

EASTNEY AREA COMMUNITY ASSOCIATION



**ANNUAL REPORT AND INDEPENDENTLY EXAMINED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2024**

**ANNUAL GENERAL MEETING:
21st November 2024**



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 2024

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2. INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS OF THE ASSOCIATION

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2024

The trustees present their report with the financial statements of the charity for the year ended 31st March 2024. 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

Paul Tallack
16 Milton Park Avenue
Southsea
PO4 8JG

Office Hours:

Monday to Friday 9.30am to 12.30pm

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

We currently have two members' groups:

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 small 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 a good variety of 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.
- Diabetes Prevention
- Disability Football
- 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
- Ska Choir
- Southsea Sewn

Association Events

This summer we were pleased to start an Association Events programme that included three activities in the large hall – a lovely Sea Shanties Concert, a fun evening of Skittles & Scampi and a fabulous Night with Elvis! All the events were sold out and it was great to see the large hall packed out!

Membership

Eastney Area Community Association is a membership organisation. As at 01/10/2024 there were 47 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 Monday 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

Pure Ground Bransbury Coffee Shop started at Milton Village Hall and expanded to Eastney Community Centre in Spring 2023. It is set up as a CIC so the profits can only be ploughed back into the coffee shop service or into the community association. The coffee shop is open Monday to Saturday 0930-1430 and offers outdoor as well as indoor seating. Despite a limited menu of hot drinks, sandwiches, sausage rolls, toasties and assorted home-made cakes, it has traded well over the past year and 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. We look forward to seeing its continuing development and success.

TRUSTEES' REPORTS

Statement from the Chair

I feel this year has gone well for Eastney Community Centre. This has not just happened, it is through hard work, so I must thank Debbie, Julie and Derek Boulter, for all that they have done and do.

The bookings for parties, and other groups that use the Centre, are all going very well and, in fact, the number of regular groups have increased. Sadly, we've had to increase hire rates this year as expenditure continues to increase with minimum wage rises and cost of living. And with yet more large minimum wage increases on the horizon, we may have to increase them again! But we continue to monitor local rates to ensure that we remain competitive.

Allison arranged some lovely centre events which were very popular and it was great having the much larger hall at Eastney to host them! It not only created a great atmosphere with a packed audience but helped keep the cost per head down with a larger capacity. We look forward to arranging more.

Unfortunately, there have been a lot of building issues this year, partly due to the age of the building but also because of the ongoing 'battle' with local youths! Steve Pitt very kindly arranged a site safety & security survey by the police, as a result of which, additional roof protection is being installed and we were successful in obtaining a CIL grant for 50% of the cost towards a brand new CCTV system that would include monitoring. Hopefully, the new security measures will help reduce the problems with the youth.

Pure Ground Coffee Shop at Bransbury Park is thriving and, at times, gets very busy. It is also helping to attract people into the Centre, which is an excellent way forward.

The other person, I have to thank is Allison, who oversees Eastney Community Centre, and works in the office some Wednesdays. Allison, has had to undertake a lot of extra work, and I cannot thank her enough for all her hard work, over the last twelve months.

I look forward to another successful year, and hopefully the two Centres will eventually join together and become one.

Bridget Tregoning
Chairman of Milton and Eastney Community Centres

Trustee Report

As a long-standing Trustee, I am pleased to report that this has been a successful year for Eastney Community Centre due to the continued support of Allison Udy and her team of Committee members at Milton Village Community Association. 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 time, effort and expertise in taking us forward.

Although inexperienced in Health and Safety issues, I have enthusiastically attempted a monthly report to the Committee, highlighting any issues that effect the safe use of the Centre. This is continually supported by Debbie Laycock, our Centre Co-ordinator, and her daily checks as well as Councillor Pitt, who takes a keen interest in the fabric of the building. This year we were happy to refurbish the Meeting Room to provide another facility for hire.

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 Arts Club on Friday mornings. Their talented membership has grown to 14 but they would always welcome more members to their friendly group.

Huge thanks must also go to Debbie, who not only runs the office with all that that entails, but always has a friendly smile making the Centre a welcoming place. This year has seen many new groups joining our existing, well established programme of groups and activities and both halls remain popular for family celebrations. Having Milton Village supporting us has been such an advantage as prospective hirers get the choice of availability at the two Centres.

A positive development has been the successful use of Eastney's large hall for very popular social events organized by Allison. The Shanty Men, the Skittles Evening and The Elvis entertainment were all sold out events. We look forward to future social events next year.

We are currently 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 carried out on site by the office staff and all records are passed on to the Treasurer who produces the monthly finance reports for the Committee. The Treasurer also prepares the accounts for the year end Independent Examination, and the subsequent Charity Commission submissions. These accounts contained in this pack have been independently examined, and the certificate to confirm this is attached.

Reserves Policy

The trustees have determined that there should be sufficient free reserves to allow an orderly winding up of the Community Centre should it ever be required, plus 3 to 6 months core expenditure to allow time for the trustees to work through any short term financial shocks, such as loss of income or, if the loss is permanent, to identify new sources of income or to implement appropriate cost reductions

The trustees have established that the winding up costs (redundancies, lease commitments, dilapidations and professional fees) would be in the region of £3K. Based on the accounts for the year ended 31 March 2024, 3 months core cost would amount to £14K and therefore 6 months would be around £28K. The trustees aim is therefore to have between £17K and £31K of free reserves.

At 31 March 2024 the Community Centre had free reserves of £42K.

The level of free reserves is sufficient comply with the reserves policy.

No further action is required other than the regular monitoring of the financial health of the Community centre in the normal way

Performance & Achievements – Treasurer's Report

Please see the Financial Report enclosed in this pack

Alan Gibbs

Honorary Treasurer

(B. Tregoring)

Report of the Trustees agreed and signed on their behalf

B. Tregoring

Signed

Dated

21/11/2024

B. Tregoring

Name

Chairperson

Position

Eastney Area Community Association

Registered Charity 292346

Financial Report 2023/24

Introduction

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 rectify the situation.

I am pleased to report that during 2023/24 the situation has been turned around, and the Community Association has remained open and has significantly recovered from the position that it was in.

There was a tremendous amount of hard work undertaken by Allison, Kimberley and Debbie, supported by old and new Trustees, to ensure that systems and procedures were either replaced or improved so that many of the past problems should not re-occur.

Many of these solutions incurred necessary costs (e.g. New Computers etc) and are shown in the Accounts as recovery costs, with the expectation being that such one-off costs will not be repeated in the future.

The Association made a Deficit in the year of £1k (£10.6k Deficit) which reduces the total accumulated funds at the end of the year to £43.5k (£44.5k). 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 £44.5k as at March 2023 to £43.5k as at March 2024; a decrease of £1k.

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 2024

Incoming Resources	Notes	31/03/23	31/03/23	31/03/24	31/03/24
Main Account					
Rental Income/ Membership Fees		47,105.62		54,065.74	
Sundry		0.00		911.00	
Café Income		3,300.00		3,000.00	
Grants etc		0.00		1,500.00	
Total Income			50,405.62		59,476.74
Resources Expended					
Main Account					
Salaries etc		39,191.02		25,230.68	
Management Fee		0.00		13,895.71	
Cheques Written		11,764.62		0.00	
Premises Costs					
Electricity		5,298.74		4,242.65	
Gas		2,257.88		1,992.82	
Services		1,467.45		951.64	
PCC Rates		460.80		434.93	
Refuse & Cleaning costs		0.00		4,132.85	
Office Costs					
Office Supplies & Publicity		158.34		1,897.25	
Broadband Etc		416.88		558.65	
Insurance		0.00		482.64	
Repairs & Renewals		0.00		448.59	
Miscellaneous		0.00		716.46	
Christmas Fair		0.00		1,678.84	
Recovery Costs		0.00		3,814.51	
Total Expenditure			61,015.73		60,478.22
Surplus/(Deficit) for the year			-10,610.11		-1,001.48

Eastney Area Community Association
Balance Sheet as at 31 March 2024

	Notes	31/03/23	31/03/23	31/03/24	31/03/24
Non current assets			0.00		0.00
			0.00		0.00
Current assets					
Bank	2	15,345.89		21,642.78	
NSI Account		20,988.64		20,988.64	
Debtors and Prepayments		12,543.72		4,455.07	
Accruals		0.00		0.00	
		48,878.25		47,086.49	
Current Liabilities					
Creditors		4,386.03		3,595.75	
Accruals		0.00		0.00	
Third Party income		0.00		0.00	
Receipts in advance		0.00		0.00	
		4,386.03		3,595.75	
Current Assets less Current Liabilities			44,492.22		43,490.74
Total Assets			44,492.22		43,490.74
Financed By:					
Accumulated Fund Main Account	3		55,102.33		44,492.22
Surplus/(deficit)	3		-10,610.11		-1,001.48
Balance C/F	3		44,492.22		43,490.74

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	31/03/23	31/03/24
Lloyds Bank Account	15,345.89	21,642.78
NSI Account	20,988.64	20,988.64
Debtors and Prepayments	12,543.72	4,455.07
Creditors	-4,386.03	-3,595.75
	<u>44,492.22</u>	<u>43,490.74</u>
	0.00	0.00

3 Statement of Movement in Reserves

	Total
Balance as at 1/4/22	55,102.33
Surplus/(deficit) for the year	-10,610.11
Balance as at 31/3/23	<u>44,492.22</u>
Balance as at 1/4/23	44,492.22
Surplus/(deficit) for the year	-1,001.48
Balance as at 31/3/24	<u>43,490.74</u>



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

EASTNEY AREA COMMUNITY ASSOCIATION

On accounts for the year
ended

31/3/24

Charity no
(if any)

292346

Set out on pages

AS 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

Responsibilities and
basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (~~other than that disclosed below~~ *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

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

Signed:

PAUL TALLACK

Date:

5/11/24

Name:

PAUL TALLACK

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

Address:

16 MILTON PARK AVENUE
SOUTHSEA
HAMPSHIRE PO4 3JG

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 brief details of any items that the examiner wishes to disclose.