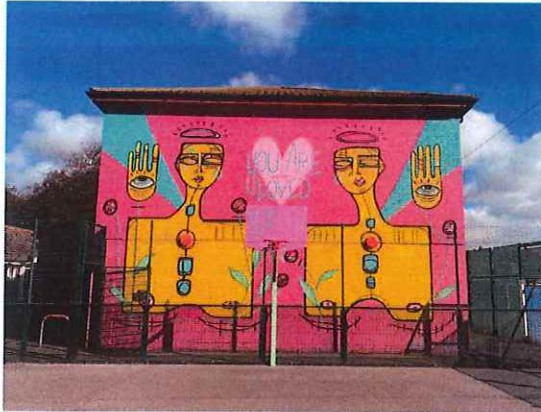


EASTNEY AREA COMMUNITY ASSOCIATION



**ANNUAL REPORT AND INDEPENDENTLY EXAMINED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2023**

**ANNUAL GENERAL MEETING:
26th October 2023**

EACA is committed to providing social, recreational and educational opportunities, without discrimination, for its friends and neighbours.



Supported by Portsmouth City Council

Registered Charity No. 292346

Annual Report and Independently Examined Financial Statements of Eastney Area Community Association for the year ended 31st March 2023

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2. INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS OF THE ASSOCIATION

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2023

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

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number

292346

Address

Bransbury Park
Bransbury Road
Southsea
PO4 9SU

Contact Details

Telephone: 02392 864306

Email: eastneycc@gmail.com

Facebook: Eastney Community Centre

Trustees

Chair: Bridget Tregoning
Vice-Chair: Valerie Peach
Secretary: Paul Pritchard
Treasurer: Alan Gibbs
Valerie Peach
Bridget Tregoning
Leslie Evers
Susan Heather
Angela Barnes
Steve Pitt
Sheila Porter
Julie Boulter (original EACA)
Marjorie Davies (original EACA)

Staff

Centre Manager: Allison Udy (Joint MVCA)
Admin Assistants: Debbie Laycock
Kimberly Barrett (Joint MVCA)
Cleaners: Angela Needle
Sandra Gofton

PCC Members' Appointed Representative

Cllr Gerald Vernon-Jackson

PCC Liaison Officer

Chris Richards

Independent Examiner

Mr M Green CPFA
23 Glasgow Road
Southsea
Hants
PO9 8HR

Office Hours:

Monday to Friday 9.30am to 2pm

Bank

Lloyds Bank
Palmerston Road
Southsea

GOVERNANCE, STRUCTURE AND MANAGEMENT

Eastney Area Community Association (EACA) became a registered charity in 1985 and is registered as such in England under No. 292346. The charity is controlled by its governing document, a constitution, registered with the Charity Commission

Our charitable objects are as follows:

- (i) To promote the benefit of the inhabitants of the city of Portsmouth particularly the area of Eastney, Southsea and Milton and the neighbourhood without distinction of sex or of political, religious or other opinions, by associating together the local authorities, voluntary organisations and inhabitants 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;
- (ii) To establish or to secure the establishment of a Community Centre and to maintain and manage, or to co-operate with any local statutory authority in the maintenance and management of such a centre for activities promoted by the Association and its constituent bodies in furtherance of the above objects

The Association is non-party in politics and non-sectarian in religion.

Although the building belongs to Portsmouth City Council, the Association is an independent community association and leases the building under a peppercorn rent. A Service Level Agreement is in place between Portsmouth City Council and the Association and states the terms and conditions of operation and who is responsible for what – for example the council maintain the building structure and provide support and advice to staff and volunteers and the Association maintains the interior and agrees to provide a broad and balanced programme to users.

The Association is managed by a volunteer management committee (trustees) that meets once a month and responsibilities include the health & safety of users, maintenance of the interior of the building, hiring policies, programme of activities, employment of staff and managing the finances. Trustees are elected following nomination and approval at the Annual General Meeting. A trustee induction pack has been produced and training is made available. At present, the Committee has 14 individuals made up of individual members and appointed representatives.

Since 1st February 2023, the trustees of Milton Village Community Association (MVCA) have joined the remaining trustees of EACA to help to continue to manage the Association. These trustees now manage both Associations, but the finances and charitable statuses of each Association remain independent for now. The Manager and clerical staff of MVCA now have additional hours, funded by EACA, to help run the centre.

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, nevertheless an independent examiner's report is required.

The Trustees acknowledge their responsibilities for

- i) ensuring that the charity keeps proper accounting records in accordance with section 130 of the act.
- ii) 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.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees have in place the necessary policies and procedures for the effective operation of the Association and have identified the following as potential risks to the long term sustainability:

- i) Introduction of rent payable for the building by the council
- ii) Increasing competition from nearby venues
- iii) Covid-19 and other infectious diseases
- iv) Untenable costs

ASSOCIATION ACTIVITIES

Sadly, due to aging members and low numbers, two of our member groups, **Just Sew** and **Short Mat Bowls** are closing. They both have been at the centre for a long time and we are sad to see them go but thank Pam for her hard work in running Just Sew and the many different volunteers who ran Short Mat Bowls. They brought a lot of pleasure to many people.

We have two members' groups remaining:

Tuesday Bingo Club

are a large group who meet weekly in the large hall on Tuesdays 1 pm – 2.45 pm for a weekly social game of bingo. Special events are put on at Easter and Christmas for the members.

Bransbury Art Group

are a large group that meets weekly in the small hall on Fridays 10.15 am – 11.45 am. Members paint their own individual pieces brought from home in a friendly social atmosphere.

In addition to the members' groups, there are regular groups who use the centre's facilities. These currently include:

- Connors' Toy Library
- Mixed Martial Arts
- Various Yoga Classes
- Dog Training
- BMX Flatland
- Beating the Blues
- Endeavour Twirl Team
- Various Pilates Classes
- W.I.
- Organic Hiit (High Intensity Interval Training)
- Zumba/Zumba Gold
- Beginners' Line Dancing
- Activ8 Minds (Junior Sports/Arts)
- Private Dance Lessons
- Adult Kickboxing
- Portsmouth Apostles
- Ante Natal Classes

Eastney Area Community Association is a membership organisation. As at 30/09/2023 there were 59 members.

LICENCE HOLDERS

We are pleased that we have two Licence Holders based at Eastney Community Centre that both provide important services to our community; **Baby Sensory Hub** and **Pure Ground Bransbury Coffee Shop**. They can both operate up to 7 days a week, having permanent areas for their exclusive use at designated times by agreement. Both licence holders pay a fixed monthly fee to the centre and the licences are reviewed and renewable every year.

Baby Sensory Hub

The Baby Sensory Hub joined the centre in October 2019 and occupies the two first floor spaces, one spacious room above the studio and another room plus office space at the back of the centre, via a rear staircase. It offers a complete approach to learning and development for mums (& dads) and their babies with lots of activities including Reading Fairy, sleep sessions, music, dance, physical skills and sensory play plus, of course, lots of advice. The owner, Emily, and her staff, currently deliver the programme of 13 daytime classes per week over Tuesday to Friday with special events and activities during school holidays. The hub brings a lot of foot fall into the centre, many of whom, we are pleased to see, also enjoy other centre facilities/services, including the coffee shop and hiring the halls for birthday parties and celebrations. We look forward to continuing to work in partnership with this great community resource for many years to come.

Pure Ground Bransbury Coffee Shop

Sadly, the owner of Bransbury Park Café, as it was known, decided to withdraw from running a café at the centre in Spring 2023 but approached the manager, Claire, at Pure Ground Coffee Shop at Milton Village Hall to see if she would be willing to take it over. So, on 7th June 2023, the newly rejuvenated Pure Ground Bransbury Coffee Shop opened its doors. The coffee shop is open Monday to Saturday 0930-1430 and offers outdoor as well as indoor seating. A limited menu of hot drinks, sandwiches, sausage rolls and assorted home-made cakes was initially offered but the menu is slowly expanding, having recently introduced toasties, which have been well received as we move in to the colder Autumn months. It continues to offer a welcoming, friendly space to enjoy a good quality cup of coffee and a bite to eat with friends, or before or after for those attending classes and group meetings at the centre, and we look forward to seeing its continuing development and success.

TRUSTEES' REPORTS

Statement from the Chair

As a new trustee to EACA, I was originally Chair at MVCA when the trustees there were approached by the remaining three trustees of EACA to see if we could help with the running of their Association, otherwise it would not have been able to continue. A meeting was held with the trustees of both associations present and, after a lot of discussion, it was agreed that we would help but the associations would not merge. So, with effect from 1st February 2023, Allison was appointed as Co-ordinator to oversee what had to be done. This involved a lot of work for Alli, some of which was very complicated indeed. I would like it noted that we owe Alli so much, not only for the workload she undertook, but also for her attitude; I am going to solve this issue. Alli, thank you so much for all of your hard work and never giving up. Huge thanks also go to Kimberly for her willingness to take on the extra tasks at Eastney, which have been hard going at times!

Thank you also to my fellow trustees for the support and enthusiasm they have offered in helping to take on the second centre, especially to Alan for the additional accounts work, Val Peach for helping out with the health & safety aspects and Chris Richards for all her support and, particularly, help with fire safety that seemed to be non-existent.

Progress is slow and there were a lot of urgent challenges to overcome with bills not being paid, new staff not fully conversant with procedures, no banking, no invoicing, no passwords available the list goes on, but we have averted closure and resolved immediate problems, and are now rebuilding good foundations for Eastney Community Centre to continue to be a much-valued asset in this lovely community.

Bridget Tregoning
Chair for EACA & MVCA

EACA Trustee Report

As a longstanding Trustee of EACA, I am relieved to report that, although challenging at times, this has been a successful year for Eastney Community Centre. At the beginning of 2023, the three remaining Trustees were, understandably, concerned about the future of the Centre. Thank goodness the Officers, Trustees and, especially, Allison Udy and Kimberly Barrett from the Milton Village Community Association came to our rescue. With their help and with the ongoing support of Portsmouth City Council and our local Councillors, the Centre has continued to thrive. The current Trustees thank all concerned for their understanding of the situation we were in and their time, effort and expertise in keeping us afloat.

We would like to thank Patricia Dalton and Karen Young for continuing to run the Tuesday Bingo Club, always popular with their regular players. Of course, there's always a friendly welcome for new members. Thanks also to Marjorie Davies who leads the enthusiastic Bransbury Art Club on Friday mornings. Their talented membership has grown from 8 to 13 but they would always welcome more members to their friendly group.

Huge thanks must also go to Debbie Laycock, our Centre Co-ordinator, who not only runs the office with all that that entails, but always has a friendly smile make the Centre a welcoming place.

We are planning our Annual Christmas Fair in December to welcome all ages to the Centre to have fun, pick up a bargain, a cake and a visit to Santa, while raising much needed funds to improve the facilities we have to offer.

Thanks again to everyone involved with Eastney Community Centre and we look forward to an even more successful year ahead.

Julie Boulter, supported by Derek Boulter and her family

FINANCIAL REVIEW

Introduction

The day to day recording of income, the invoicing and the payment of bills is now carried out on site by the office staff and all records are passed to the treasurer who produces the monthly finance reports for the Committee. The treasurer also prepares the books for the year end Independent Examination and production of accounts in the form required by the Charity Commission. These accounts are on the following pages and have been independently examined, and the certificate to confirm this is attached.

Outside of covid-19, the Charity usually has an agreed Reserves Policy and following Charity Commission recommendations has allocated within the Reserves a sum the equivalent of three months' operational costs. The trustees are also aware that provision should be made for redundancy costs, although there are no plans for redundancies at this time. The trustees also monitor the general condition of the premises to enable plans to be made for centre redecorations and improvements.

Performance & Achievements – Treasurer's Report

Please see the Financial Report.

Alan Gibbs
Honorary Treasurer

REPORT OF THE TRUSTEES AGREED AND SIGNED ON THEIR BEHALF

Signed	B. Tregouing	Dated	24/10/2023
Name	Bridget Tregouing	Position	Chair

Eastney Area Community Association

Registered Charity 292346

Financial Report 2022/23

Introduction

As you may know the Association faced a major crisis during 22/23 which meant that there was the real possibility that the Association would cease and the Community Centre would close.

The remaining Trustees called for support and the Trustees of Milton Village Community Association (MVCA) were added to the remaining Eastney trustees in January 2023 in order to attempt to remedy and turn around the situation.

The sole aim was to ensure that the Community Association remained open in order to be able to continue to facilitate the excellent activities that are provided.

It was apparent that there were major failings in the management and financial systems at the centre, but through the hard work and resolve of Allison, Kimberley and Debbie, and supported by old and new Trustees, many of these deficiencies have been rectified, or new systems put in place as appropriate.

There is still more work to do in order to fully stabilize the long-term future of the Centre, but the immediate crisis has been averted.

All this has been undertaken against a backdrop of significantly increasing prices (especially energy costs) that occurred during 22/23.

Finally, you will notice that the accounts are more abbreviated than in previous years. As part of cost saving measures, it was decided to dispense with the services of the accountant and the financial system that had been used. It was deemed that a simple spreadsheet system would suffice for the Centre.

The Association made a Deficit in the year of £10.6k (£13.8k Surplus) which reduces the total accumulated funds at the end of the year to £44.5k (£55.2k). The balance in the National Savings Account remained at £21k (£21k)

NB previous year's figures are in brackets for comparison

Independent Examination

The above accounts have been independently examined or audited, and the certificate to confirm this is attached.

Conclusion

The finances of the Association have decreased from £55.2k as at March 2022 to £44.5k as at March 2023; a decrease of £10.6k.

Thanks are due to Portsmouth City Council for its continued support of the Association; and my personal thanks go to Allison; her staff; and my fellow Committee members for all their help and support during the year

Alan Gibbs

Honorary Treasurer EACA

Eastney Area Community Association
Income and Expenditure Account for the year ended 31 March 2023

Incoming Resources	Notes	31/03/22	31/03/22	31/03/23	31/03/23
Main Account					
Rental Income		40,413.00		45,662.86	
Membership Fees		0.00		1,442.76	
Sundry		2,862.00		0.00	
Café Income		3,900.00		3,300.00	
Government Grants etc		11,962.00		0.00	
Total Income			59,137.00		50,405.62
Resources Expended					
Main Account					
Salaries etc		26,713.00		39,191.02	
Cheques Written		11,674.00		11,764.62	
Premises Costs					
Electricity		3,324.00		5,298.74	
Gas		2,547.00		2,257.88	
Services		0.00		1,467.45	
PCC Rates		235.00		460.80	
Office Costs					
Licenses and Legal Fees		821.00		158.34	
Broadband		0.00		416.88	
Insurance		0.00		0.00	
Repairs & Renewals		0.00		0.00	
Miscellaneous		0.00		0.00	
Kitchen & Premises refurbishment		0.00		0.00	
Total Expenditure			45,314.00		61,015.73
Surplus/(Deficit) for the year			13,823.00		-10,610.11

Eastney Area Community Association
Balance Sheet as at 31 March 2023

	Notes	31/03/22	31/03/22	31/03/23	31/03/23
Non current assets			0.00		0.00
			0.00		0.00
Current assets					
Bank	2	34,113.69		15,345.89	
NSI Account		20,988.64		20,988.64	
Debtors and Prepayments		0.00		12,543.72	
Accruals		0.00		0.00	
		55,102.33		48,878.25	
Current Liabilities					
Creditors		0.00		4,386.03	
Accruals		0.00		0.00	
Third Party income		0.00		0.00	
Receipts in advance		0.00		0.00	
		0.00		4,386.03	
Current Assets less Current Liabilities			55,102.33		44,492.22
Total Assets			55,102.33		44,492.22
Financed By:					
Accumulated Fund Main Account	3		41,279.33		55,102.33
Surplus/(deficit)	3		13,823.00		-10,610.11
Balance C/F	3		55,102.33		44,492.22

Eastney Area Community Association
Notes to the Accounts

1 Accounting policies

These accounts have been prepared in accordance with the Statement of recommended practice (SORP) for Charities and the Charities Act 2011.

2 Financial Instruments	31/03/22	31/03/23
Lloyds Bank Account	34,113.69	15,345.89
NSI Account	20,988.64	20,988.64
Debtors and Prepayments	0.00	12,543.72
Creditors	0.00	-4,386.03
	<u>55,102.33</u>	<u>44,492.22</u>
	0.00	0.00

3 Statement of Movement in Reserves

	Total
Balance as at 1/4/21	41,279.33
Surplus/(deficit) for the year	<u>13,823.00</u>
Balance as at 31/3/22	55,102.33
Balance as at 1/4/22	55,102.33
Surplus/(deficit) for the year	<u>-10,610.11</u>
Balance as at 31/3/23	44,492.22

4 Restricted funds in respect of the Bingo Club Christmas Savings

31/03/2022	366.00
31/03/2023	1,476.00



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Eastney Area Community Association

**On accounts for the year
ended**

31/03/23

**Charity no
(if any)**

292346

Set out on pages

I report on the accounts of the community association for the year ended March 2023 which are set out in the annual reports pack.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/23

**Responsibilities and
basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

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

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect,:

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

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

Signed:

Date: 08/10/2023

Name:

Matthew Green

**Relevant professional
qualification(s) or body
(if any):**

Chartered Institute of Public Finance and Accountancy

Address:

23 Glasgow Road

Portsmouth

PO4 8HR

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here details of any items that the examiner wishes to disclose.