

Chair's Report for North Petherton Community Centre's Annual General Meeting 26th April 2023

I attended last year's AGM and was impressed with the aspirations for the North Petherton Community Centre's (NPCC) committee and was interested in joining the established group to contribute to progressing the committee's ambitions and future plans. This led to me becoming a Trustee and then later in the Autumn, becoming the Chair of the Committee.

Here is my report as Chair on our achievements and challenges since the last AGM in 2022.

First and foremost, I wish to say thank you to Jenny Manners, Jean Turner and Louise Dennis who were Acting Chairs for a significant period of time before I was appointed the Chair of the NPCC Committee.

The NPCC Committee is an effective committee with a robust team-approach amongst its members. All members actively contribute to the committee's decision making and our progress to date is due largely to the contributions, skills, and energies of the collective where we respect each other's views and suggestions in planning the North Petherton Community Centre's future projects. Our aim is to establish an effective working committee with a common vision, using a 'task and finish' group approach which enables details discussion and planning conversations to take place outside the formal committee. Final, agreed proposals are then presented to the committee for approval or otherwise.

Our achievements to date

The committee agreed to identify a number of projects which required investment to ensure the Centre was a viable, safe, and successful venue. We referred to this as the Committee's 'wish list,' which we collectively prioritised for action. A number of 'task and finish' groups have been established to ensure various projects can be explored and presented to the Committee for discussion and approval or decline. By April 2023, we had successfully completed the following priorities:

- Refurbishing the floor of the Main Hall to ensure it remains 'fit for purpose' and serves the need of Centre users.
- The footpath outside the library has been re surfaced for smooth access with new, automated doors installed at the entrance to the library (Small Hall) and the Community Centre (Main Hall). We appreciate the drive and efforts of Brian Turner for his lead on both these structural improvements.
- Following a proposal from one of the Trustees to establish NPCC film nights, a working group was established to robustly research the proposal. The eventual outcome was approval by the committee to proceed with this initiative and we are optimistic that regular film nights at NPCC will be a success.
- The committee's working relationship with the Library and Connect has been strengthened and we will continue to maintain this position.
- We have had two positive meetings with representatives from the North Petherton Town Council, which enables positive dialogue to take place and work in partnership to anticipate any emerging issues which can be resolved swiftly and effectively.
- With thanks to Andy Jennings' expertise and skills, the Centre has a revised and updated information technology, Wizzard system for diverse bookings for activities in the Community Centre.
- A caretaker has been appointed for the Centre whose commitment and reliability ensures all activities are managed well and in a timely manner.
- I am pleased to see that we have regular and active representation from users of the Community Centre at committee meetings. This provides us with constructive feedback on how to improve the facility and to capture their views on our strategic direction. We welcome this engagement.
- Our Committee Secretary has started a process of reviewing, refreshing, and updating all current policy documents for the Community Centre. This will enable them to be easily accessible, with clear, easy to ready guidance.

Our main challenge has been, and continues to be, to make every effort to ensure there is a balance between managing the Centre's finances so that our income is healthy, while remaining responsive to the needs of the local community of North Petherton.

In conclusion, I believe the Committee has made good progress to date in building on the efforts and commitment from individuals who have given their time to the work of the North Petherton Community Centre in the past. We welcome new members who may want to join us or who have ideas and projects that we should consider for the benefit for the local community.

Finally, my personal gratitude to all committee members who voluntarily give their time and energies to ensuring the Centre is a successful asset for North Petherton's community.

Dr Rosalynd Jowett
April 2023

**NORTH PETHERTON COMMUNITY CENTRE
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2022.**

	2022		2021	
	£	£	£	£
Income				
Grants received		4,667		18,707
Other income		31,646		24,099
Interest received		31		4
		<u>36,344</u>		<u>42,810</u>
Expenses				
Cleaner and laundry	4,608		5,306	
Caretaker costs	1,717		-	
Maintenance (note 1)	3,046		1,484	
Insurance	1,632		1,452	
Water rates	472		406	
Light and heat	3,049		1,590	
Advertising	96		-	
Performing rights	272		325	
Bar consumables	-		1,245	
Donation	1,000		42	
Licence fee	180		180	
Stationery, mobile	654		281	
Premises update (note 2)	14,275		4,449	
Public toilet expenses	904		3,505	
Other expenses	600		627	
Deposits/hire refunds	-		106	
Independent examination	100	32,605	100	21,098
NET INCOME		<u><u>3,739</u></u>		<u><u>21,712</u></u>

**NORTH PETHERTON COMMUNITY CENTRE
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2022**

	2022		2021	
	£	£	£	£
Other Income				
Guides and Brownies	1,192		366	
Bowls	3,152		2,104	
Dance and exercise	5,427		3,339	
Small hall hire	7,107		0	
Pre school	1,471		904	
Private parties	5,194		4,178	
Bar	1,173		2,317	
Meetings	2,455		1,116	
Textile bank	466		548	
Public loos	2,163		7,372	
Blood donors	592		585	
Other	1,254		1,270	
		<u>31,646</u>		<u>24,099</u>

**NORTH PETHERTON COMMUNITY CENTRE
NOTES TO THE INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2022**

£

Note 1 – Maintenance

Treework	450
Somerset Gas	467
Small hall roof repairs	780
Guest electrical	564
General repairs and maintenance	785
	<u>3,046</u>

Note 2 – Premises update

The Woolly shepherd	4,258
Normandy windows	4,350
Projector and kit	2,210
CCTV	662
Complete floorcare	2,795
	<u>14,275</u>

BANK RECONCILIATION ETC

Bank reconciliation

£

£

Balance as per statement

3,814

**NORTH PETHERTON COMMUNITY CENTRE
NOTES TO THE INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2022**

Summary of funds held at Lloyds Bank for the year

	£
Balance as at 1 January 2022	10,106.17
Add banking's during year	36,313.21
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	46,419.38
Less bacs payments and direct debits	42,604.85
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Funds as at 31 December 2022	3,814.53
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Summary of funds held in Deposit account

Balance as at 1 January 2022	52,035.07
Interest received during year	31.30
Transfers from, less to the current account	10,000.00
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Funds as at 31 December 2022	62,066.37
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NORTH PETHERTON COMMUNITY CENTRE
FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 DECEMBER 2022



Charity number - 291048

**NORTH PETHERTON COMMUNITY CENTRE
NOTES TO THE INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2022**

Independent Examiner's Report to the Management Committee of North Petherton Community Centre.

My report on the income and expenditure account of North Petherton Community Centre for the year ended 31 December 2022.

Respective responsibilities of trustees and examiner

The management committee are responsible for the preparation of the accounts. The committee consider that an audit is not required for this period under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- To state whether particular matters have come to my attention.

Basis of Independent examiner's report

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the committee and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- Which gives me reasonable cause to believe that in, any material respect, the requirements:
- 1) to keep accounting records in accordance with section 130 of the Charities act: and
- 2) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act,
- have not been met.

Signed

Mrs B Wiltshire (FCCA)
36 Newlyn Crescent, Puriton
Bridgwater, Somerset, TA7 8BS