A friendly religious worship group who hire the Lounge every Sunday from 3pm-6pm

- **Enable Ability:** We are very pleased to continue our partnership with Enable Ability's Specialist Playscheme which operates throughout school holidays from The Stacey Centre to support families from the local and wider community from postcodes PO1 to PO6 to access an inclusive specialist playscheme for children who have been diagnosed with severe physical disabilities, severe learning difficulties or complex autism. The service addresses the needs of children who require a 1:1 supervision ratio or higher and which cannot be accommodated on other playschemes and simultaneously provides a much needed respite service to families. The service operates throughout 9 weeks of the school holidays and has exclusive use of the centre and grounds (excluding the dedicated Forest School area) from 8am until 4pm.

- **Vivid Housing:** Regular hirer hosting their Residents' Meetings from the local community.

- **The Stacey Pre-School:** The success of the Stacey Pre-School continues with our team welcoming over 40 families each week, managed by Vicky Collins who leads her team to provide excellent teaching and childcare and plans a rich and rewarding curriculum of activities.

In Spring 2025, our Forest School Leader Justyna Lewandoski, finalised submission for the Pre-School to be recognised as a Forest School for Early Years. The Stacey Pre-School was awarded accreditation as an Early Years Forest School by *The Forest School Association* [the professional body and UK wide voice for Forest School, promoting and supporting best practice, cohesion and 'quality Forest School for All'] We are the first, and currently the only, early years setting to have achieved this prestigious accreditation.

The Pre-School Manager, Vicky Collins, has recently completed her Forest School Leader Level 3 Training and is currently awaiting her award to be conferred in Spring 2026.

I am extremely grateful to the whole Pre-School team in their continued support in delivering a high-quality early years setting to our local community. Particularly this year in achieving Forest Schools Association accreditation with our unique 'urban' forest school setting making full use of the rich outdoor spaces that are available, surpassing both mine and Tilly Newton's original vision for the Association to manage their own setting. This benefits our local community's families with much need early years education and childcare whilst ensuring the Community Centre remains financially sustainable long term and to no longer be reliant on revenue derived purely from hires which can notoriously be fluctuant and therefore unreliable.

Groups & Hirers: New Hirers for 2025

This year we have welcomed a record number of regular hire groups to The Stacey Community Centre:

- **Christ Central Church:** In one year Christ Central Church have made their new home at the Centre and hold regular worship on Sundays, bible study workshops throughout the week and hold a Thursday bi-monthly coffee morning which is open to the whole community as well as offering various opportunities to engage with the local community e.g. Easter Fun Day, wreath making workshops, and more recently a Sparklers & Marshmallows event where the Association trustees were pleased to be offer support for this free community event by donating marshmallows, skewers and sparklers as well as a venue space to support this.
- **Zravets Bulgarian Dancing:** A dance class showcasing and teaching traditional Bulgarian Dance supporting the local Bulgarian community.
- **One Voice Chorus:** A community choir meeting regularly every Tuesday evening in the Lounge
- **Portsmouth City Band:** A community brass band meeting regularly on Monday & Thursday evenings in the Lounge.
- **Community Integrated Care (CIC):** Award winning national charity that works to provide social care support for adults and young people with a learning disability, autism or a mental health condition. CIC regularly book the Lounge to deliver targeted training to their staff, most of whom are Portsmouth residents and are local to the community. Currently book 2-4 day training sessions in the Lounge.
- **Fitzroy:** A national charity offering a range of services for adults with learning disability, autism, complex mental health support needs and acquired brain injury, regularly book hire rooms to deliver training and workshops to their staff and other partners. Currently book several times a year to deliver training from the Lounge and the Upper Hall.
- **Mini First Aid:** Since winning support on Dragon's Den in 2021, Mini First Aid has expanded to become the UK's leading provider of CPD-accredited paediatric first aid training and supplies. They currently book the first Tuesday of each month to deliver their paediatric first aid training to local families.
- **Platt Speech & Language:** Currently book regular monthly training and staff meetings held in the Meeting Room.
- **Daybreak:** Conciliation and mediation service providers to families from the local community.
- **Guinness Partnership (Dementia Friends):** regularly booking Upper Hall, Lounge and Meeting Room for client assessments.

Community Social Events, Groups & Fund Raising for 2025

- **Easter Egg Hunt 2025:** Our Easter Egg hunt and craft morning unfortunately had to be cancelled due to a lack of reliable volunteer and trustee support. Without advance confirmation of support to prepare, host, clean and pack away after the event, it remains to be seen if this can be hosted by the Association in 2026.
- **MacMillan Coffee Morning:** Despite lots of marketing and sharing with our groups and followers on social media, our annual MacMillan Coffee Morning hit a record low attendance with just 5 attendees all from Tracey Jones' Nature Walk group which included 2 of our trustees. Fortunately, The Stacey Pre-School children's donations and attendance to enjoy juice and a cupcake more than made up for the otherwise disappointing response.
- **Halloween Community Trick or Treat Event:** Despite having to relocate indoors due to the weather, our 5th Annual Halloween Trick or Treat event was incredibly busy, and I thank Tom Fox for his generous support on what was an extremely long 12-hour day of decorating, hosting, spooking kids, cleaning and packing away afterwards. Thanks are also due to Phoebe Bowley, Hayden Perry & Georgina Rust who stepped in to decorate, host the event and pack away and clean afterwards where volunteers and trustees were unfortunately sparse in numbers. Highlights included our "Spooky Sensory Cauldrons," filling 150 Halloween Treat Cones and helping kids to make a fun "Franken-mallow treat" Thanks also to Darren Sanders who joined us in full warlock garb to help host our 90 minute event.
- **Friday Club:** As reported last year, the significant drop in attending numbers possibly due to an increase in other social clubs being available to adults with learning disabilities, and reduced volunteer availability to support hosting the monthly social club, plus Reuben Key's re-location to Wales, our former Chair, Tilly Newton, made the very reluctant decision to close Friday Club in April 2025. We may be able to reinstate Friday Club at a later date if there is enough demand and volunteer support.

Our Achievements and Successes in 2025

Our achievements and successes this year include:

- Securing 10 x new regular hire groups
- Achieving Forest School Accreditation: the first Early Years setting in Portsmouth.
- Pre-School Manager completing her Forest School Leader Level 3 Training
- Halloween Trick or Treat event in the 'graveyard' which was extremely well supported by the community once again.
- The Association re-placing flooring to the Meeting Room
- The Association re-placing carpet tiles to the upstairs landing and the stairs.
- Our landlord's (Portsmouth City Council) planned recovering of the Upper Hall floor in December 2025.
- Installing picket fencing to the orchard isolating a void to the right of the entrance.

Considerations for 2026

- Trustees & Volunteers: Arguably the Association is only as strong as its Trustees and Volunteers. Recruiting Trustees, who are able to engage positively and professionally with the Community Centre, the Pre-School and the Association's staff and who are willing to contribute to the decision making of the Stacey Centre and the Stacey Pre-School, to make decisions that are in the best interests of the charity and its aims and to be available to support the Association's staff including being receptive to their advice and responding promptly to requests for support or decision making remains a challenge.

As also reported last year, it would be good for trustees to collaborate on additional ways in which we might further support and engage the community and potentially offer free community events or subsidised social events, particularly to any demographics that might appear missing from our current profile of community service user profile.

However, I acknowledge that this is potentially hindered by several factors including our location and a lack of reliable volunteering support and trustee commitment to plan and host these types of events particularly as it would not be feasible for these to be managed with any form of long-term sustainability by the Centre Manager and her Admin colleague alone both of whom work part time hours only.

- Championing Roles for Trustees: To repeat my recommendation from last year: trustees to adopt supportive 'championing' roles in various operational areas e.g. Community Involvement, Pre-School, Safeguarding, HR, Inclusion, IT, etc. utilising their expertise and skills to engage with and support the Association and its employees to deliver its charitable objects. Maintenance & Repairs to our grounds and resources have been superbly championed by Tom Fox since his joining the committee.
- Trustees Engagement in Governance re Ofsted: In November 2025 we were lucky enough to be selected by Ofsted to participate in their practice scheme for inspectors using the new framework that came into effect in November 2025. Grading criteria are "Urgent Improvement/Needs Attention/Expected Standard/Strong Standard/Exceptional"

Whilst the Pre-School was graded highly in all areas with "Strong Standard" we were disappointingly graded as "Needs Attention" for the Leadership & Governance criteria specifically the Governance element with regard to Trustee engagement and training not with regards to leadership from the Pre-School Manager or the Pre-School Co-ordinator. From discussion with the Ofsted inspectors, during a true inspection, they would expect the Association's trustees to be able to demonstrate and evidence how they knew pre-school staff were capable to fulfil their roles as practitioners and in terms of safeguarding, how the curriculum is developed, and would ask are the trustees engaged in supporting the setting and had Trustees undertaken any training to support their understanding of this.

- Constitution Revision: This is currently out of date and does not reflect the necessity for potential trustees to be approved by Ofsted before joining as a Trustee, as well as an expectation for Trustees to have received appropriate training e.g. Safeguarding.
- Washing Machine: All Centre & Pre-school washing is still carried out by a volunteer. Centre Manager to advise committee as to potential location (possibly back kitchen) and purchase and installation costs.

- PCC Bid: Car park recovering, roof and Upper Hall floor. Upper Hall floor works are planned for December 2025. The Association awaits confirmation as to whether the bid has been successful for re-covering tarmac to the car park.
- Trustee Safeguarding Training:
"All charities have a responsibility to ensure they don't cause harm to anyone who has contact with them. Charities working with children or adults at risk have extra responsibilities." [Safeguarding and protecting people for charities and trustees by The Charity Commission]
- Recommended Trustee Training: As a former Chair of the Association myself and having completed the following training to support my previous role as a trustee and as the Centre Manager, I would have no hesitation in recommending these to our current and future Committee of Trustees.
 - Safeguarding Level 2
 - Trustee Training
 - Health & Safety in the Workplace Training
 - GDPR
 - Disciplinary & Grievance Training (ACAS)
 - Risk Assessment
 - The Role of Trustees in Delivering the EYFS
 - Safer Recruitment in Education
 - Food Safety & Hygiene Level 2
 - The Prevent Duty
 - FGM
 - Autism Awareness

Lynda Bowley

Centre Manager & Pre-School Co-ordinator

The Stacey Community Centre

08.12.25

Chair's Report

I would like to thank my fellow trustees and the following people, without whom our charity would not be able to provide the excellent service that we do. Specifically, these are:

- Our Centre Manager, Lynda Bowley and our Admin support, Georgina Rust.
- Our Wednesday morning Stacey Gardening volunteering team: Richard Allison, Eric Carter, Susanna Fulston, and Julie Tutton.
- Our Stacey Pre-School staff for all their work and planning as they collectively continue to deliver an excellent blended Early Years educational setting that has become a very successful local pre-school greatly benefitting our local community and becoming the first and only Forest School setting accredited by the Forest Schools Association.

Tom

**Tom Fox
(Chair)**

The Stacey Community Association

10.12.25

Financial Report

The Stacey Community Association: Responsibilities of the Trustees

The Charity's Trustees are responsible for the preparation of the accounts. The charity is entitled to exemption from Audit under section 145 of the Charities Act 2011, however an independent examiners report is required.

The Trustees acknowledge their responsibilities for

- a) Ensuring that the charity keeps proper accounting records in accordance with Section 130 of the Act.*
- b) Preparing financial statements that give a true and fair view of the financial health of the charity at the end of the financial year and of its income and expenditure for the year.*

NOTES:

Following a public consultation the Department for Culture Media and Sport (DCMS) has announced changes to accounting thresholds, aimed to reduce costs and administrative effort for small charities.

These changes are expected to come into effect on 30 September 2026 and apply to accounting years that end on or after 30 September 2026.

Requirement	Current threshold	New threshold (from 30 September 2026)
Accounts must be independently examined	Income over £25,000	Income over £40,000
Examination must be by a professionally qualified Independent Examiner	Income over £250,000	Income over £500,000
Non-company charities can choose to produce receipts and payments accounts	Income below £250,000	Income below £500,000
Accounts must be audited	Income over £1,000,000 Assets over £3,260,000	Income over £1,500,000 Assets over £5,000,000

Financial Comparison 2018 – 2025

	y/e 2025	y/e 2024	y/e 2023	y/e 2022	y/e 2021	y/e 2020	y/e 2019	y/e 2018
Income*	227,618	205,236	143,510	53,660				
Grants	2,500	2,500	15,578	39,911				
Turnover Total:	230,118	207,736	159,088	93,571	60,580	59,120	58,923	56,996
Less Expenditure	189,915	167,785	120,652	66,006	41,113	53,118	56,812	55,544
Less Depreciation	10,252	9,154	7,945	6,228				
Surplus	29,951	30,797	30,491	21,337	19,467	6,002	2,111	1,452

Accounts

The Stacey Community Association's accounts are produced on cash basis (receipts and payments) as opposed to accrual accounts, with outgoing invoices, recording of income and bank reconciliations being carried out by the Centre Manager and Admin support with all records available to our Chair and our trustees. The Centre Manager produces a financial report at each Trustee Meeting as well as a Forecast Report at the start of each new financial year.

Our regular Pre-School purchases include fresh fruit, crackers, breads etc for twice daily snacks which are purchased by the Centre Manager, with donations welcomed from Pre-School families. Pre-School craft and small resource items are purchased by the Centre Manager under direction from the Pre-School Manager. There is a weekly budget to accommodate these purchases.

Larger resources are purchased from the EYPP funding and SENDIF+ funding received each term into Pre-School with these funds being awarded for the explicit intention to benefit those children in the setting who satisfy local authority funding of these to our setting. These items are identified by the Pre-School Manager and are purchased by the Centre Manager.

Stationery, cleaning and janitorial supplies are purchased by the Centre Manager and any other such items to ensure the day-to-day smooth running of the Centre and the Pre-School. Any proposed purchases above £300 require trustee approval.

Our payroll is outsourced and managed by Neon Numbers.

The Centre Manager prepares the accounts for year end and these are inspected by the Independent Examiner and subsequently submitted to the Charity Commission as part of the AGM Report.

Although there is no requirement for accounts to be examined by a professionally qualified Independent Examiner (as Association income is below £250k) the financial statements in this report have been independently examined by Pamela Hobbs who is a registered accountant -Chartered Institute of Public Finance and Accountancy.

Reserves Policy:

As per Charity Commission Guidance CC19, trustees have developed a reserves protocol that:

- Fully justifies and clearly explains keeping or not keeping reserves
- Identifies and plans for the maintenance of essential services for beneficiaries
- Reflects the risks of unplanned closure associated with the charity's business model, spending commitments, potential liabilities and financial forecasts
- Helps address the risk of unplanned closure on their beneficiaries (in particular vulnerable beneficiaries), staff and volunteers

Restricted funds: These are funds given or raised for a specific purpose which may be spent only for that purpose.

Designated funds: These are unrestricted funds which have been recorded in the trustees meeting minutes as having been earmarked by the trustees for (a) essential future spending or (b) to deal with unexpected closure or loss of income

(a) should be identified against specific projects and the amount and timescale for each project given. For example, you may be planning to replace your hall flooring, in which case you should show an estimate of the cost and an indication of when the money is likely to be spent.

(b) the amount so designated should be based on the likely risk: if the risk is very high then 90 days running costs would be a reasonable figure. This is based on the notice required for many contracts and on the time required for the redundancy process. If, however, you are tied into any long-term contracts, you would need to calculate the cost to termination. Similarly with staff, you need to calculate the possible potential redundancy payments due and include them in the total figure, recalculating them each year.

'Free' funds : It is the Charity Commission's view that charities should not hold excessive reserves but should consider how the funds might be better spent on carrying out the charity's purposes.

The Association's Trustees have determined that there should be sufficient reserves to allow an orderly winding up of the Community Centre and the Pre-School should this be required.

Based on the accounts for the year ending March 2025, 3 months (90 days) of running costs to include payroll to accommodate time for the redundancy* process and to ensure transition for any children in our care to alternative settings, etc. would suggest an approximate sum of £50k be designated for this purpose. The Association has sufficient funds for this sum to be transferred to the Association's Deposit account which would isolate free funds only in the Business Account.

** The statutory redundancy notice periods are:*

- *at least one week's notice if employed between one month and 2 years*
- *one week's notice for each year if employed between 2 and 12 years*
- *12 weeks' notice if employed for 12 years or more*

** Statutory redundancy payments:*

- *half a week's pay for each full year you were under 22*
- *one week's pay for each full year you were 22 or older, but under 41*
- *one and half week's pay for each full year you were 41 or older*

Note: Length of service is capped at 20 years with all Association employees being employed since January 2022.

Independent Examiner's Report & Statement

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE STACEY COMMUNITY ASSOCIATION

I report on the accounts of the above charity for the year ending 31st March 2025, which are set out on the following pages.

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.



4th December 2025

Signed: Date:

Registered accountant - Chartered Institute of Public Finance and Accountancy

Profit & Loss Statement

Accounting Year 2024/25

	Debit	Credit
Turnover		229,778
Sales		240
PCC Staffing Grant		2,500
Grants & Donations		100
Group Hire		35,697
Private Function Hire		4,439
Stacey Centre Community Events		1,920
Room Security Deposit		673
Kids Bouncy Castle Party		7,000
Stacey Pre-School Registration Deposits		0
Stacey Pre-School - EY Funded		138,128
Stacey Pre-School - Fee Paying		20,172
Stacey Pre-School - EYPP		770
Stacey Pre-School - SENDIF		18,140
add Other Income		146
Interest Received		146
less Cost of Sales	1,421	
Cost of Sales: Friday Club & Lunch Club	1,010	
Subcontractor Costs	411	
Gross Profit		228,504
less Administration Expenses	41,164	
Gas & Electric	11,502	
Water	1,298	
Waste Removal	2,464	
Cleaning & Janitorial Supplies	2,397	
Building Repairs & Maintenance	4,351	
Pre-School Expenses	6,930	
Rates	287	
PPL/PPR Music Licence	383	
Internet & Telephone	2,954	
Stationery	1,024	
Sundries	3,566	
Accountancy Fees	890	
Consultancy Fees	720	
Subscriptions	654	
Bank/Finance Charges	387	
Insurance	1,358	

	Debit	Credit
less Staff Costs	147,477	
Staff Pension	5,544	
Staff Uniform	191	
DBS Check	533	
Subcontractor Costs - Agency	1,257	
Staff Training	1,358	
Net Salary Expense	124,734	
PAYE/NI Expense	13,858	
less Depreciation	10,252	
Depreciation Charge	10,252	
Operating Profit		£29,612
less Drawings		£0
less Profit & Loss journal entries		£0
Retained Profit this period:		£29,612
Retained Profit brought forward:		£120,605
Distributable Reserves / Retained Profit carried forward:		£150,217

Balance Sheet

As at 31-03-2025

Balance sheet items	£	£
Capital Assets	N/A	N/A
Computer Equipment Brought Forward	1,261	N/A
Fixtures and Fittings Brought Forward	21,558	N/A
Other Capital Asset Brought Forward	14,433	N/A
Stacey Preschool - start up Brought Forward	9,884	N/A
Fixtures and Fittings Purchase	5,303	N/A
Other Capital Asset Purchase	3,358	N/A
Computer Equipment Depreciation Brought Forward	-1,178	N/A
Fixtures and Fittings Depreciation Brought Forward	-13,900	N/A
Other Capital Asset Depreciation Brought Forward	-3,582	N/A
Stacey Preschool - start up Depreciation Brought Forward	-6,485	N/A
Computer Equipment Depreciation In Year	-83	N/A
Fixtures and Fittings Depreciation In Year	-4,824	N/A
Other Capital Asset Depreciation	-3,577	N/A
Stacey Preschool - start up Depreciation In Year	-1,768	N/A
Net Book Value	20,401	N/A
Current Assets	174,681	N/A
Bank Account: Stacey Community Association Business Account	164,493	N/A
Bank Account: STACEY COMMUNIT CL	9,813	N/A
Bank Account: Petty Cash	375	N/A
less Current Liabilities	N/A	44,865
Trade Debtors	N/A	44,865
Net Current Assets	£129,816	N/A
Total Assets	£150,217	N/A
Owner's Equity	N/A	N/A
Retained Profit	N/A	150,217
Total Owner's Equity	N/A	£150,217

Accounts



THE STACEY COMMUNITY ASSOCIATION

ANNUAL GENERAL MEETING 2024 REPORT

The Stacey Community Centre
Walsall Road
Copnor
Portsmouth
Hampshire
PO3 6DN

PHONE:
023 92617890

WEBSITE:
www.thestaceycentre.com

EMAIL:
thestaceycentre@gmail.com

Registered Charity No: 278364

welcoming our community in all that we do

THE STACEY COMMUNITY ASSOCIATION

ANNUAL GENERAL REPORT

Charity:	The Stacey Community Association
For the management of:	The Stacey Community Centre
Registered Charity No:	278364
Address:	The Stacey Community Centre Walsall Road Copnor Portsmouth Hampshire PO3 6DN
Telephone:	023 9261 7890
Email:	thestaceycentre@gmail.com
Website:	www.thestaceycentre.com
Trustees:	Teresa Newton (Chair) Lynn Collins Richard Flanders * Steph Fiford Thomas Fox Lynne Stagg * Cllr Darren Sanders <i>*resigned 18.12.24</i>
Banking:	NatWest A/C: The Stacey Community Association A/C No: 97308455 Sort Code: 56-00-64
Independent Examiner:	Andra Bacanu
Staff:	Lynda Bowley (Centre Manager and Pre-School Co-ordinator) Phoebe Bowley (Cleaner) Reuben Key (Bank Events Caretaker) Vicky Collins (Stacey Pre-School Manager & Safeguarding Lead) Hayley Collins (Stacey Pre-School Deputy & SENCo) Natasha Jeram (Pre-School Practitioner) Justyna Lewandowski (Forest School & Pre-School Practitioner) Holly Millar (Bank Pre-School Practitioner)



Natalie Pinnock (Pre-School Practitioner)
Georgine Rust (Admin/Accounts)

Governing Document:

The Charity is governed by its constitution registered with The Charity Commission.

Tel: 0300 066 9197

<https://www.gov.uk/government/organisations/charity-commission#org-contacts>



Risk Management:

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 therefore have in place appropriate policies and procedures for the effective operation of the Association

“Identifying and managing the possible and probable risks that a charity may face over its working life is a key part of effective governance for charities of all sizes and complexity.”

By managing risk effectively, trustees can help ensure that:

- *significant risks are known and monitored, enabling trustees to make informed decisions and take timely action*
- *the charity makes the most of opportunities and develops them with the confidence that any risks will be managed*
- *forward and strategic planning are improved*
- *the charity’s aims are achieved more successfully*
- *Reporting in its trustees’ annual report on the steps a charity has taken to manage risk helps to demonstrate the charity’s accountability to its stakeholders including beneficiaries, donors, funders, employees and the general public.”*

Charities and Risk Management (CC26)
Charity Commission website



Structure & Management:

The building and grounds are the property of Portsmouth City Council who lease the premises in its entirety, inclusive of the adjacent gardens, ball court, grounds and car park to The Stacey Community Association, an independent volunteer management committee comprised of Trustees, to manage and operate the premises as a community centre for the local benefit.

Trustees currently number 6 in total, inclusive of 1 in number Portsmouth City Councillors, with nominations and voting for these roles, including Trustees with special responsibilities i.e. Chair, Treasurer, etc being held during the Annual General Meeting.

The Association holds six committee meetings per year and holds an Annual General Meeting generally in December.

A Service Level Agreement exists between Portsmouth City Council and the Association which identifies the terms and apportioned responsibilities of repair and maintenance to the premises and grounds.

The Association is responsible for all aspects of the running of the community centre including, but not limited to:

- Providing venue rooms and spaces available for hire to all individuals and groups
- Management of the Ofsted registered Pre-School (established by SCA in April 2022)
- Hosting activities or social events that attract community interest
- Providing opportunities for voluntary work
- Ensuring the community centre is run to all current legislation and that all decisions are made in the best interests of the charity.

The Association employs the following employees and is responsible for paying their salaries and their contracts of employment, etc. Salary/PAYE is outsourced to a local accounts company (Neon Numbers Ltd).

Employees include the following part-time staff

- Centre Manager
- Admin/Accounts Clerk
- 1 x cleaner
- 1 x bank events caretaker
- 6 x Pre-School Staff

Additionally, a small team of reliable volunteers assist in day to day maintenance tasks, gardening and in hosting regular Stacey Centre Community and fund raising events throughout the year.

The office is staffed as follows:

Monday - Thursday: 8.00am – 2.00pm

Evenings & weekends: by appointment

The Stacey Pre-School

Ofsted Registration: 2673867

The Stacey Pre-School operates from the premises during term time only and is open for 38 weeks of the year in line with PCC EY funding term weeks. Morning, Lunch, Afternoon and Full Day sessions are available with sessions available Monday to Friday. The Pre-School is open from 9am until 4pm and accepts all government funded childcare and fee paying children.



Our Mission:

Our mission is to promote, enable and facilitate inclusive activities, which embrace and address the education, training, employment, welfare, health, social, cultural and recreational needs of the local community.

Our Aims:

- Keep the building available, accessible and safe for the use of local people and others.
- Enable a range of social, welfare, educational, training, development and health activities to take place at the Centre which responds to the needs of local people.
- Provide access to advice and information for all sections of the community.
- Provide good quality services to users.
- Consult with the local community so that we keep up to date with local issues and where possible, advocate and support the local community.
- Be financially sustainable.

Our Values:

- Excellence: SCA aims to provide 'excellent' services for the local community. We strive to achieve and maintain this level of quality in all of our work.
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- Financial Sustainability: SCA believes that stability of finance and excellence in management, are essential for the ongoing sustainability of the Centre.
- Mutual Respect: SCA will treat everyone involved and connected with the Centre with the respect they deserve.
- Dynamism: SCA will work with energy and dynamism and develop the Centre to represent and engage with the people of Portsmouth's community



Chair's Report:

We are fortunate that the Charity remains financial stable.

Our Achievements and Success in 2024

Our achievements and successes this year include:

- Re-decoration of all four hire rooms, the foyer and the WC.
- Our free of charge community social events this year included: Easter Egg Hunt & Craft Event and Halloween Trick or Treat event in the 'graveyard' both of which were extremely well supported by the community once again.
- Attracting 4 x new regular hire groups
- Purchase of new bouncy castle inflatable, in a generic theme in bright primary colours which has been very popular with hirers.
- Purchase of new *Dorguard* wedges to enable hirers to prop doors open without compromising safety in the event of an emergency.
- The Stacey Pre-School cohort numbers continuing to increase so that the Pre-School children on role for Spring 2024 numbers 42 with a waiting list for Spring and Summer Terms 2025
- Development of the Forest School area to include
 - Replacement of fencing to the ballcourt side
 - Replacement low level fencing to protect new saplings,
 - Installation of a large wooden pergola to the campfire circle to enable outdoor learning in all weathers
 - Purchase of a sensory cabin specifically to benefit pre-school children with SEND or sensory challenges so that they can fully engage in outdoor learning as well as providing a quiet space away from the main setting environment.
- Pre-School SENCo completing EY SENCo training
- Ofsted Inspection of The Stacey Pre-School: This resulted in a 'Good' rating with high praise from the inspector.

Considerations for 2025

- Trustees holding 'championing' roles in various areas e.g. Community Involvement, Pre-School, HR, Maintenance & Repairs, Gardening, IT, etc.
- The Lounge. At a recent committee meeting, the majority of trustees voted that the Lounge should be adapted as a pack away baby room for under 2's with the aim of opening in September 2025 to coincide with working families of children from age 9 months being entitled to 30 hours government funded childcare. Planning by Centre Manager & Pre-School Manager in terms of viability to be presented to the Trustee Committee in Spring 2025.
- The Stacey Pre-School Fees:
From April 2024 self funding fees were raised to £6.00 per hour, with this fee to be reviewed in the New Year. Government funded childcare increased from April 2024 to £8.49 for children under 3 years of age and to £5.50 for children from 3 years of age, the government funded rates for 2025 are yet to be confirmed at the time of writing. The introduction of the Government's extended funding for working families for 15 hours per week for 2 year olds inevitably heralded an increase in the number of hours required by Pre-school families, with the knock on effect of needing to employ a further member of Pre-School staff which was

filled by our long term bank employee Natasha Jeram. From September 2025 all working families will be eligible for 30 hours government funded childcare.

- Upper Hall Studio Flooring: The floor covering is cracked and potentially hazardous in some areas. Although the Association has the funds to replace the top lino, the cracks underneath the floor covering are more significant in that they represent a failing of the underlying screed which falls within the remit of PCC to repair/rectify. This remains on the agenda for next year's committee to resolve, currently being managed by Cllr. Sanders.
- Main Hall Flooring: Similarly the main hall floor covering now has two or three abrasions resulting in cracks to the sub floor. Remediation works to both upper hall and main hall flooring should be a priority for 2025.
- Friday Club: with Reuben Key, a key member of the Friday Club volunteer team being responsible for manning the sound desk and managing musical entertainment e.g. playlist, karaoke, disco, bingo etc. scheduled to move to University before September 2025, trustees will need to discuss the long term future of Friday Club.
- Washing Machine: All Centre & Pre-school washing is still carried out by volunteer. Centre Manager to advise committee as to potential location (possibly back kitchen) and purchase and installation costs.
- CCC Compound area: Community Cycle Centre are finding it increasingly challenging to operate as the ground surface is in a very poor condition and floods regularly. At CCC's request, trustees have already made initial enquiries to establish responsibility for repairs and the installation of a soak away and it is hoped this can be resolved in 2025.
- Trustees & Volunteers: Arguably the Association is only as strong as its Trustees and Volunteers. Recruiting Trustees, who are able and willing to contribute to the decision making of the Stacey Centre and the Stacey Pre-School, to make decisions that are in the best interests of the charity and its aims and to be available to support the staff employed by the Association remains a challenge. The addition of 2 x Pre-School parents and this year with 2 x long term volunteers (Andra Bacanu and Scott Key) volunteering as trustees is very welcome.
- Staffing Grant: The PCC Staffing Grant is still in the sum of £2,500 per year having first been awarded several years ago: with increased inflation over the years, this sum, although welcome, has remained fixed.

Final Thanks from the Chair

I would like to thank the following people, without whom our charity would not be able to provide the excellent service that we do. Specifically, these are:

- Our regular Friday Club volunteers: Andra Bacanu, Lynda Bowley, Scott Key and Reuben Key.
- Our Wednesday morning Stacey Gardening volunteering team, without whom our orchard and grounds would not be as well maintained and cared for: Richard Allison, Eric Carter, Wesley Eaton, Susanna Fulston, Ryan Hunter, Harchand Brar, Gabriel Orihuela and John Ashlin.
- Our long-time volunteer, Andra Bacanu, for agreeing to act as Independent Examiner of the Accounts for the financial year ending March 2024.
- Our Stacey Pre-School staff for all of their work and planning as they collectively continue to deliver an excellent blended Early Years educational setting that has become a very successful local pre-school greatly benefitting our local community.

Tilly



Centre Manager's Report:

It has been another full year at the Centre and at The Pre-School.

I would like to thank all of our amazing volunteers for their continued support over the last year, and those Trustees who have been supportive of me in my role as Manager this year, with a very sincere thank you to Tom Fox who, in addition to supporting the gardening volunteers every Wednesday single handedly makes a point of calling in to the Centre every Tuesday to carry out minor repairs and maintenance to the building and to Pre-school resources; including anything from re-filling beanbags for Pre-School, to re-stringing the goal in the skittle alley, to retro fitting *Dorguard* automatic door wedges to several doors. His generous help and support has been very much appreciated by both myself and Vicky Collins.

Groups & Hires

We wished good luck to some long term hirers this year including: Winners Church International Portsmouth, who finally moved to their permanent location at Copnor Methodist Church in October 2024, to Moneyfields Boxing who also moved to their permanent location in April 2024 and to Victory Dog Training in September 2024 who left to run classes from an outside venue.

We have however been very lucky to attract new regular weekly hirers following available hire space opening up, including

- Restoration House Portsmouth,
- Ziran Martial Arts,
- Nick Brace Karate,
- Vivid Housing
- Christ Central Church

In terms of our regular hire groups and community events, I can confirm the following:

Community Social Events & Fund Raising 2024:

Our Easter Egg hunt and craft morning was a hectic success, and our *Halloween Trick or Treat* event in its fourth year, was the busiest ever with approximately 300 children and their families attending, both events being run with generous support from our staff, volunteers and trustees including Tilly Newton, Darren Sanders, Tom Fox, Vicky Collins, Andra Bacanu, Robin Richards, Reuben Key, Phoebe Bowley and Hayden Perry.

In collaboration with The Stacey Pre-School we hosted further fund-raising for the following charities:

- Macmillan Coffee Morning
- Save The Children
- Children in Need

It would be good for trustees to collaborate on additional ways in which we can support the community and potentially offer free community events, however, I acknowledge that this is hindered by a lack of reliable volunteering and trustee support to plan and host these type of events.

Friday Club

The Centre's self-hosted social club for adults with learning difficulties and additional needs has seen a drop in numbers due to other social clubs/activities on Friday evenings that cater exclusively to this

demographic. Whilst not providing a significant source of revenue, this is outweighed by being able to provide a safe and secure social club for our members.

I remain extremely grateful to our regular Friday Club volunteers, without whom this valuable club would be unable to run. Moving forward into 2025, the drop in numbers and the consideration that there are only 4 x regular volunteers, myself included, who can be reliably available 5pm-9pm to set up, run and clean up after Friday Club means that this social club will now be held on the 1st Friday of each month.

A very special mention is due to Reuben Key, without whom Friday Club would be unable to run in its current format.

The Community Gardeners

The Community Gardeners have seen several new members joining over the last 12 months, although we are actively seeking additional volunteers to join this friendly group as attendance for new members can be sporadic.

The volunteering team have been busy maintaining the Orchard, as well as weeding to the car park and perimeter, maintaining the sensory garden area and also in helping to manage a small allotment for the Pre-School children to enjoy.

The team is managed solely by Tom Fox who identifies gardening tasks that need completing, allocates these jobs and maintains a friendly team atmosphere with the volunteers, all of whom very much appreciate his time and input.

With volunteering numbers growing, to ensure that Tom Fox is not overwhelmed in terms of regular weekly commitment it would be beneficial for him and the gardening volunteers if he could rely on regular support from one or more Trustees, particularly those with gardening ability/knowledge, who can help him identify and allocate tasks and also take time to interact with the volunteering team, all of whom greatly appreciate the social aspect of the gardening club: this would be an excellent opportunity for valuable trustee engagement with some of our service users, which is an aspect of the Community Centre that is currently lacking.

Community Cycle Centre

The Community Cycle Centre have two large containers and a small office at the rear of the Stacey Centre. They meet every Saturday 10am – 2pm. The project takes in donations of old unwanted, unloved bikes and restores them back to health. These are given, in return for a small donation to cover costs to members of the public. They also repair bikes and carry out free safety checks to anyone who needs it. The organisation is run and managed by volunteers and is supported by donations.

They provide an outstanding community service, as they also make donations to deserving individuals. The compound area that they use on Saturdays is in a very poor condition and they have expressed their request for SCA's support for improvements to be made which is currently being addressed by trustees.

Kinetic Dance Academy

Kinetic Dance Academy hold various classes at the Stacey Centre for all ages from 2 years up to 18 years of age.

Restoration House Portsmouth

A small religious worship group who hire the Lounge every Sunday from 3pm-6pm

Enable Ability:

The Specialist Playscheme operates throughout school holidays from The Stacey Centre to support families from the local and wider community from postcodes PO1 to PO6 to access an inclusive specialist playscheme for children who have been diagnosed with severe physical disabilities, severe learning difficulties or complex autism. The service addresses the needs of children who require a 1:1 supervision ratio or higher and which cannot be accommodated on other playschemes.

The service operates throughout 9 weeks of the school holidays and has exclusive use of the centre and grounds (excluding the dedicated Forest School) from 8am until 4pm.

Yoga with Jo

Jo Florio teaches yoga and meditation on a Friday morning in our upper hall, everyone is welcome at the class and it is suitable for all abilities.

National Childbirth Trust:

NCT hold regular childbirth courses throughout the year and have already booked several hires for 2025.

Vivid Housing

Regularly hire the Lounge to host their residents' meetings.

Christ Central Church

Having recently relocated from Shore Avenue, Christ Central Church will be holding their regular Sunday morning services from The Stacey Centre from January 2025.

The Stacey Pre-School:

The success of the Stacey Pre-School continues with our staff now welcoming over 40 families each week which is ably managed by Vicky Collins who continues to monitor quality in teaching and planning a rich and rewarding curriculum of activities. Our Ofsted inspection earned a well deserved "Good" rating with high praise for individual staff notably for Vicky, Hayley and Justyna.

Vicky is currently half way through training as a Forest School accredited Level 3 Leader. Natasha Jeram has also expressed interest in Level 2 Forest School Practitioner training, which will be a welcome addition to the staff training profile especially as Hayley Collins, Deputy & SENCo, completed her specialised EY SENCo course in May 2024. It cannot be stressed enough that undertaking additional training on top of a demanding full time role in the setting as well as managing their own domestic and personal timetables has been no easy feat and they are both to be congratulated.

Justyna Lewandoski, our Forest School Leader, has recently finalised submission for the Pre-School to be recognised as a Forest School Association accredited EY setting. We await confirmation in Spring 2025.

Whilst the Pre-School has surpassed both mine and Tilly's original vision for the Association to manage their own EY setting at The Stacey Community Centre back in the Summer of 2021, by benefitting local families with much needed EY education and childcare, we have both been gratified to note that this has also enabled the Centre to remain financially sustainable long term and to no longer be reliant on revenue derived purely from hires which can notoriously be fluctuant and therefore unreliable.

I look forward to 2025.

Lynda Bowley

Centre Manager

The Stacey Community Centre 08.12.24



Treasurer's Report:

For comparison, the Financial End of Year Accounts for year ending March 2024 compared to previous years are as follows:

	y/e 2024	y/e 2023	y/e 2022	y/e 2021	y/e 2020	y/e 2019	y/e 2018
Income	205,236	143,510	53,660				
Grants	2,500	15,578	39,911				
Turnover Total:	207,736	159,088	93,571	60,580	59,120	58,923	56,996
Less Expenditure	167,785	120,652	66,006	41,113	53,118	56,812	55,544
Less Depreciation	9,154	7,945	6,228				
Surplus	30,797	30,491	21,337	19,467	6,002	2,111	1,452

Reserves Policy:

On behalf of the Association I can confirm that it has retained approximately 3 months expenses (£40,000) to a separate reserves bank account.

Lynda Bowley

Acting Treasurer

The Stacey Community Association

08.12.24



Financial Report:

- Copy of Profit & Loss Accounts y/e March 2023
- Copy of Balance Sheet y/e March 2023
- Copy of Independent Examiner's Report

The Stacey Community Association Responsibilities of the Trustees

The Charity's Trustees are responsible for the preparation of the accounts. The charity is entitled to exemption from Audit under section 145 of the Charities Act 2011, however an independent examiners report is required.

The Trustees acknowledge their responsibilities for

- a) Ensuring that the charity keeps proper accounting records in accordance with Section 130 of the Act.*
- b) Preparing financial statements that give a true and fair view of the financial health of the charity at the end of the financial year and of it's income and expenditure for the year.*

The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) *Accounting and Reporting by Charities* issued in March 2005 and present their report with the financial statements of the charity for the year ended 31 March 2024.

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
THE STACEY COMMUNITY ASSOCIATION

I report on the accounts of the above charity for the year ending 31st March 2024, which are set out on the following pages.

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.

Signed: *A. Bacanu*

Andra Bacanu (12.12.24)

The Stacey Community Association -

PROFIT & LOSS

The Stacey Community Association - Profit & Loss: Accounting Year 2023/24

	Debit	Credit
Turnover		208,987.00
Hire Revenue		56,779.00
Group Hire		48,292.00
Private Function Hire		8,487.00
Friday Club (Fund Raising)		3,419.00
Stacey Pre-School Fees		146,161.00
Local Authority Fees		130,290.00
Non LA fees		15,871.00
Grants		2,500.00
Local Authority (PCC) Staffing Grant		2,500.00
add Other Income		128.00
Interest Received		128.00
less Cost of Sales	143,993.00	
Pre-School [Snacks] - Cost of Sales	3,800.00	
Cost of Sales: Friday Club & Lunch Club	1,238.00	
Cost of Sales: Pre-School Resources	8,366.00	
Staff Salary	120,939.00	
Staff Pension	3,542.00	

Staff Uniform	615.00	
DBS Check	375.00	
Staff Training	1,026.00	
PAYE/NI Expense	4,092.00	
Gross Profit		64,994.00
less Administration Expenses	25,029.00	
Gas & Electric	9,168.00	
Water	1,416.00	
Waste Removal	1,420.00	
Cleaning & Janitorial Supplies	2,236.00	
Building Repairs & Maintenance	3,324.00	
Rates	294.00	
PPL/PPR Music Licence	1,288.00	
Office Costs	110.00	
Internet & Telephone	2,696.00	
Mobile Phone	18.00	
Stationery	59.00	
Sundries snacks	281.00	
Accountancy Fees	378.00	
Consultancy Fees	540.00	
Subscriptions	417.00	
Bank/Finance Charges	229.00	
Insurance	1,155.00	
less Tax-Disallowable Admin Expenses	14.00	
Charitable Donations	14.00	

less Depreciation	9,154.00	
Depreciation Charge	9,154.00	
Operating Profit		30,797.00

The Stacey Community Association -

BALANCE SHEET

The Stacey Community Association –
As at 31 March 2024

	Capital Assets	
Computer Equipment Brought Forward	1,261	
Fixtures and Fittings Brought Forward	20,910	
Other Capital Asset Brought Forward	3,790	
Stacey Preschool - start up Brought Forward	9,884	
Fixtures and Fittings Purchase	648	
Other Capital Asset Purchase	10,644	
	-	
Computer Equipment Depreciation Brought Forward	985	
	-	
Fixtures and Fittings Depreciation Brought Forward	9,566	
	-	
Other Capital Asset Depreciation Brought Forward	1,162	
	-	
Stacey Preschool - start up Depreciation Brought Forward	4,278	
	-	
Computer Equipment Depreciation In Year	193	
	-	
Fixtures and Fittings Depreciation In Year	4,334	
	-	
Other Capital Asset Depreciation	2,420	
	-	
Stacey Preschool - start up Depreciation In Year	2,207	
	-	
Net Book Value	21,991	
	Current Assets	98,614
	Trade Debtors	19,948
Bank Account: Stacey Community Association Business Account		68,649
Bank Account: STACEY COMMUNIT CL		9,677
Bank Account: Petty Cash Tin 23/24		339
	less Current Liabilities	-

Net Current Assets	98,614
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Total Assets	120,605
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Owner's Equity	
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Retained Profit	120,605
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Total Owner's Equity	120,605
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Accounts



THE STACEY COMMUNITY ASSOCIATION

ANNUAL GENERAL MEETING 2023 REPORT

The Stacey Community Centre
Walsall Road
Copnor
Portsmouth
Hampshire
PO3 6DN

PHONE:

023 92617890

WEBSITE:

www.thestaceycentre.com

EMAIL:

thestaceycentre@gmail.com

Registered Charity No: 278364

welcoming our community in all that we do

THE STACEY COMMUNITY ASSOCIATION

ANNUAL GENERAL REPORT

Charity:	The Stacey Community Association
For the management of:	The Stacey Community Centre
Registered Charity No:	278364
Address:	The Stacey Community Centre Walsall Road Copnor Portsmouth Hampshire PO3 6DN
Telephone:	023 9261 7890
Email:	thestaceycentre@gmail.com
Website:	www.thestaceycentre.com
Trustees:	Lynda Bowley (Chair) Cllr Darren Sanders Lynne Stagg Thomas Fox Lynn Collins Carol Hill
Banking:	NatWest A/C: The Stacey Community Association A/C No: 97308455 Sort Code: 56-00-64
Independent Examiner:	Dawn Jones
Staff:	Teresa Newton (Centre Manager and Pre-School Co-ordinator) Phoebe Bowley (Cleaner) Charlotte Green (Cleaner) Reuben Key (Events Caretaker) Vicky Collins (Stacey Pre-School Manager & Safeguarding Lead) Hayley Collins (Stacey Pre-School Deputy & SENCo) Justyna Lewandowski (Forest School Leader & Practitioner) Natalie Pinnock (Practitioner) Natasha Jeram (Practitioner) Ethney Brown (Practitioner)



Governing Document:

The Charity is governed by its constitution registered with The Charity Commission.

Tel: 0300 066 9197

<https://www.gov.uk/government/organisations/charity-commission#org-contacts>



Risk Management:

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 therefore have in place appropriate policies and procedures for the effective operation of the Association

“Identifying and managing the possible and probable risks that a charity may face over its working life is a key part of effective governance for charities of all sizes and complexity.

By managing risk effectively, trustees can help ensure that:

- *significant risks are known and monitored, enabling trustees to make informed decisions and take timely action*
- *the charity makes the most of opportunities and develops them with the confidence that any risks will be managed*
- *forward and strategic planning are improved*
- *the charity’s aims are achieved more successfully*
- *Reporting in its trustees’ annual report on the steps a charity has taken to manage risk helps to demonstrate the charity’s accountability to its stakeholders including beneficiaries, donors, funders, employees and the general public.”*

Charities and Risk Management (CC26)
Charity Commission website



Structure & Management:

The building and grounds are the property of Portsmouth City Council who lease the premises in its entirety, inclusive of the adjacent gardens, ball court, grounds and car park to The Stacey Community Association, an independent volunteer management committee comprised of Trustees, to manage and operate the premises as a community centre for the local benefit.

Trustees currently number 6 in total, inclusive of 1 in number Portsmouth City Councillors, with nominations and voting for these roles, including Trustees with special responsibilities i.e. Chair, Treasurer, etc being held during the Annual General Meeting.

The Association holds six committee meetings per year and holds an Annual General Meeting generally in December.

A Service Level Agreement exists between Portsmouth City Council and the Association which identifies the terms and apportioned responsibilities of repair and maintenance to the premises and grounds.

The Association is responsible for all aspects of the running of the community centre including, but not limited to:

- Providing venue rooms and spaces available for hire to all individuals and groups
- Management of the Ofsted registered Pre-School (established by SCA in April 2022)
- Hosting activities or social events that attract community interest
- Providing opportunities for voluntary work
- Ensuring the community centre is run to all current legislation and that all decisions are made in the best interests of the charity.

The Association employs the following employees and is responsible for paying their salaries and their contracts of employment, etc. Salary/PAYE is outsourced to a local accounts company (Neon Numbers Ltd).

Employees include the following part-time staff

- Centre Manager
- Admin/Accounts Clerk
- 2 x cleaners
- 1 x events caretaker
- 6 x Pre-School Staff (includes 2 x full time employees)

Additionally, a small team of reliable volunteers assist in day to day maintenance tasks and in hosting regular Stacey Centre Community and fund raising events throughout the year.

The office is staffed as follows:

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Evenings & weekends: by appointment

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- Mutual Respect: SCA will treat everyone involved and connected with the Centre with the respect they deserve.
- Dynamism: SCA will work with energy and dynamism and develop the Centre to represent and engage with the people of Portsmouth's community



Chair's Report:

2023 has presented challenges not least with regards to rising inflation and utility costs that have affected the charity and our service users. Whilst we continue to be a busy Community Centre, we have inevitably seen a reduction in private function hires and yet we are fortunate that due to judicious management and planning, as a Charity we remain financial stable

Our Achievements and Success in 2023

Our achievements and successes this year include:

- Installing a newly fitted kitchen to replace the upstairs kitchen that was no longer fit for purpose. This means that all kitchens and kitchenettes have been replaced in the last 3 years.
- Re-decoration of all four hire rooms.
- PCC replacement of the 2 x upper rooves.
- Whilst it was unfortunate that the PCC budget did not extend to removing the de-commissioned fire escape to the car park exit we were able to negotiate the replacement of our large external notice board and the purchase of 2 x signs (for the Community Centre and The Stacey Pre-School) as well as a replacement to the previously dilapidated "The Stacey Community Centre" signage to the main entrance, all of which are now in situ.
- Our free of charge community social events this year included: Easter Egg Hunt & Craft Event and Halloween Trick or Treat event in the 'graveyard' both of which were extremely well supported by the community once again.
- Attracting 2 x new regular hire groups offering weekly ante-natal and parenthood courses.
- Donation of a new larder style fridge for use by the Pre-School to store snack items and lunches.
- The Stacey Pre-School cohort numbers continuing to increase so that the Pre-School children on role for Spring 2024 now number 40 with a waiting list for both Summer and Autumn Terms 2024.
- Development of the Forest School area with the purchase of chickens and coop and the purchase of quality outside resources as well as installation of gates to the rear play patio fence to promote a truly 'free-flow' learning environment so that staff have reported a much higher learning engagement in children in session.
- Maintenance and management of the Pre-School's dedicated Allotment, carried out by Lynn Collins and Carol Hill, two of our gardening volunteers and now Trustees.
- Recent review of the Pre-School by Connie Brazier from PCC EY Quality Dept. resulted in high praise specifically for the Forest School area to the extent that Connie Brazier has arranged for other EY settings to visit The Stacey Pre-School to showcase high quality standards in an outdoors learning environment.

Considerations for 2024

Moving forward into 2024, the Trustee Committee meetings and consultation with staff and service users have identified the following areas for consideration:

- The Lounge. This is under-used throughout the day remaining generally vacant Monday-Friday. It was previously suggested to Trustees to extend the Pre-School age by using the Lounge as a pack away 'Baby Room' so that babies from 9 months up to 2 years of age could be accommodated during the day. Despite strong PCC EY departmental support including for grant funding to facilitate equipment purchasing, this suggestion was met with reservations from the majority of the Trustees who were concerned that the Stacey Centre was "*in danger of becoming a Pre-School with a community centre attached*" with our same Trustees also commenting on a lack of service users from the 55+ demographic.

Efforts to attract and engage older members of our community have not met with success since re-opening after COVID, including unsuccessful attempts in the past 12 months to initiate a 'Knit & Natter' group, *Zumba Gold for 55+*, a painting group for retired people, resurrection of our own Lunch Club, which saw our pre-COVID numbers of 24 reduce to just 6 attendees at our last lunch.

It is possible the Centre is challenged by its location where other community centres may not be. For example, not being near to sheltered housing or within a densely populated housing area or close to shops, cafes, library or similar amenities, etc. and also by the nearest church which currently offers a selected program of senior daytime activities alongside their services/pastoral support with their own on-site café and weekly lunch club on the premises.

Alternative uses for the Lounge, or ways in which to attract service users specifically from the 55+ demographic remain unidentified at the current time.

- Wooden fencing and gate: [Approaching Forest School from the orchard entrance, the wooden fence and gate is planned to be located just before the pond.] The purpose was to provide a fully enclosed and secure perimeter for the Pre-School as required by Ofsted. Currently we have managed this requirement by establishing a temporary fence and gate which is now in need of a permanent replacement. It would be good to have this resolved before The Pre-School's first Ofsted inspection which is due next term.
- Bouncy Castle Replacement: our Kids Bouncy Castle Party hire package (3 hours main hall hire plus use of the bouncy castle) is extremely popular with our community hirers and is a significant source of annual revenue (£8,238.00 year ending 2023). The bouncy castle was purchased as a 'pre-loved' item at a cost of £100 nearly 7 years ago and is overdue to be replaced now becoming worn on the base. Comparable inflatables are approximately £1,000 to purchase as new. This will be proposed at the next Trustee meeting.
- Washing Machine Purchase: this would be a useful purchase so that centre staff can wash items on the premises e.g. tea-towels, tablecloths, mop heads, broom heads, cleaning cloths, etc as well as Pre-School staff being able to wash children's bedding, wet clothes, soft toys and resources, aprons, etc. Currently, all washing is carried out by volunteers using their home appliances.
- Forest School Area: to ensure the area is usable throughout the year as it was designed for, Trustees will need to address the following:
 - Area on the chicken coop side and on the Forest School circle side (before the kids allotment) is muddy and can be slippery and grass is struggling to thrive. Solution would be to incorporate areas of woodchip and/or to lay grass protection mesh surfacing.
 - We have purchased a second hand parachute to act as awning to Forest School Circle area – to provide rain cover and offer UV protection – we need some way of affixing it to the ballcourt and would need to install pole to act as the opposite support. Alternatively, to source quotes from a third party awning company to install sun-sails.
- The Stacey Pre-School Fees:
For context, the Pre-School opened in April 2022 with self funded fees at £5.00 per hour. This was increased in April 2023 to £5.50 per hour. A canvassing of local pre-schools (Little Bears Forest School, Langstone Community Nursery and Sparkle Lodge) suggests this could realistically be increased to £6.00 per hour to match current local market rates and to

ensure we remain both viable as a setting e.g. to continue to be able to offer competitive salaries to support quality staff retention. This will translate into an additional annual increase in revenue of £1,500 at the current time. Note: Government funding remains at £4.69 for 3 year olds (ratio of 1:8) and £5.90 for 2 year olds (ratio of 1@5).

- John Holland Bequest: Having bequeathed £1,000 to provide benefit to the Community Orchard, Tracey Jones of PCC has suggested that a bench could be purchased using some of this bequest. Our Trustees who volunteer at the Wednesday morning Gardening Club may be able to suggest alternative ideas that may be more necessary and this should be added to the agenda of the next Trustee Meeting.
- Upper Hall Studio Flooring: The floor covering is cracked and potentially hazardous in some areas. Although the Association has the funds to replace the top lino, the cracks underneath the floor covering are more significant in that they represent a failing of the underlying screed which falls within the remit of PCC to repair/rectify.
- Car Park: the spray painted parking bay lines have been very useful in encouraging service users to use the space with more consideration for all users, where previously parking was haphazard. The lines have been spray painted four times in the last 3 years and currently need re-spraying. To seek quotes from specialist third party contractor to apply industry standard thermo road markings to provide a more permanent solution for bay markings.
- Trustees & Volunteers: Arguably the Association is only as strong as its Trustees and Volunteers. Recruiting Trustees, who are able and willing to contribute to the decision making of the Stacey Centre and the Stacey Pre-School, to make decisions that are in the best interests of the charity and its aims and to be available to support the staff employed by the Association remains a challenge. The Pre-School Manager suggested inviting Pre-School parents to become Trustees, which will be beneficial so that the voice of the Pre-School can be heard more clearly.
- Staffing Grant: The PCC Staffing Grant is still in the annual sum of £2,500 per year having first been awarded several years ago: with increased inflation over the years, this sum, although welcome, has remained fixed.
- Ball Court Surface: This is now largely no longer fit for purpose and the ballcourt usage is confined to very occasional hire from kids party hirers booking the space alongside the Main Hall, or Victory Dogs using the space for dog training purposes during the Summer months as the surface is uneven with tree roots breaking through the tarmac and the surfacing is unforgiving in the event of a fall or trip as it is not a specialist MUGA cushioned surface.

Although the Association has PCC permission to re-develop the ballcourt for alternative leisure usage, Trustees were considering whether to re-wild the area which would also fall within PCC's remit to increase green spaces in the City. However, it appears that the cost to uplift the tarmac which was laid on previous tarmac surfacing and then to re-instate same with a suitable base, sub soil and top soil, as well as decommissioning the floodlights, may be preventative due to high costs involved.

An alternative may be to re-surface the area with a specialist MUGA surfacing so that it is usable however, a recent SWOT analysis suggests that the cost would not necessarily generate additional use or hire and Trustees would need to consider if this was an appropriate use of the charity's funds, assuming PCC are unlikely to fund this adaptation since the ball

court could not realistically be opened up to the public without a warden manning the area to prevent unauthorised access to the rest of the Centre's grounds.

Final Thanks from the Chair

I am, once again, extremely grateful to our community, our regular hire groups, our staff and my fellow trustees for their support of The Stacey Centre.

Most importantly I would like to thank our volunteers, without whom our charity would not be able to provide the excellent service that we do. Specifically, these are:

- Our regular Friday Club volunteers: Andra Bacanu, Scott Key, Dawn Jones and Zoe Jones, with a special word of congratulations to Reuben Key who this year won the *Portsmouth Young Volunteer* award for his support at Friday Club amongst other voluntary work.
- Our Wednesday morning Stacey Gardening volunteering team, without whom our orchard and grounds would not be as well maintained and cared for: Richard Allison, Eric Carter, Wesley Eaton, Susanna Fulston, Peta Mcinerney, and Gabriel Orihuela.
- With a special mention once again being due this year to Carol Hill, Lynn Collins and Tom Fox all of whom have managed and maintained the gardens in addition to Wednesday Gardening Club and have gone out of their way to support the Pre-School with their endeavours in maintaining the Pre-School allotment and with Tom Fox's contributions extending to include several essential repair tasks at the Centre.
- A further mention is also due to Carol who has become our "chicken whisperer" taking on responsibility for cleaning out, feeding and looking after our chickens as well as providing advice to our team so that our chickens remain healthy and well cared for.
- I would also like to thank Dawn Jones for agreeing to act as Independent Examiner of the Accounts once again this year.

I would like to thank all of our **Stacey Pre-School staff**: Vicky Collins, Hayley Collins, Justyna Lewandowski, Natasha Jeram, Ethney Brown and Natalie Pinnock for all of their work and planning as they collectively continue to deliver an excellent Early Years Forest School setting that has, in less than two years, become a very successful local pre-school.

A special mention is due to Vicky Collins (The Stacey Pre-School Manager and our longest serving member of the Pre-School team) who has developed excellent relationships with all parents and their children and whose continued enthusiasm for our setting has been a contributory factor in the number of children on role increasing each term.

I have been very grateful for the advice and support from *Connie Brazier (Early Years Quality and Sufficiency Officer* at Portsmouth City Council) who continues to provide sound advice and support to myself and the Pre-School team since the inception of The Stacey Pre-School back in the Summer of 2021.

I would like to thank Chris Richards, our PCC Community Centre advisor, for her knowledge of all matters community centre.

Finally, I would like to sincerely thank our Centre Manager, Tilly Newton, who has done another wonderful job in managing the Centre, running Friday Club and in providing direction and management support to The Stacey Pre-School. After twelve years of service, I am extremely sorry

to have had to reluctantly accept her resignation on behalf of the Association, as she leaves to pursue a fresh career challenge.

The Association is, however, extremely fortunate in that she has expressed her interest to join the Trustee Committee and I am sure my fellow Trustees will have no hesitation in supporting my nomination of her to the role of Chair, and also in joining me to thank her for all of her efforts over the years in ensuring our community centre remains a thriving Centre for the Community.

Lynda Bowley

(Chair) The Stacey Community Association

14.12.23



Centre Manager's Report:

It has been another full year at the Centre and at The Pre-School.

I would like to thank all our fantastic volunteers for their continued support over the last year, and our Trustees who have supported me in my role as Manager.

Regular Groups & Hires

Community Cycle Centre

The Community Cycle Centre have two large containers and a small office at the rear of the Stacey Centre. They meet every Saturday 10am – 2pm. The project takes in donations of old unwanted, unloved bikes and restores them back to health. These are given, in return for a small donation to cover costs to members of the public. They also repair bikes and carry out free safety checks to anyone who needs it. The organisation is run and managed by volunteers and is supported by donations.

The Community Gardeners

The Community Gardeners remain constant in numbers, although we are actively seeking additional volunteers to join this friendly group. They have been very busy keeping the Orchard well maintained, as well as weeding to the car park and perimeter, maintaining the sensory garden area and also in helping to manage a small allotment for the children to enjoy. We have also planted over 60 small trees in an unused area which we hope will create a fruiting hedge for the local wildlife with the help of the volunteers at Portsmouth Tree Council.

Friday Club

The Centre's self hosted fortnightly social club for adults with learning difficulties and additional needs remains popular and well attended. Whilst not providing a significant source of income, this is outweighed by being able to provide a safe and secure social club for our members. We are extremely grateful to our regular Friday Club volunteers, without whom this valuable club would be unable to run.

Kinetic Dance Academy

Kinetic Dance Academy hold various classes at the Stacey Centre for all ages from 2 years up to 18 years of age.

Victory Dog Training

Victory Dog Training provide dog and puppy training classes and obedience training for dogs meeting on Sunday evenings in the Main Hall.

Enable Ability:

The Specialist Playscheme operates throughout school holidays from The Stacey Centre to support families from the local and wider community from postcodes PO1 to PO6 to access an inclusive specialist playscheme for children who have been diagnosed with severe physical disabilities, severe learning difficulties or complex autism. The service addresses the needs of children who require a 1:1 supervision ratio or higher and which cannot be accommodated on other playschemes. The service operates throughout 9 weeks of the school holidays and has exclusive use of the centre and grounds (excluding the dedicated Forest School) from 8am until 4pm.

Winners Church International Portsmouth:

Winners Church hold worship services on Wednesday evenings and Sunday mornings as well as holding choir practice on the premises on Saturday afternoons and running a drama group twice monthly on Saturday afternoons from the Lounge. They have recently purchased the Copnor Methodist Church and are anticipating to make this their permanent location by the Summer of 2024.

Moneyfields Boxing

Moneyfields Boxing Club provide a fantastic service for children and young adults and meet at the centre on Monday, Wednesday and Friday evenings.

Yoga with Jo

Jo Florio teaches yoga and meditation on a Friday morning in our upper hall, everyone is welcome at the class and it is suitable for all abilities.

National Childbirth Trust:

NCT are joining the Centre in Spring 2024 to host regular childbirth courses.

Pregnancy to Parenthood:

Hosting workshops and courses for pregnancy and parenthood from Spring 2024.

Community Social Events & Fund Raising 2023:

Our Easter Egg hunt and craft morning was a success, and our *Halloween Trick or Treat* event in its third year since re-opening after COVID, was the busiest ever with over 300 families attending.

In collaboration with The Stacey Pre-School we hosted further fund-raising for the following charities:

- Macmillan Coffee Morning
- Save The Children (Christmas Jumper Week)
- Children in Need

The Stacey Pre-School:

The success of the Stacey Pre-School continues with our staff now welcoming over 40 families each week and with surplus revenue contributing significantly to the financial sustainability of the Association.

Development of the Pre-School's Forest School area including a significant investment in outdoor resources in Summer 2023 has meant that nearly all learning is now conducted outdoors with staff and parents reporting a higher level of engagement across all areas of learning.

Our Forest School Association accredited leader joined the team as a permanent team member in September 2023 with a specific remit to pursue Forest School accredited status, and plans for all Pre-School staff to achieve Forest School teacher training in the next 2 years.

After 12 years at The Stacey Centre, whilst I am very much looking forward to my new career change, I would like to thank all Trustees for their support during my time as Centre Manager. I will continue to support Friday Club as a volunteer and I have accepted the current Chair's proposal to nominate me to stand for Chair at this year's AGM where I can continue to contribute my time and experience to the Centre, the Pre-School and to our community.

Tilly Newton

Centre Manager

The Stacey Community Centre 15.12.23



Treasurer's Report:

The Financial End of Year Accounts for year ending March 2023 compared to previous years are as follows

	y/e 2023	y/e 2022	y/e 2021	y/e 2020	y/e 2019	y/e 2018
Income	143,510	53,660				
Grants & Donations	15,578*	39,911				
Turnover Total:	159,088	93,571	60,580	59,120	58,923	56,996
Less Expenditure	120,652	66,006	41,113	53,118	56,812	55,544
Less Depreciation	7,945	6,228				
Surplus	30,491	21,337	19,467	6,002	2,111	1,452

*PCC Salary Grant: £ 2,500

Bequest from John Daniels Estate: £ 12,995

Reserves Policy:

The Association confirms that it has retained approximately 3 months expenses (£ 9,500) to a reserves bank account.

Lynda Bowley

Acting Treasurer

The Stacey Community Association

13.12.23



Financial Report:

- Copy of Profit & Loss Accounts y/e March 2023
- Copy of Balance Sheet y/e March 2023
- Copy of Independent Examiner's Report

The Stacey Community Association

Responsibilities of the Trustees

The Charity's Trustees are responsible for the preparation of the accounts. The charity is entitled to exemption from Audit under section 145 of the Charities Act 2011, however an independent examiners report is required.

The Trustees acknowledge their responsibilities for

- a) Ensuring that the charity keeps proper accounting records in accordance with Section 130 of the Act.*
- b) Preparing financial statements that give a true and fair view of the financial health of the charity at the end of the financial year and of its income and expenditure for the year.*

The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) *Accounting and Reporting by Charities* issued in March 2005 and present their report with the financial statements of the charity for the year ended 31 March 2023.

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
THE STACEY COMMUNITY ASSOCIATION

I report on the accounts of the above charity for the year ending 31st March 2023, 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.

Signed: *D. Jones*

Dawn Jones

The Stacey Community Association - Accounting Year 2022/23 **PROFIT & LOSS**

	Debit	Credit
Turnover		143510
Group Hire		48419
Private Function Hire		4542
Stacey Centre Community Events		4548
After Hire Cleaning Fee		-150
Room Security Deposit		1285
Kids Bouncy Castle Party		8238
Re-Charges to Hirers		558
Stacey Pre-School Registration Deposits		400
Stacey Pre-School - EY Funded - Summer 2022		13762
Stacey Pre-School - Fee Paying- Summer 2022		3903
Stacey Pre-School - EY Funded - Autumn 2022		21178
Stacey Pre-School - Fee Paying- Autumn 2022		4632
Stacey Pre-School - EY Funded - Spring 2023		26913
Stacey Pre-School - Fee Paying- Spring 2023		5283
 add Other Income		 15578
Interest Received		42
Grant Income		15536
 less Cost of Sales	 4615	
Pre-School [Snacks] - Cost of Sales	661	
Cost of Sales: Friday Club & Lunch Club	2982	
Subcontractor Costs	973	
 less Administration Expenses	 24235	
Gas & Electric	4954	
Water	1300	
Waste Removal	1686	
Cleaning & Janitorial Supplies	1918	
Building Repairs & Maintenance	1793	
Pre-School Expenses	2974	
Rates	614	
PPL/PPR Music Licence	489	
Web Hosting	256	
Office Equipment	236	
Internet & Telephone	2671	
Stationery	1103	
Sundries	1866	
Accommodation and Meals	8	
Advertising and Promotion	147	

Legal and Professional Fees	215	
Subscriptions	597	
Interest Payable	285	
Insurance	1103	
Petrol expenses	20	
less Staff Costs	91802	
Staff Salary (Gross Payroll)	87334	
Staff Pension	3069	
Staff Uniform	262	
DBS Check	340	
Subcontractor Costs - Agency	364	
Staff Training	432	
less Depreciation	7945	
Depreciation Charge	7777	
Loss/Gain on Disposal of Capital Asset	168	
Operating Profit	30491	
less Drawings	0	
less Profit & Loss journal entries	0	
Retained Profit this period:	30491	
Retained Profit brought forward:	59316	
Distributable Reserves / Retained Profit carried forward:	89807	

The Stacey Community Association -

BALANCE SHEET

Capital Assets

Computer Equipment Brought Forward	1,261.00
Fixtures and Fittings Brought Forward	16,993.00
Other Capital Asset Brought Forward	1,633.00
Stacey Preschool - start up Brought Forward	9,476.00
Fixtures and Fittings Purchase	4,686.00
Other Capital Asset Purchase	2,157.00
Stacey Preschool -	408.00
	-
Fixtures and Fittings Disposal	769.00
	-
Computer Equipment Depreciation Brought Forward	592.00
	-
Fixtures and Fittings Depreciation Brought Forward	5,670.00
	-
Other Capital Asset Depreciation Brought Forward	343.00
	-
Stacey Preschool - start up Depreciation Brought Forward	2,071.00
	-
Computer Equipment Depreciation In Year	393.00
	-
Fixtures and Fittings Depreciation In Year	4,358.00
	-
Other Capital Asset Depreciation	820.00
	-
Stacey Preschool - start up Depreciation In Year	2,207.00
Depreciation on Disposal of Fixtures and Fittings	461.00
Net Book Value	19,854.00

Current Assets 80,015.00

Trade Debtors	1,142.00
Bank Account: Stacey Community Association Business Account	69,324.00
Bank Account: STACEY COMMUNIT CL	9,548.00

less Current Liabilities 10,061.00

Bank Account: Business Term Loan	10,061.00
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Net Current Assets	69,954.00
Total Assets	89,807.00
Owner's Equity:	
Retained Profit	89,807.00

Accounts



THE STACEY COMMUNITY ASSOCIATION

ANNUAL GENERAL MEETING 2022 REPORT

CONTACT:

The Stacey Community Centre
Walsall Road
Copnor
Portsmouth
Hampshire
PO3 6DN

PHONE:

023 92617890

WEBSITE:

www.thestaceycentre.com

EMAIL:

thestaceycentre@gmail.com

Registered Charity No: 278364

welcoming our community in all that we do

THE STACEY COMMUNITY ASSOCIATION

ANNUAL GENERAL REPORT

Charity:	The Stacey Community Association
For the management of:	The Stacey Community Centre
Registered Charity No:	278364
Address:	The Stacey Community Centre Walsall Road Copnor Portsmouth Hampshire PO3 6DN
Telephone:	023 9261 7890
Email:	thestaceycentre@gmail.com
Website:	www.thestaceycentre.com
Trustees:	Lynda Bowley (Chair) Jenny Dobson Kim Medway Cllr Darren Sanders Cllr Lynne Stagg
Banking:	NatWest A/C: The Stacey Community Association A/C No: 97308455 Sort Code: 56-00-64
Independent Examiner:	Dawn Jones
Staff:	Teresa Newton (Centre Manager and Pre-School Co-ordinator) Georgina Rust (Admin & Accounts) Emily Newton (Cleaner) Phoebe Bowley (Cleaner) Reuben Key (Events Caretaker) Vicky Collins (Stacey Pre-School Manager) Marianna Pinnock (Stacey Pre-School Deputy) Natalie Pinnock (Practitioner) Justyna Lewandowski (Forest School Practitioner) Samantha Rayner (Practitioner) Louise Cox (Practitioner)



GOVERNING DOCUMENT

The Charity is governed by its constitution registered with The Charity Commission.

Tel: 0300 066 9197

<https://www.gov.uk/government/organisations/charity-commission#org-contacts>



Risk Management:

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 therefore have in place appropriate policies and procedures for the effective operation of the Association.

"Identifying and managing the possible and probable risks that a charity may face over its working life is a key part of effective governance for charities of all sizes and complexity."

By managing risk effectively, trustees can help ensure that:

- *significant risks are known and monitored, enabling trustees to make informed decisions and take timely action*
- *the charity makes the most of opportunities and develops them with the confidence that any risks will be managed*
- *forward and strategic planning are improved*
- *the charity's aims are achieved more successfully*
- *Reporting in its trustees' annual report on the steps a charity has taken to manage risk helps to demonstrate the charity's accountability to its stakeholders including beneficiaries, donors, funders, employees and the general public."*

Charities and Risk Management (CC26)
Charity Commission website



STRUCTURE & MANAGEMENT

The building and grounds are the property of Portsmouth City Council who lease the premises in its entirety, inclusive of the adjacent gardens, ball court, grounds and car park to *The Stacey Community Association*, an independent volunteer management committee comprised of Trustees, to manage and operate the premises as a community centre for the local benefit.

Trustees currently number 5 in total, inclusive of 2 in number Portsmouth City Councillors, with nominations and voting for these roles, including Trustees with special responsibilities i.e. Chair, Treasurer, etc being held during the Annual General Meeting.

The Association holds eight committee meetings per year and holds an Annual General Meeting in December.

A Service Level Agreement exists between Portsmouth City Council and the Association which identifies the terms and apportioned responsibilities of repair and maintenance to the premises and grounds.

The Association is responsible for all aspects of the running of the community centre including, but not limited to:

- Providing venue rooms and spaces available for hire to all individuals and groups
- Providing opportunities for voluntary work
- Hosting activities that attract community interest
- Ensuring the community centre is run to all current legislation and that decisions are made in the best interests of the charity.

The Association employs the following employees and is responsible for paying their salaries and their contracts of employment, etc. but pay a monthly fee to Portsmouth City Council to facilitate the PAYE scheme to administer salaries. Staff include:

- a Centre Manager
- an Admin/Accounts Clerk (recently resigned)
- 2 x part time cleaners
- 1 x Caretaker for events
- 6 x Pre-School Staff

Additionally, a small team of reliable volunteers assist in day to day maintenance tasks and in hosting regular Stacey Centre Community and fund raising events throughout the year.

The office is staffed as follows:

Monday:	9am – 3pm
Tuesday – Thursday:	9am – 4pm
Friday:	9am – 12noon

The Stacey Pre-School operates from the premises during term time only and is open for 38 weeks of the year in line with PCC EY funding. Morning, Lunch, Afternoon and Full Day sessions are available. Sessions are available: Monday – Friday: 9am – 4pm



Our Mission:

Our mission is to promote, enable and facilitate inclusive activities, which embrace and address the education, training, employment, welfare, health, social, cultural and recreational needs of the local community. We aim to:

- Keep the building available, accessible and safe for the use of local people and others.
- Enable a range of social, welfare, educational, training, development and health activities to take place at the Centre which responds to the needs of local people.
- Provide access to advice and information for all sections of the community.
- Provide good quality services to users and tenants.
- Consult with the local community so that we keep up to date with local issues and where possible, advocate and support the local community.
- Be financially sustainable. Our Values: Excellence - SCA aims to provide 'excellent' services for the local community. We strive to achieve and maintain this level of quality in all of our work.
- Accountability - SCA is managed and run by local people and we are accountable and responsive to them at all times.
- Equality - SCA is committed to eliminating discrimination in the local community and works to provide space and support to activities which contribute to this.
- Financial Sustainability - SCA believes that stability of finance and excellence in management, are essential for the ongoing sustainability of the Centre.
- Mutual Respect - SCA will treat everyone involved and connected with the Centre with the respect they deserve.
- Dynamism - SCA will work with energy and dynamism and develop the Centre to represent and engage with the passion of Portsmouth's community



Chair's Report:

With the pandemic more under control and manageable for many of us, 2022 has seen a return to 'normality' for The Stacey Centre: restrictions being lifted has meant that private hires and hire groups have returned to the Centre and the past 12 months have been extremely busy.

Our achievements and successes this year include:

- Receiving a generous bequest of just under £13k
- Successful Ofsted registration as an Early Years provider, with The Stacey Pre-School opening in time for the start of the Summer Term 2022.
- The Stacey Pre-School cohort numbers increasing rapidly so that the Pre-School required the appointment of additional staff to fulfil the requested childcare hours and maintain Ofsted staffing ratios.
- Tilly Newton successfully applying for a *Business Resilience Grant* which was awarded in March in the sum of £9,971 to support purchases for the Pre-School, adaptations to the building, and to support staff training and creating new jobs.
- Installation of Mag lock security feature to the Main Hall doors so that the setting passed the Ofsted inspection.
- Purchase of much needed thermal blinds for the Upper Hall and Main Hall: the Upper Hall in particular has benefitted greatly from blinds being fitted to all windows to reduce room temperature and make the space more comfortable for hirers.
- Re-decoration of the Main Hall and the Lounge
- Construction of the Pre-School's dedicated Allotment, which was carried out by the Centre Manager during half term and is maintained by Lynn Collins and Carol Hill, two of our gardeners.
- Our free of charge community social events this year included: *Easter Egg Hunt & Craft Event* and *Halloween Trick or Treat event in the 'graveyard'* both of which were extremely well supported by the community.

Operationally, our Centre Manager, Tilly Newton, has done a wonderful job in managing the Centre without the support of our Admin staff member, Georgina Rust, who returned briefly following the end of her maternity leave, having since decided against remaining as a member of staff until her child is older. In the interim her duties have been taken on temporarily by myself with support from the Centre Manager.

Although disappointed that Church of Christ tendered their notice to terminate their hire and moved to a church venue more suited to host their services from July 2022, it has been gratifying that the Centre Manager has already managed to mitigate financial losses by initiating the morning Kids Bouncy Castle package on Saturday mornings and by hiring the Main Hall on Thursday evenings: these being previously hire by *Church of Christ*. The Thursday hire group is especially significant as it is a free community event for children and young people managed by Young Creatives.

The Centre Manager's successful canvassing of the Community also resulted in confirming 3 x new hirers to the Stacey Centre in 2022: Young Creatives, Ingeus Clinic and Portsmouth Cameroonians.

As we approach the start of 2023, I am extremely grateful to our community, our regular hire groups, our staff and my fellow trustees for their support of The Stacey Centre.

Most importantly I would like to thank our volunteers, without whom our charity would not be able to provide the excellent service levels that we do. Specifically, these are:

- Our regular Friday Club volunteers: Andra Bacanu, Scott Key, Reuben Key, Dawn Jones, Elliott Jackson, Robin Ward and Abigail David and Mel White for her many contributions to Lunch Club and willingness to support all Stacey community events.
- Tracey Jones (PCC Gardener) and the Wednesday morning Stacey Gardening volunteering team, without whom our grounds would not be as well maintained and cared for: Richard Allison, Eric Carter, Wesley Eaton, Susanna Fulston, Peta Mcinerney, Barbara Wyncoll, Gabriel Orihuela, and Linda
- With very special mentions also being due to Carol Hill, Lynn Collins and Tom Fox all of whom have managed and maintained the garden in addition to Wednesday Gardening Club and have gone out of their way to support the Pre-School with their endeavours in maintaining the Pre-School allotment so that the children gain the maximum benefit from the environment.

I would like to thank Dawn Jones for agreeing to act as Independent Examiner of the Accounts.

I would also like to thank our Community Centre advisor: Chris Richards, for her excellent advice throughout the year and our former Treasurer, Andy Smith, for his contribution in constructing our Pre-School resources and in his support of Lunch Club.

Finally, I would like to sincerely thank our Centre Manager, Tilly Newton, for her admirable management of both The Stacey Centre and of The Stacey Pre-School, for her continued support of myself and all our Trustees and for all of her efforts in ensuring that our community centre is a Centre for the Community.

Lynda Bowley

(Chair)

The Stacey Community Association

15.11.22



Treasurer's Report:

The Financial End of Year Accounts for year ending March 2022 are very encouraging, particularly as we should consider the significant expenses the Association committed to with the opening of The Stacey Pre-School, whilst also being grateful for the grants and donations that have been awarded this year.

Grants year ending March 2022:

Government Grants: £10,667

Furlough Grants: £7,136

Composting Grant Award: £2,990

Kickstarter Grant (inc. salary reimbursement): £3k + £2598 salary)

Business Resilience Grant: £9,971

Other Grants: £1,045

PCC Staffing Grant: £2,500

Total: £39,908

The Stacey Pre-School : £0 income generated

Although the intended opening was scheduled for January 2022, this was delayed in part due to the residual impact of Covid on Ofsted's ability to confirm inspectors to the local area. Fortunately our registration was granted in time to open on Monday 25 April 2022, following the Easter break. Therefore there is no revenue for year ending March 2022 attributable to the Stacey Pre-School.

Having employed 2 x Pre-School staff, this did however result in an additional expense of staff salary for the first four months of the year with no balancing income from fees that would have been generated by the Pre-School had it been open. This was a significant loss in turnover, although fortunately the Association was able to support this loss due to previously careful funds management, successful award of grant bids and revenue derived from participation in the Kickstarter Grant scheme.

With surplus annual Pre-School revenue previously projected at £17k (above Pre-School staff salaries) with the recently confirmed increased hours for Spring & Summer Terms 2023 and with the Autumn Term 2022 fees, this is now likely to be in excess of £20k across the three terms.

This means that the Pre-School has not only 'covered' the deficit in revenue that would have been previously due from the former nursery hirer, but has also increased the Association's turnover overall, providing 6 x jobs to the industry (with all staff being local to the area), and has provided the immediate community with a quality alternative EY setting in a diminishing market.

Private function hires: £3,926

For hirers with room use only.

Kids Bouncy Castle Party: £ 2,721

At this time only available for 2 x sessions on Saturday & Sunday afternoons 1.30pm-4.30pm @ £120. From July 2023 also available for Saturday mornings 10am – 1pm @ £100

Group Hire Fees: £37,840

Additional Expenses: The Centre Manager and Trustees have continued to spearhead much needed improvements to the premises including:

- Re-decoration to Main Hall and Lounge
- Purchase of thermal blinds to Upper Hall and Main Hall
- Purchase and installation of Maglock feature to Main Hall doors

Despite all of these substantial expenses, the Association's accounts for the year ending March 2022 and moving forward to year ending March 2023 remain robust.

For comparison, the Association's end of year accounts are as follows:

	y/e 2022	y/e 2021	y/e 2020	y/e 2019	y/e 2018
Income	53,660				
Grants & Donations	39,911				
Turnover Total:	93,571	60,580	59,120	58,923	56,996
Less Expenditure	66,006	41,113	53,118	56,812	55,544
Less Depreciation	6,228				
Surplus	21,337	19,467	6,002	2,111	1,452

Financial Outlook for 2023:

Group Hire: £ 48k

Private Function Hire: £ 10k

PCC Staffing Grant: £ 2.5k

Friday Club & Community Shop: £ 4.5k

Pre-School Revenue*: £ 86k

Total Turnover: £ 151k

Admin Expenses: £ 26k

Staffing Salaries**: £ 105k

Expenses: £131k

Annual Surplus***: £ 20k

Notes:

**Based on Academic Year 2022-2023*

***Assumes Admin Staff employed @ £7k p.a.*

**** Assumes no additional grant support*

Reserves Policy:

The Association confirms that it has retained approximately 3 months expenses (£ 9,500) to a reserves bank account.

Lynda Bowley

Acting Treasurer

The Stacey Community Association

15.11.22



Centre Manager's Report:

It was fantastic to be able to return to some form of normality this year. It was lovely to be able to see the return of all of our groups and see the centre lively and full of our regular community members, and also welcoming lots of new families to the centre with the opening of our new Community Pre-School.

I would like to thank all our fantastic volunteers for their continued support over the last year, and our Trustees who have supported me in my role as Manager.

We were sad to see our accounts administrator Georgina Rust leave as she has been a huge part of the Charity for over 6 years. Although it was completely understandable that she wanted to spend more time with her new baby.

I would like to thank Lynda Bowley our Chair for her unwavering commitment to the Charity. She has taken on Georgina's responsibilities and has gone above and beyond her duties as Chair.

Current Group Hirers:

Community Cycle Centre

The Community Cycle Centre have two large containers and a small office at the rear of the Stacey Centre. They meet every Saturday 10am – 2pm. The project takes in donations of old unwanted, unloved bikes and restores them back to health. These are given, in return for a small donation to cover costs to members of the public. They also repair bikes and carry out free safety checks to anyone who needs it. The organisation is run and managed by volunteers and is supported by donations.

The Community Gardeners

The Community Gardeners have increased in numbers and we currently have a waiting list to join the group. They have been hugely busy keeping the Orchard well maintained and also creating a small allotment for the children to enjoy.

We have also planted over 60 small trees in an unused area which we hope will create a fruiting hedge for the local wildlife with the help of the volunteers at Portsmouth Tree Council.

Kinetic Dance Academy

Kinetic Dance Academy hold various classes at the Stacey Centre including multiple dance styles, ISTD syllabus, acrobatic arts, clubbercise, fitness, hen & princess parties. They have been a regular group at the centre for over six years now and have really made the centre their home.

Victory Dog Training

Victory dogs provide puppy training classes and obedience training for dogs meeting on Sunday evenings.

Weight Watchers

Lead by Faye Pumfrey offering weekly health & wellbeing workshops.

Winners Church Portsmouth:

Winners Church meet several times over the week for worship services and to hold choir practices.

Enable Ability:

The Specialist Playscheme operates at a variety of venues and is part-funded by Portsmouth City Council. It is specifically for children living within Portsmouth postcodes PO1 to PO6 who have been diagnosed with severe physical disabilities, severe learning difficulties or autism. The service addresses the needs of children who require a 1:1 supervision ratio or higher and which cannot be accommodated on other playschemes. The service operates throughout the 13 weeks school holidays and has exclusive use of the centre from 8am until 4pm during all school holidays.

Moneyfields Boxing

Moneyfields Boxing Club provide a fantastic service for children and young adults and meet at the centre on Monday, Wednesday and Friday evenings. It is now their second year at the centre and we really hope they will continue calling the centre their home once the Moneyfields site is operational again.

Explore & More Forest School

Explore & More Forest School's child-led sessions aim to allow children to follow their own interests and develop at their own speed. Our holistic approach offers children, and their parents, a unique experience where they can explore and learn in a natural setting. Children will gain physical, emotional and social skills and an understanding of the natural world around them. They meet in our Organic Orchard every Friday morning.

Yoga with Jo

Jo teaches yoga and meditation on a Friday morning in our upper hall, everyone is welcome at the class and it is suitable for all abilities.

Portsmouth Cameroonians

The Portsmouth Cameroonians continue to hold their meetings with us on a monthly basis. We have enjoyed hosting their meetings.

Community Social Events & Fun Days 2022:

It was great to be able to hold our regular community fun days again. Our Easter Egg hunt was a huge success, and our Halloween Trick or Treat event was busier than we could have imagined. Seeing local families enjoy the free fun event was fantastic.

This year has been a huge success with the opening the Pre-School just after Easter. This was very challenging as the Association became Ofsted registered providers, but has been worth every second as we have created an early years education setting that benefits over 30 families – with our numbers still growing! Our staff have all been amazing and it has been a real joy to see the setting develop and grow.

I am looking forward to the year ahead and hope that our Community Centre will continue growing and providing a support to local families and members of our surrounding community.

Tilly Newton

Centre Manager

The Stacey Community Centre

10.11.22



Financial Report:

- Copy of Profit & Loss Accounts y/e March 2022
- Copy of Balance Sheet y/e March 2022
- Copy of Independent Examiner's Report

The Stacey Community Association Responsibilities of the Trustees

The Charity's Trustees are responsible for the preparation of the accounts. The charity is entitled to exemption from Audit under section 145 of the Charities Act 2011, however an independent examiners report is required.

The Trustees acknowledge their responsibilities for

a) Ensuring that the charity keeps proper accounting records in accordance with Section 130 of the Act.

b) Preparing financial statements that give a true and fair view of the financial health of the charity at the end of the financial year and of its income and expenditure for the year.

The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005 and present their report with the financial statements of the charity for the year ended 31 March 2020.

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
THE STACEY COMMUNITY ASSOCIATION

I report on the accounts of the above charity for the year ending 31st March 2022, 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.

Signed: *D. Jones*

Dawn Jones

Stacey Community Association - Accounting Year 2021/22

PROFIT & LOSS

	Debit	Credit
Turnover		53,660.00
Grants & Donations		-
Group Hire		37,840.00
Private Function Hire		3,926.00
Friday Club		3,143.00
Lunch Club		1,097.00
After Hire Cleaning Fee		265.00
Room Security Deposit		1,625.00
Kids Bouncy Castle Party		2,721.00
Easter Egg Hunt 10am		42.00
Re-Charges to Hirers for damage or costs incurred		3,000.00
add Other Income		39,911.00
Interest Received		2.00
Grant Income		39,909.00
less Cost of Sales	2,596.00	
Cost of Sales: Friday Club & Lunch Club	2,596.00	
less Administration Expenses	29,176.00	
Gas & Electric	6,589.00	
Water	280.00	
Waste Removal	2,894.00	
Cleaning & Janitorial Supplies	2,436.00	
Building Repairs & Maintenance	700.00	
Gift Purchase	82.00	
Pre-School Expenses	6,219.00	
Rates	314.00	
Web Hosting	188.00	
Internet & Telephone	1,743.00	
Stationery	1,077.00	
Sundries	3,400.00	
Accommodation and Meals	78.00	
Advertising and Promotion	459.00	
Legal and Professional Fees	421.00	
Books and Journals	72.00	
Subscriptions	473.00	
Bank/Finance Charges	719.00	
Insurance	944.00	
Petrol expenses	87.00	
less Staff Costs	34,234.00	
Staff Salary (Gross Payroll)	30,738.00	
Staff Uniform	180.00	
Staff Training	2,203.00	

Pension (Personal/Stakeholder)	1,112.00	
less Depreciation	6,227.00	
Depreciation Charge	6,227.00	
Operating Profit		21,337.00
less Drawings		-
less Profit & Loss journal entries		-
Retained Profit this period:		21,337.00
Retained Profit brought forward:		37,297.00
Distributable Reserves / Retained Profit carried forward:		58,634.00

Stacey Community Association - Accounting Year 2021/22
BALANCE SHEET

Capital Assets

Computer Equipment Brought Forward	599.00	
Fixtures and Fittings Brought Forward	11,244.00	
Computer Equipment Purchase	662.00	
Fixtures and Fittings Purchase	5,749.00	
Other Capital Asset Purchase	1,633.00	
Stacey Preschool - start up Purchase	9,476.00	
	-	
Computer Equipment Depreciation Brought Forward	200.00	
	-	
Fixtures and Fittings Depreciation Brought Forward	2,249.00	
	-	
Computer Equipment Depreciation In Year	393.00	
	-	
Fixtures and Fittings Depreciation In Year	3,421.00	
	-	
Other Capital Asset Depreciation	343.00	
	-	
Stacey Preschool - start up Depreciation In Year	2,071.00	
Net Book Value	20,688.00	

Current Assets **51,207.00**

Trade Debtors	2,074.00	
Bank Account: Stacey Community Association Business Account	39,627.00	
Bank Account: STACEY COMMUNIT CL	9,507.00	

less Current Liabilities **13,260.00**

Bank Account: Business Term Loan	13,260.00	
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Net Current Assets **37,947.00**

Total Assets	58,634.00	
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Retained Profit		58,634.00
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Total Owner's Equity		58,634.00
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Accounts



THE STACEY COMMUNITY ASSOCIATION

ANNUAL GENERAL MEETING 2021 REPORT

CONTACT:

The Stacey Community Centre
Walsall Road
Copnor
Portsmouth
Hampshire
PO3 6DN

PHONE:

023 9261 7890

WEBSITE:

www.thestaceycentre.com

EMAIL:

thestaceycentre@gmail.com

Registered Charity No: 278364

welcoming our community in all that we do

THE STACEY COMMUNITY ASSOCIATION

ANNUAL GENERAL REPORT

Charity:	The Stacey Community Association
For the management of:	The Stacey Community Centre
Registered Charity No:	278364
Address:	The Stacey Community Centre Walsall Road Copnor Portsmouth Hampshire PO3 6DN
Telephone:	023 9261 7890
Email:	thestaceycentre@gmail.com
Website:	www.thestaceycentre.com
Trustees:	Lynda Bowley (Chair) Andrew Smith (Treasurer) Jenny Dobson Kim Medway Cllr Darren Sanders (PCC) Cllr Lynne Stagg (PCC)
Banking:	NatWest A/C: The Stacey Community Association A/C No: 97308455 Sort Code: 56-00-64
Independent Examiner:	Jeanette Smith
Staff:	Teresa Newton (Centre Manager) Georgina Rust (Admin & Accounts) Emily Newton (Cleaner)



GOVERNING DOCUMENT

The Charity is governed by its constitution registered with The Charity Commission.

Tel: 0300 066 9197

<https://www.gov.uk/government/organisations/charity-commission#org-contacts>



STRUCTURE & MANAGEMENT

The building and grounds are the property of Portsmouth City Council who lease the premises in its entirety, inclusive of the adjacent gardens, ball court, grounds and car park to *The Stacey Community Association*, an independent volunteer management committee comprised of Trustees, to manage and operate the premises as a community centre for the local benefit.

Trustees currently number 6 in total, inclusive of 2 in number Portsmouth City Councillors, with nominations and voting for these roles, including Trustees with special responsibilities i.e. Chair, Treasurer, etc being held during the Annual General Meeting.

The Association holds eight committee meetings per year and holds an Annual General Meeting every year, usually in November.

A Service Level Agreement exists between Portsmouth City Council and the Association which identifies the terms and apportioned responsibilities of repair and maintenance to the premises and grounds.

The Association is responsible for all aspects of the running of the community centre including, but not limited to:

- Providing venue rooms and spaces available for hire to all individuals and groups
- Providing opportunities for voluntary work
- Hosting activities that attract community interest
- Ensuring the community centre is run to all current legislation and that decisions are made in the best interests of the charity.

The Association employs three part-time employees and is responsible for paying their salaries and their contracts of employment, etc. Staff include:

- a Centre Manager,
- an Admin/Accounts Clerk (currently on maternity leave) and
- a part time cleaner

The Association pays a fee to Portsmouth City Council to facilitate the PAYE facility to administer salaries.

Additionally, a small team of reliable volunteers assist in day to day maintenance tasks and in hosting regular Stacey Centre Fun Days throughout the year and regular social clubs including Friday Club and Thursday Lunch Club.

Due to the current Coronavirus pandemic, since March 2020, the Stacey Community Centre has only been open for regular group hire since March 2021.

To mitigate the risks of Covid-19 transmission and infection and to reduce incidence of theft and vandalism, the Centre is operating on a 'closed/locked door' policy throughout the weekend and during the evenings when Stacey staff are not on the premises. Feedback from regular group hirers has been extremely positive.

The office is generally staffed from Monday to Thursday between the hours of 9am – 2pm.

The Centre Manager has been part furloughed for much of the year, with furloughing ceasing in September 2021. The Admin/Accounts Clerk is on maternity leave until further notice with admin support being carried out by Trustees.



Risk Management:

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 therefore have in place appropriate policies and procedures for the effective operation of the Association.

"Identifying and managing the possible and probable risks that a charity may face over its working life is a key part of effective governance for charities of all sizes and complexity."

By managing risk effectively, trustees can help ensure that:

- *significant risks are known and monitored, enabling trustees to make informed decisions and take timely action*
- *the charity makes the most of opportunities and develops them with the confidence that any risks will be managed*
- *forward and strategic planning are improved*
- *the charity's aims are achieved more successfully*
- *Reporting in its trustees' annual report on the steps a charity has taken to manage risk helps to demonstrate the charity's accountability to its stakeholders including beneficiaries, donors, funders, employees and the general public."*

Charities and Risk Management (CC26)
Charity Commission website



Our Mission:

Our mission is to promote, enable and facilitate inclusive activities, which embrace and address the education, training, employment, welfare, health, social, cultural and recreational needs of the local community. We aim to:

- Keep the building available, accessible and safe for the use of local people and others.
- Enable a range of social, welfare, educational, training, development and health activities to take place at the Centre which responds to the needs of local people.
- Provide access to advice and information for all sections of the community.
- Provide good quality services to users and tenants.
- Consult with the local community so that we keep up to date with local issues and where possible, advocate and support the local community.
- Be financially sustainable. Our Values: Excellence - SCA aims to provide 'excellent' services for the local community. We strive to achieve and maintain this level of quality in all of our work.
- Accountability - SCA is managed and run by local people and we are accountable and responsive to them at all times.
- Equality - SCA is committed to eliminating discrimination in the local community and works to provide space and support to activities which contribute to this.
- Financial Sustainability - SCA believes that stability of finance and excellence in management, are essential for the ongoing sustainability of the Centre.
- Mutual Respect - SCA will treat everyone involved and connected with the Centre with the respect they deserve.
- Dynamism - SCA will work with energy and dynamism and develop the Centre to represent and engage with the passion of Portsmouth's community



Chair's Report:

The ongoing global Covid-19 pandemic continues to affect us all, however I'm always encouraged by the resilience of our community and our committee and volunteers to adjust to the challenges that this has presented.

The Association remains extremely grateful for the financial support from our Government: the Furlough Job Retention Scheme and Covid restriction grants have enabled the Centre to remain financially viable and we continue to be in a reasonably strong position moving into 2022.

In addition to these challenges this year, Trustees accepted the resignation of our Trustees: Martine Hebblethwaite, who continues to support the charity in a much-needed volunteering capacity, and Gloria Behrens who has decided to take a belated retirement from her role as Trustee and Lunch Club cook.

Operationally, our Centre Manager, Tilly Newton, has done a wonderful job in managing the Centre without the support of our Admin staff member, Georgina Rust, who welcomed the arrival of Arabella Rust in April 2021 and is currently on maternity leave, although due to resume her role part time in the near future. We have recently engaged a new part time cleaner on a zero hours contract: this is to reflect that cleaning is only required on a daily basis during term weeks which is when the majority of our hirers operate: Emily Newton has been a very welcome addition to the team. And we have also recently engaged 2 x staff members for the Stacey Pre-School: Vicky Collins (Pre-School Manager) and Marianna Pinnock (Deputy Pre-School Manager).

The Centre Manager's successful canvassing of the Community have also resulted in confirming 3 x new hirers to the Stacey Centre: Moneyfields Boxing Club, Winners Chapel Portsmouth and Enable Ability.

The Centre was closed for most of the first quarter of 2021, however we were able to hire the Centre to our new hirers Enable Ability during the Easter holiday and to other children's and exercise groups from May 2021, with all groups returning from June.

We have lost three small hire groups as they relocated back to their former venues who were able to host them, and also Baffins Nature Nursery who relocated to Southsea in pursuit of a non pack away setting and wanting to move to a more affluent catchment area.

The loss of the Copnor Men's Shed group in September 2021 was regrettable, however given the number of breaches of their terms of hire, Trustees felt they had little choice other than to serve them notice so as to protect not only the interests of the Enable Ability hire group but also the Stacey Pre-School's ability to achieve and maintain Ofsted registration which some of their members would no doubt compromise. With some 100 families across Portsmouth using Enable Ability's services at the Centre each week of the 13 weeks school holidays, in comparison to the 12 shed members who had were unable to follow basic fire safety protocols or appreciate the importance of safeguarding for vulnerable children, in the best interests of the charity remaining financially viable Trustees reluctantly decided that Copnor Men's Shed could not remain on the premises.

With these losses also comes opportunities for The Stacey Centre, not least of which is for Trustees to establish the charity's own early years setting: The Stacey Pre-School. Trustees have voted to incorporate the area of land formerly occupied by the men's shed into the pre-school's dedicated outside space. This will more than double the available space and will be an extremely valuable attribute to the setting which will be welcomed by Ofsted inspectors and potential pre-school families. Together with this area and the orchards and sensory gardens the goal is to establish an accredited Forest School early years setting at the Centre, making it the first in Portsmouth. Due to come online in January 2022, minor delays have meant that a registration visit has not yet been possible but is now imminent.

Our achievements this year include:

- Significant expenditure on pre-school resources, replacement furniture to venue rooms, staff training, maintaining the excellent re-decoration of the Centre, complete refurbishment of the Main Hall kitchen and installation of new way finding signage to the interior of the building.
- Development of a new website for the Stacey Pre-School: www.thestaceypreschool.co.uk
- Development of marketing materials for the Stacey Pre-School: brochure attached.
- Halloween Trick or Treat event in the 'graveyard.'
- Holding a consultation with all hire groups in May 2021 to gauge response to our Covid-19 protocols, hire fee increases and receive feedback on the management of the Centre and receiving extremely positive feedback and support.
- Tilly Newton successfully sourcing a substantial £3k grant to develop and manage a garden recycling and composting programme.
- Tilly Newton's successful mentoring of Charlie Hayden, our Caretaker Kickstarter, and welcoming him to our volunteering cohort.

As we approach the start of 2022, I am extremely grateful to our community, our regular hire groups, our staff and my fellow trustees for their support of The Stacey Centre.

Most importantly I would like to thank our volunteers, without whom our charity would not be able to provide the excellent service levels that we do. Specifically, these are:

- Richard Gale and Scott Key for their help in re-decorating and carrying our minor repairs to the Centre, respectively;
- Andra Bacanu for her help at Lunch Club, Friday Club and for her various 'handyman' skills;
- Mel White, Sue Smith, Andy Smith and Charlie Hayden for their support at Lunch Club;
- Donna Wilson, Tilly Newton, Scott Key, Reuben Key, Lynne Stagg, Martine Hebblethwaite, Joy and Georgina Rust for their invaluable time volunteering at The Stacey Friday Club – this amazing social club would absolutely not be able to run without their support as co-hosts.
- Tracey Jones (PCC Gardener) and the Stacey Gardening volunteering team, without whom our grounds would not be as well maintained and cared for.

And also, a special 'thank you' to our Community Centre advisor: Chris Richards, who continues to be a wealth of advice and information.

Finally, I would like to sincerely thank our Centre Manager, Tilly Newton, for her patience and conscientiousness, for the generosity of her time – always way and above what could be expected from any other Centre Manager and for her ability to approach all situations positively and with enthusiasm and good humour. The demands on her time that have been monopolised by establishing the Pre-School in terms of developing new policies and procedures and undertaking additional training to ensure this is carried out successfully, has been almost overwhelming, especially when carried out alongside her usual duties, however her resilience has been an inspiration and we are extremely lucky to have her on board.

I look forward to 2022 with excitement for the charity's new venture into Early Years education and childcare as well as anticipating an increase in resuming the services we are able to offer the community.

Lynda Bowley

(Chair)

The Stacey Community Association

01.01.22



Treasurer's Report:

The last financial year has once again not been without challenges, due to the ongoing impact of Covid. The Centre was largely closed to most hirers for the first quarter of 2021, with some hire groups able to return after the Easter break.

Government Grants & Furlough Job Retention Scheme:

The Association has utilised Government grant's available to support salaries and other expenses during the Covid-19 pandemic. The FJRS was extended until September 2021 on a part furlough basis. Total government Covid-19 attributable grants were in the sum of £35k for the financial year ending March 2021, for which the Association has been very grateful as the impact of Covid reduced hire revenue to only £21k.

The Stacey Pre-School due to come online in January 2022, pending Ofsted registration, has necessitated a significant investment of approximately £10k in the purchase of pre-school furniture, mobile storage, resources, IT equipment and staff training. With our newly employed Pre-School Manager (Vicky Collins) and Deputy Manager (Marianna Pinnock) our forecast is for 10 x children to attend each morning & afternoon session (not including any lunch club sessions) to meet the current level of Pre-School salary expenses.

We expect that the setting will be registered for approximately 36 children in total. The maximum number of children to our current staff ratio being 8 x 3 year olds and 4 x 2 year olds or 12 children (plus revenue derived from lunch club sessions). We currently have approximately 60% take up prior to opening and we expect this to increase at the start of each term when children become eligible for government funding with their next birthday.

With the maximum number of children (for the 2 x pre-school staff currently employed) surplus revenue for the Pre-School is projected at approximately £17k p.a.

Private function hires were not able to re-start until later in the year and what was likely a lack of public confidence in returning to congregating in numbers has seen a decline in evening hires for adult and family groups. Fortunately, children's party hires have resumed and begin to approach something like their pre-Covid levels of hire, especially with the special hire package for the 'Kids Bouncy Castle Party' package: a 3 hour Main Hall hire inclusive of bouncy castle for £95. The After Hire Cleaning Service has also been popular with these hirers although it should be noted that the £25 fee is largely diverted to cleaning costs when volunteers are not able to fulfil this service.

With the exception of Thursday lunch club, catering, as an additional service to venue hire, has similarly not been taken up, although catering packages remain very competitive. Thursday lunch club re-opened in September 2021, but was then closed mid December 2021 due to the rise in positive Covid cases but has recently re-opened on 13 January 2022, for which we are very grateful as it is an excellent opportunity for older members of the community to meet socially.

Regular Group Hirers: The calendar of Stacey Centre hosted events, not surprisingly, has also taken a hit with both the Easter Fun Day and Halloween Fun Day being cancelled for the second consecutive year due to concerns for the high number of people that attend these events, the majority of whom would be inside the premises. The Centre Manager and

some volunteers were able to host a free Halloween Trick or Treat event from the garden, which was overwhelmingly popular with approximately 200 children attending throughout the evening.

The Centre Manager and I addressed the hire fees for groups and private function hirers and made small increases to the hourly rates, which have been agreed as fair by our hirers. As there has been no increase in hire in over 3 years but with increasingly high energy costs, even these small increases will positively benefit the Association's finances.

The Centre Manager has also attracted and confirmed hire from several new hire groups, yielding a combined annual revenue of £15k.

- Enable Ability (start date: April 2021): a local charity that now operates from the Stacey Centre during all school holidays on an exclusive hire basis from 8am – 4pm Monday to Friday to provide a specialist playscheme for children with SEND.
- Moneyfields Boxing Club (start date: May 2021)
- Winners Chapel Portsmouth (start date: June 2021)

Additional Expenses: The Centre Manager and Trustees have continued to spearhead much needed improvements to the premises including:

- Complete refurbishment of the Main Hall kitchen: new fully fitted kitchen, complete with range, additional oven, fridge, dishwasher plus new crockery, cutlery and cooking utensils.
- Purchase of new tables for Main Hall
- Re-painting to Main Hall and Lounge
- Re-decoration of the Meeting Room including purchase of new tables & chairs
- Re-decoration of storage room and purchase of new racking

Despite all of these substantial expenses, the Association's accounts for the year ending March 2021 and moving forward to year ending March 2022 remain robust.

For comparison, the Association's end of year accounts are as follows:

	y/e March 2021	y/e March 2020	y/e March 2019	y/e March 2018
Income	60,580	59,120	58,923	56,996
Expenditure	41,113	53,118	56,812	55,544
Surplus	19,467	6,002	2,111	1,452

Current Financial Position:

As of 1 January 2022, the Stacey Centre's conservative projected revenue and expenses for the year are as follows:

Annual revenue from regular hire groups:	£	51,000
Annual revenue from private function hire:	£	3,000
PCC Staffing Grant 2022-2023	£	2,500
	£	56,500
Projected Annual Expenses	£	41,500
Projected Surplus	£	15,000

Note: The Stacey Pre-School has not yet come online and so associated expenses and revenue are not included in the above.

Reserves Policy:

The Association confirms that it has retained approximately 3 months expenses (£ 9,500) as required by The Charity Commission best practice guidance.

2022 Financial Outlook:

Moving forward into 2022, future revenue will obviously depend on how the Covid-19 pandemic pans out as Government restrictions on business and social gatherings may continue to impact revenue into the new year and beyond. However, with the addition of The Stacey Pre-School as an extra revenue source, together with our long-term hire groups and our private function hires, I remain confident that the Association has done all that is possible to maintain resilience in the face of Covid-19 and its effects.

After the challenges of Covid I'm sure our Committee is very pleased with our accounts for year ending March 2021 and although we have lost one or two regular hirers, we have been able to partner with new hirers so that our accounts remain strong, largely due to the fantastic efforts of our Centre Manager and Chair who have both worked hard to make sure we have been open as much as the restrictions would allow us to and have also worked together to take full advantage of Covid support grants. Along with The Stacey Pre-School about to come online soon, plus our new groups, I'm anticipating an increase to private function hires and a return to our fund raising self-hosted events in the near future.

Andrew Smith

Treasurer

The Stacey Community Association

08.01.22



Centre Manager's Report:

I think I speak on behalf of everyone working or volunteering at The Stacey Centre when I say that this year has certainly been the most challenging year we have ever had. To have to close our centre to groups and indefinitely postpone our community fun days was heart breaking. But this did give us the opportunity to focus on a much needed refurbishment of the centre and our new venture The Stacey Pre-School.

I would like to thank all of our fantastic volunteers for their continued support over the last year, and our Trustees who have supported me in my role as Manager. I am very confident that this year we can return to some normality and hope to host lots of Community fun days and Children's workshops etc.

I am also very grateful for and would like to express huge thanks to our Chair Lynda Bowley who has truly gone above and beyond what should be expected of her. Especially during the pandemic. I feel extremely well supported in my role and look forward to working with Lynda on new projects in the future.

Kickstart Scheme:

A government project to provide young people with employment experience. Employer commitment of 6 months per young person aged under 25 to train in a new role i.e. caretaker or receptionist.

We accepted 2 x Kickstarters in the Summer of 2021, one in a receptionist role and the other in a caretaking role. The receptionist Kickstarter moved on to an alternative scheme mid-way through her tenure, our caretaker Kickstarter, Charlie Hayden, not only completed his six-month residency but has recently joined our cohort of volunteers, with a specific remit to co-host the regular Thursday lunch club.

Hire Group Changes:

Ensuring the Centre remains Covid-19 secure has been a challenge in the last year, as well as monitoring our hirers' compliance with the terms of hire including following standard safety protocols. We have also had some of the previous year's hire groups return to their original setting, once Covid-19 restrictions enabled their original venue to re-open. These included: Jiggy Wrigglers, Brownies and Bivol.

The Association was in the unfortunate position of having to terminate the hire agreement for *Copnor Men's Shed*. Despite several warnings the 12 or so members were unable to adhere to the terms of hire and following a potentially serious breach in safeguarding protocols, and their Chair's statement that members are likely to forget hire rules this culminated in Trustees' reluctant decision to terminate their agreement to protect the interests of other hire groups and the Stacey Pre-School.

Baffins Nature Nursery also relocated at the end of July 2021 to a non pack-away setting. To support our local community and address a shortfall in early years settings, the Association debated and agreed to establish The Stacey Pre-School which will, in time, generate surplus revenue to match that achieved from the previous nursery's hire.

Current Group Hirers:

We remain home to several excellent community groups:

Community Cycle Centre

The Community Cycle Centre have two large containers and a small office at the rear of the Stacey Centre. They meet every Saturday 10am – 2pm.

The project takes in donations of old unwanted, unloved bikes and restores them back to health. These are given, in return for a small donation to cover costs to members of the public. They also repair bikes and carry out free safety checks to anyone who needs it. The organisation is run and managed by volunteers and is supported by donations.

The Community Gardeners

Volunteering in our Orchard has increased recently, and we have had to start a small waiting list in order to be able to accommodate holding the session safely. New spring bulbs have been planted to give the orchard some much needed colour in the Spring, and our volunteers have also started refurbishing an area in which we plan to plant a hazel coppice.

Kinetic Dance Academy

Kinetic Dance Academy hold various classes at the Stacey Centre including multiple dance styles, ISTD syllabus, acrobatic arts, clubbercise, fitness, hen & princess parties. They have been a regular group at the centre for over five years now and have really made the centre their home.

Victory Dog Training

Victory dogs provide puppy training classes and obedience training for dogs meeting on Sunday evenings.

Church of Christ

Church of Christ meet on a Thursday and Saturday for worship services. Due to the pandemic they have had to suspend some services this year and move over to online worship as many of their congregation are health care providers.

Weight Watchers

Lead by Faye Pumfrey offering weekly health & wellbeing workshops.

New Hire Groups:

Despite the challenges of the past year, we have been fortunate to secure the following regular hire groups at the Centre:

Winners Church Portsmouth:

Winners Church meet several times over the week for worship services and to hold choir practices.

Enable Ability:

The Specialist Playscheme operates at a variety of venues and is part-funded by Portsmouth City Council. It is specifically for children living within Portsmouth postcodes PO1 to PO6 who have been diagnosed with severe physical disabilities, severe learning difficulties or autism. The service addresses the needs of children who require a 1:1 supervision ratio or higher and which cannot be accommodated on other playschemes. The service operates throughout the 13 weeks school holidays and has exclusive use of the centre from 8am until 4pm during all school holidays.

Moneyfields Boxing

Moneyfields Boxing Club have returned to the Stacey Centre after their training centre at Moneyfields Community centre was redeveloped. They provide a fantastic service for children and young adults and meet at the centre on Monday, Wednesday and Friday evenings.

Explore & More Forest School

Explore & More Forest School's child-led sessions aim to allow children to follow their own interests and develop at their own speed. Our holistic approach offers children, and their parents, a unique experience where they can explore and learn in a natural setting. Children will gain physical, emotional and social skills and an understanding of the natural world around them. They meet in our Organic Orchard every Friday morning.

Yoga with Jo

Jo teaches yoga and meditation on a Friday morning in our upper hall, everyone is welcome at the class and it is suitable for all abilities.

Community Social Events & Fun Days 2022:

We are really hoping that we will be able to return to hosting our usual events in 2022, these include our two community fun days held at Easter and Halloween which attracts families from all over Portsmouth. These days are great affordable community events for all the family and we have really missed seeing our local residents enjoy the community space.

Fundraising is also something we are keen to restart and hope to hold several events which will include a local quiz, music evenings with local bands, and several bingo evenings.

I am enthusiastic about the coming year and hope to continue to expand the use of the community centre for more local families. The last year has been very difficult for many local people and our community needs the support of a local centre more than ever.

Tilly Newton

Centre Manager

The Stacey Community Centre

14.01.22



Financial Report:

- Copy of Profit & Loss Accounts y/e March 2021
- Copy of Balance Sheet y/e March 2021
- Copy of Independent Examiner's Report

The Stacey Community Association Responsibilities of the Trustees

The Charity's Trustees are responsible for the preparation of the accounts. The charity is entitled to exemption from Audit under section 145 of the Charities Act 2011, however an independent examiners report is required.

The Trustees acknowledge their responsibilities for

a) Ensuring that the charity keeps proper accounting records in accordance with Section 130 of the Act.

b) Preparing financial statements that give a true and fair view of the financial health of the charity at the end of the financial year and of its income and expenditure for the year.

The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005 and present their report with the financial statements of the charity for the year ended 31 March 2020.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE STACEY 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

5th January 2022

Stacey Community Association - Accounting Year 2020/21			
Profit & Loss			
	Debit		Credit
Turnover			60,580
Sales			1,173
Furlough Grant			15,838
PCC Covid Grants			20,808
PCC Staffing Grant			2,500
Lottery Fund income			28
Group Hire			20,377
Private Function Hire		-	144
add Other Income			502
Interest Received			2
Grant Income			500
less Administration Expenses	13,943		
Gas & Electric	3,134		
Water	1,416		
Waste Removal	1,066		
Cleaning & Janitorial Supplies	1,727		
Building Repairs & Maintenance	2,501		
Pest Control	120		
Gift Purchase	258		
Web Hosting	85		
Computer Software	60		
Internet & Telephone	1,267		
Stationery	58		
Sundries	1,080		
Legal and Professional Fees	130		
Postage	17		
Insurance	895		
Petrol expenses G. Behrens	131		
less Staff Costs	25,223		
Staff Salary (Gross Payroll)	24,467		
Pension (Personal/Stakeholder)	756		
less Depreciation	2,448		
Depreciation Charge	2,448		
Operating Profit			19,467
less Drawings			-
less Profit & Loss journal entries			-
Retained Profit this period:			19,467
Retained Profit brought forward:			17,863
Distributable Reserves / Retained Profit carried forward:			37,330

Stacey Community Association -		
Balance Sheet		
as at 31.03.21		
Capital Assets		
Computer Equipment Purchase	599.00	
Fixtures and Fittings Purchase	11,244.00	
Computer Equipment Depreciation In Year	- 200.00	
Fixtures and Fittings Depreciation In Year	- 2,249.00	
Net Book Value	9,395.00	
Current Assets	41,435.00	
Trade Debtors	210.00	
Bank Account: Stacey Community Association Business Account	31,720.00	
Bank Account: STACEY COMMUNIT CL	9,506.00	
less Current Liabilities		13,500.00
Bank Account: Business Term Loan		13,500.00
Net Current Assets	27,935.00	
Total Assets *	37,330.00	
* (Net Book Value + Current Assets - Current Liabilities)		