

# THE COLDEN COMMON COMMUNITY ASSOCIATION

England & Wales · Charity number 292438

## Details

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**Other names** CCCA

**Status** Registered

**Legal form** Other

**Registered** 1985-08-23

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Colden Common Community Centre  
St. Vigor Way  
Colden Common  
Winchester  
Hampshire  
SO21 1UU

**Phone** 01962 715789

**Email** [office@coldencommoncc.co.uk](mailto:office@coldencommoncc.co.uk)

**Website** [www.coldencommoncc.co.uk](http://www.coldencommoncc.co.uk)

## Activities

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**Objects:** (A) TO PROMOTE THE BENEFIT OF THE INHABITANTS OF COLDEN COMMON WITHOUT DISTINCTION OF SEX,SEXUAL ORIENTATION,RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING THE INHABITANTS , LOCAL AUTHORITIES, VOLUNTARY AND OTHER 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. (B) TO ESTABLISH OR TO SECURE ESTABLISHMENT OF A COMMUNITY CENTRE.

**Activities:** Managing and maintaining the Community Centre to provide facilities, services and events to the local community.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 inhabitants of Colden Common.

## Classification

- **How:** Provides Buildings/facilities/open Space, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Amateur Sport, Economic/community Development/employment, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Defined Groups

## Geography

- **Area of benefit:** COLDEN COMMON IN HAMPSHIRE
- Hampshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£122,566	£148,066	-	-
2024-03-31	£87,269	£87,794	-	-
2023-03-31	£90,370	£85,893	-	-
2022-03-31	£118,928	£101,549	-	-
2021-03-31	£63,859	£67,125	-	-

## Trustees

Name	Role	Appointed
<b>Brian O'Neill</b>	Chair	2020-12-10
Hazel Helen Crosthwaite		2023-09-20
John Leslie Baden Pearce		2025-11-05
Lionel Woolf		2022-10-19
Richard Charles Izard		2024-07-10

**THE COLDEN COMMON COMMUNITY ASSOCIATION**

England & Wales - Charity number 292438

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# Accounts

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**Trustees' Annual Report for the  
period  
1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025**

**Section A Reference and administration details**

<b>Charity name</b>	<b>COLDEN COMMON COMMUNITY ASSOCIATION</b>
<b>Registered charity number</b>	<b>292438</b>
<b>Charity's principal address</b>	Colden Common Community Centre St. Vigor Way Colden Common, Winchester SO21 1UU

**Names of the Charity Trustees who manage the Charity.**

	<b>Trustee name</b>	<b>Office</b>	<b>Dates acted. if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee</b>
1	Brian O'Neill	Chair		See section B
2	Kathleen de Ville		Resigned 5 November 2025.	
3	Alex de Ville		Resigned 5 November 2025.	
4	Leo Woolf			
5	Hazel Crosthwaite			
6	Richard Izard		Co-opted 10/07/2024	
7				
8				
9				
10				
11				
12				

**Names of the trustees for the charity, if any (e.g. any custodian trustees)**

**Deeds held by Official Custodian for Charities**

**Names and addresses of advisers (Optional information)**

**Name of chief executive or senior staff members**

**NONE**

**NONE**

## Section B

## Structure, governance and management

### Description of the charity's trusts.

#### **Type of governing document**

The Colden Common Community Association was registered as a charity on 23<sup>rd</sup> August 1985. It is now governed by its Constitution adopted on 23<sup>rd</sup> October 2024.

#### **How the charity is constituted**

Unincorporated association.

#### **Trustee selection methods**

The Trustees Committee consists of not less than three and up to twelve individuals elected at the Annual General Meeting. Officers are elected by the Committee at the first meeting after the AGM.

#### **Additional governance issues (Optional information)**          None

#### **Policies and procedures adopted for the induction and training of trustees.**

The Charity provides an information pack, drawing information from the various Charity Commission publications. It is distributed to all Trustees along with the Charity's governing document and the latest financial statements.

#### **Relationship with any related parties.**

The Charity has a relationship with the Colden Common Parish Council which leases the Community Centre building to the Charity.

#### **Risks and risk management.**

The Committee has considered risks to which the Charity is exposed. Systems have been established to mitigate those risks. External risks to funding have led to the development of a strategic plan which allows for the diversification of funding and activities. Internal risks are minimized by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the Charity. The Charity Commission "Internal Financial Control Checklist" forms the basis for these procedures. These procedures are periodically reviewed to ensure that they still meet the needs of the Charity.

Mandatory checks are carried out at prescribed intervals.

## Section C

## Objectives and activities

### Objects of the charity as set out in its governing document.

To promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, nationality, age, disability, race or of political, religious, or other opinions by associating together the said inhabitants and the statutory 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;

To secure the establishment of a Community Centre (hereinafter called "the Centre") and to maintain and manage the same (whether alone or in cooperation with any statutory authority or other person or body) in furtherance of the above objects.

To promote such other charitable purposes as may from time to time be determined.

The Association shall be non-party in politics and non-sectarian in religion. The area of benefit shall be all those areas within the Parish of Colden Common.

### **Summary of the main activities undertaken for the public benefit.**

During the year, the Association has provided facilities at the Community Centre for educational and leisure activities for the inhabitants, voluntary groups and associations in its area and provided facilities for exhibitions of interest and educational value to the local area and its inhabitants. It continues to encourage the use of its facilities by the local inhabitants, voluntary groups and associations in the furtherance of its objectives.

The use of the Jenny Gray room has continued to increase as this facility has become more widely known and continues to be offered as a free place for organisations such as the police, Neighbourhood Watch, Citizens Advice to communicate either privately or at meetings with inhabitants.

The monthly Digital IT Drop-in continues to be well supported by those in need of assistance, free to attend, and run by a loyal band of volunteers.

The Colden Common Community Pantry, a joint venture between the Colden Common Methodist Church and the Community Association started in October 2023, continues to support those in need in the village. This is an ongoing project to help provide food, hygiene, and cleaning items. The Community Centre is a drop off point for donations. The pantry is monitored by a team of volunteers, headed by Suzanne Smith.

**Additional details of objectives and activities (Optional information)**      None

### **Contribution made by volunteers.**

Members of the community are encouraged to be involved in voluntary activities and share their skills with others. All Trustees give their time freely, and no payment or expenses are claimed.

<b>Section D</b>	<b>Achievements and performance</b>
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### **Summary of the main achievements of the charity during the year.**

#### **Chairman's report:**

During this period, we welcomed Kate Warne to our Centre Staff as community centre assistant providing administrative support for Vanessa. Kate works term time only; her hours include working Fridays which is

Vanessa's day off, thus ensuring a member of staff is available during the working week. We also co-opted Richard Izard as a new Trustee.

We have had to watch our expenditure this year, due to the dent in our accounts as a result of the heating failure in the Gloucester Hall last winter, which saw a new electric heating/ air conditioning system installed. The cost of the installation was covered completely from Community Association funds.

The project to install Solar Panels has moved forward, with a Trustee sub-committee formed to oversee it. With help and support from Rob Veck and Stuart Mills from WinACC, the tender process was completed, and grant applications made to partially fund the project. Leo, Richard and Hazel explored possible contractors, visiting installations at similar properties to help with the decision of awarding the contract. The contract was awarded to Cinergi, a local company, with a proposed installation date later in 2025. The community association would like to acknowledge, with thanks, grants received from the Colden Common Parish Hall Trust and SSEN.

We have installed new LED lighting throughout the whole building, which will reduce the amount of electricity we use. This installation was made possible through grant funding from Colden Common Parish Hall Trust.

Our bookings have remained consistent throughout the year, with some new bookings, and more use of the Gloucester Hall. Vanessa and Kate are looking at installing a new booking system, which will help their work, and primarily will enable people to view an online calendar and make provisional booking enquiries online.

We had another very successful 'Common have ago' and Winter Market. We have continued with our Indoor car boot sales with filling the hall each time with sellers, but although a very promising start, the lack of foot fall of customers is causing some concern.

The annual Senior Citizens party was well attended with entertainment provided by Grace Warne and Jenny & John Sutton.

We were grateful to the 'Christmas Tree Winchester' group for a donation of a Christmas tree. With thanks to the Parish Council and the Bridge Club, for providing funds to upgrade chair trolleys for transport of chairs around the centre.

Our plan to upgrade the Daphne Bran Memorial Garden was completed, making another outside area in the building complex. This was financed with donations given to Paul Nicholson for his past work around the village, that he gave to the Community Association for future building updates. In recognition of his past work around the village a garden bench was unveiled in the garden dedicated to Paul. We are hoping to get the memorial plaque updated. Unfortunately, there was not the funds to replace the much needed window frames.

Our outside storage unit was also stripped down and repainted.

In closing this report, I would like to thank all our great Centre staff and the Association trustees for their continued support and labours during the year, of which without them the Community Centre would not thrive.

  
Brian O'Neill (Jan 29, 2026 15:05:41 GMT)

Brian O'Neill  
Chairman, Colden Common Community Association.

## **Financial report**

2024 - 2025 has been a year of recovery following the unexpected expenditure on the heating system in the Gloucester Hall during the 2023 – 2024 financial year.

On a day-to-day basis the community centre continues to be self-financing through receipt of hiring income and fundraising.

Hiring rates were increased from the 1<sup>st</sup> April 2024 for the first time in 4 years, with a 5% increase.

Income from room hire and fund-raising from successful annual events such as Common Have A Go and the Winter Market help to maintain the finances of the Community Association.

Throughout the last financial year the cost of utilities has remained high, particularly the water rates.

This financial year the Community Association has successfully applied for grant funding for several projects, including:-

Installing LED lighting throughout the building – grant funding from Colden Common Parish Hall Trust (£6,867.00).

Replacing Chair Trolleys – grant funding from Colden Common Parish Council (and fund-raising from Colden Common Bridge Club).

Installation of Solar Panels - grant funding received from SSEN (£20,000) and Colden Common Parish Hall Trust (£10,000).  
(Project due to start Summer 2025)

## **Independent Examiner's Report to the Trustees of the Colden Common Community Association.**

I report to the Trustees on my examination of the accounts of the Charity for the year ended 31 March 2025, which are set out on pages 7 to 13.

### **Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity'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 in connection with my 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 my examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.



David Fields FCMA

Fellow member of the Chartered Institute of Management Accountants.

29<sup>th</sup> January, 2026

Daybooks Limited  
44 Pennington Close  
Colden Common  
Winchester  
SO21 1UR

## Receipts and Payments Account

Charity Name: **COLDEN COMMON COMMUNITY ASSOCIATION**

Charity No.: **292438**

*All values rounded to nearest £*                      For period                      1 April 2024 - 31 March 2025

### Section A Receipts and Payments Account

	Restricted funds	Unrestricted funds	Total funds	Last Year
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<b>A1 Receipts</b>	£	£	£	£
Grants	31,359	0	31,359	4,290
Lettings	0	78,020	78,020	72,436
Contributions (Elec, Phone & Insurance)	0	593	593	479
Donations	0	600	600	622
Rent Income	0	3,748	3,748	3,248
Refund of water rates	0	0	0	0
Events	0	4,943	4,943	3,380
History Books	0	10	10	0
Catering & Café	0	9	9	120
Office Services	0	325	325	132
Bank Interest	0	1,036	1,036	1,299
Paid Advertising	0	57	57	62
Other Income	0	1,866	1,866	1,201
<b>Total</b>	<b>31,359</b>	<b>91,207</b>	<b>122,566</b>	<b>87,269</b>
<b>Investment sales</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total receipts</b>	<b>31,359</b>	<b>91,207</b>	<b>122,566</b>	<b>87,269</b>

<b>A3 Payments</b>	£	£	£	£
Staff Salaries & Wages	0	53,877	53,877	45,573
Building Management	6,847	5,005	11,852	0
Maintenance & Repairs	272	3,603	3,875	8,093
Utilities	0	18,374	18,374	10,580
Newsletter Publication	4,240	0	4,240	4,290
Insurance	0	4,187	4,187	3,288
Fire & Security	0	510	510	2,105
Cleaning & Refuse	0	3,870	3,870	3,451
Telephone & Broadband	0	1,273	1,273	1,632
Office & Administrative	0	2,166	2,166	3,847
Legal & Professional	0	553	553	851
Miscellaneous Expenses	0	2,492	2,492	1,269
Bank Charges	0	60	60	60
Event expenses	0	1,180	1,180	639
Catering	0	36	36	25
Booking Refunds	0	1,763	1,763	2,091
<b>Total</b>	<b>11,359</b>	<b>98,949</b>	<b>110,308</b>	<b>87,794</b>
<b>Asset purchases</b>	<b>20,000</b>	<b>17,758</b>	<b>37,758</b>	<b>0</b>
<b>Total payments</b>	<b>31,359</b>	<b>116,707</b>	<b>148,066</b>	<b>87,794</b>

Receipts and Payments Account - continued	Restricted funds £	Unrestricted funds £	Total funds £	Last Year £
Net receipts over payments	0	(25,500)	(25,500)	(525)
Transfer between funds	0	0	0	0
<b>Net movement in funds</b>	<b>0</b>	<b>(25,500)</b>	<b>(25,500)</b>	<b>(525)</b>
Cash balances brought forward	3,666	64,972	68,638	69,163
<b>Cash funds carried forward</b>	<b>3,666</b>	<b>39,472</b>	<b>43,138</b>	<b>68,638</b>

### Section B Statement of Assets and Liabilities as at end of the period.

	Restricted funds £	Unrestricted funds £	Total funds £	Last Year £
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<b>CASH FUNDS</b>	£	£	£	£
Current	0	5,495	5,495	28,917
Deposit	0	13,100	13,100	10,781
CAF Gold	3,666	20,798	24,464	25,224
Current (Club 55)	0	17	17	3,644
Petty Cash	0	62	62	72
	3,666	39,472	43,138	68,638

<b>OTHER ASSETS</b>	£	£	£	£
Other monetary assets				
Debtors - Lettings income due	0	2,287	2,287	2,738
Assets retained for Charity's own use	0	42,137	42,137	4,379
	0	44,424	44,424	7,117

<b>LIABILITIES</b>	£	£	£	£
Trade Creditors	0	684	684	18,598
HMRC PAYE	0	0	0	0
	0	684	684	18,598

# Notes to the accounts for year ended 31 March 2025

## 1. Accounting Policies

### a) Basis of Accounting

The Charity's gross income in the financial year does not exceed £250,000 and the Charity Trustees have therefore elected to prepare –

- a) a receipts and payments account, and
- b) a statement of assets and liabilities

in accordance with Section 133 of The Charities Act 2011.

The principal policies of the Charity are set out as follows.

### b) Financial Statements

These financial statements are compliant with recommendations provided by the Charity Commission.

### c) Statement of the Charity Reserves policy.

To fund approximately three months core staffing and operational costs (approximately £6,000 pm) and provide sufficient financial flexibility during periods of economic austerity.

### d) Funds Structure Policy

Restricted funds are subject to restrictions on their expenditure by the donor. Unrestricted funds are available for use at the discretion of the Committee in furtherance of the general objectives of the Charity. Designated funds are general funds that have been earmarked for a particular purpose.

### e) Other Policies

#### Pension

The Charity operates a pension scheme for core staff. The workplace pension provider is NEST.

## 2. Receipts

RECEIPTS	This year	Last year
Grants	£	£
Colden Common Parish Council - newsletter	4,240	4,290
Winchester CC Local Restrictions Support	0	0
Government - Furlough	0	0
National Lottery (Restricted)	0	0
Colden Common Parish Council (Restricted)	272	0
Colden Common Parish Hall Trust (Restricted)	6,847	0
SSEN (Restricted)	20,000	0
<b>Totals</b>	<b>31,359</b>	<b>4,290</b>

<b>RECEIPTS - continued</b>	<b>This year</b>	<b>Last year</b>
	<b>£</b>	<b>£</b>
Donations		
Paul Nicholson (litter picking donation)	0	600
Others	600	22
<b>Totals</b>	<b>600</b>	<b>622</b>

<b>Lettings</b>	<b>£</b>	<b>£</b>
Whole Centre hire	0	0
Bert Stratton Lounge	14,950	14,002
Gloucester Hall	27,770	24,743
Patrick Moore Room	30,070	29,885
Jenny Gray Room	1,762	1,168
Kitchen and stage	1,011	567
Other	2,457	2,071
<b>Totals</b>	<b>78,020</b>	<b>72,436</b>

<b>Catering</b>	<b>£</b>	<b>£</b>
Catering & Café	9	120
<b>Totals</b>	<b>9</b>	<b>120</b>

<b>Events</b>	<b>£</b>	<b>£</b>
Markets	3,603	2,028
Common have a go	1,080	1,352
Other	260	0
<b>Totals</b>	<b>4,943</b>	<b>3,380</b>

<b>Other income</b>	<b>£</b>	<b>£</b>
Contributions (Elec, Phone & Insurance)	593	479
Other income	1,866	556
History Books	10	0
Office services	325	132
Parish office rent	3,748	3,248
Sundry (basketball ring, pool table)	0	0
Bank interest	1,036	1,299
Paid advertising	57	62
Sale of books DVDs etc.	0	645
<b>Totals</b>	<b>7,635</b>	<b>6,421</b>

<b>Total receipts</b>	<b>122,566</b>	<b>87,269</b>
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### 3. Payments

<b>PAYMENTS (Analysis of larger payments only)</b>		
	<b>This year</b>	<b>Last year</b>
<b>Events</b>	<b>£</b>	<b>£</b>
Winter fayre	270	163
Common Have A Go	351	257
Refunds	60	60
Other	500	159
<b>Totals</b>	<b>1,181</b>	<b>639</b>

<b>Maintenance and repairs</b>	<b>£</b>	<b>£</b>
Boiler service	522	480
Repainting storage unit	0	2,771
Tree Clearance	0	1,068
Portable heaters for Gloucester Hall	0	672
Other	2,624	3,102
<b>Totals</b>	<b>3,146</b>	<b>8,093</b>

<b>Fire and security</b>	<b>£</b>	<b>£</b>
BP Protect	427	2,005
Other	83	100
<b>Totals</b>	<b>510</b>	<b>2,105</b>

<b>Catering</b>	<b>£</b>	<b>£</b>
Catering	36	25
<b>Totals</b>	<b>36</b>	<b>25</b>

<b>Utilities</b>	<b>£</b>	<b>£</b>
Water rates	3,236	936
Gas	3,313	5,123
Electricity	11,825	4,521
<b>Totals</b>	<b>18,374</b>	<b>10,580</b>

<b>Cleaning and refuse</b>	<b>£</b>	<b>£</b>
Waste collection	1,855	1,764
Cleaning services	2,015	1,687
<b>Totals</b>	<b>3,870</b>	<b>3,451</b>

<b>Others</b>	<b>£</b>	<b>£</b>
Assets purchased	37,758	0
All other items not separately analysed	83,191	62,901
<b>Totals</b>	<b>120,949</b>	<b>62,901</b>

<b>Total payments</b>	<b>148,066</b>	<b>87,794</b>
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#### 4. Staff costs and Trustee remuneration

None of the members of the Committee received any remuneration or expenses during the year. No employees had emoluments in excess of £60,000. No expenses were claimed.

#### 5. Value Added Tax

The Charity is not registered for VAT.

#### 6. Taxation

The Charity is a registered charity and as such is exempt from tax on its income under Section 505 of the Income and Corporation Taxes Act 1988, as long as its income is applicable and applied for charitable purposes only. During the year all of the income was applicable and applied towards charitable purposes.

#### 7. Assets

Assets retained for Charity's own use	Purchased	This year	Last year
		£	£
Gazebo	2014/15	481	481
Table Tennis Table	2014/15	249	249
Gloucester Hall speakers & amplifiers	2014/15	492	492
Gloucester Hall furniture	2014/15	2,352	2,352
Portable Stereo PA System	2018/19	250	250
65" TV screen and mounting	2021/22	555	555
GH Heating	2024/25	17,758	0
Solar panelling	2024/25	20,000	0
<b>Asset totals</b>		<b>42,137</b>	<b>4,379</b>


#### 8. Liabilities

Liabilities	This year	Last year
	£	£
Creditors	684	18,598
<b>Total liabilities</b>	<b>684</b>	<b>18,598</b>

## 9. Analysis of movement in charity funds

Movement of the cash funds between restricted and unrestricted funds including transfers between funds. This may identify funds that Trustees have decided to designate from general reserves for specific purposes.

<b>Analysis of Movement in Funds</b>	B/Fwd £	Income £	Expend £	Transfer £	C/Fwd £
<b>Restricted</b>					
Paul Nicholson fund	3,666	0	0		3,666
Newsletter printing		4,240	(4,240)		0
Colden Common Parish Council		272	(272)		0
Colden Common Parish Trust		6,847	(6,847)		0
Solar panelling		20,000	(20,000)		0
<b>Total Restricted</b>	<b>3,666</b>	<b>31,359</b>	<b>(31,359)</b>	<b>0</b>	<b>3,666</b>
<b>Unrestricted funds</b>					
General funds	64,972	91,207	(116,707)	0	39,472
<b>Total Unrestricted</b>	<b>64,972</b>	<b>91,207</b>	<b>(116,707)</b>	<b>0</b>	<b>39,472</b>
<b>Total Funds</b>	<b>68,638</b>	<b>122,566</b>	<b>(148,066)</b>	<b>0</b>	<b>43,138</b>

<b>Section G Declaration</b>			
The Trustees have approved the Trustees' report above. Signed on behalf of the Charity's Trustees.			
<b>Signature</b>	<b>Full name</b>	<b>Position</b>	<b>Date</b>
 <small>Brian O'Neill (Jan 29, 2026 15:05:41 GMT)</small>	Brian O'Neill	Chairman	29 <sup>th</sup> January, 2026

**THE COLDEN COMMON COMMUNITY ASSOCIATION**

England & Wales - Charity number 292438

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# Accounts

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**Trustees' Annual Report for the  
period  
1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024**

**Section A Reference and administration details**

<b>Charity name</b>	<b>COLDEN COMMON COMMUNITY ASSOCIATION</b>
<b>Registered charity number</b>	<b>292438</b>
<b>Charity's principal address</b>	Colden Common Community Centre St. Vigor Way Colden Common, Winchester SO21 1UU

**Names of the Charity Trustees who manage the Charity.**

	<b>Trustee name</b>	<b>Office</b>	<b>Dates acted. if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee</b>
1	Brian O'Neill	Chair		See section B
2	Kathleen de Ville			
3	Alex de Ville			
4	Adrian Kelly			
5	Leo Woolf			
6	Hazel Crosthwaite			
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**Names of the trustees for the charity, if any (e.g. any custodian trustees)**

**Deeds held by Official Custodian for Charities**

**Names and addresses of advisers (Optional information)**

**Name of chief executive or senior staff members**

**NONE**

**NONE**

**Description of the charity's trusts.****Type of governing document**

The Colden Common Community Association was registered as a charity on 23<sup>rd</sup> August 1985. It is now governed by its Constitution adopted on 11<sup>th</sup> July 2012.

**How the charity is constituted**

Unincorporated association.

**Trustee selection methods**

The Trustees Committee consists of not less than three and up to twelve individuals elected at the Annual General Meeting. Officers are elected by the Committee at the first meeting after the AGM.

**Additional governance issues (Optional information)**          None**Policies and procedures adopted for the induction and training of trustees.**

The Charity provides an information pack, drawing information from the various Charity Commission publications. It is distributed to all Trustees along with the Charity's governing document and the latest financial statements.

**Relationship with any related parties.**

The Charity has a relationship with the Colden Common Parish Council which leases the Community Centre building to the Charity.

**Risks and risk management.**

The Committee has considered risks to which the Charity is exposed. Systems have been established to mitigate those risks. External risks to funding have led to the development of a strategic plan which allows for the diversification of funding and activities. Internal risks are minimized by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the Charity. The Charity Commission "Internal Financial Control Checklist" forms the basis for these procedures. These procedures are periodically reviewed to ensure that they still meet the needs of the Charity.

Mandatory checks are carried out at prescribed intervals.

**Objects of the charity as set out in its governing document.**

To promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, nationality, age, disability, race or of political, religious, or other opinions by associating together the said inhabitants and the statutory 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;

To secure the establishment of a Community Centre (hereinafter called "the Centre") and to maintain and manage the same (whether alone or in cooperation with any statutory authority or other person or body) in furtherance of the above objects.

To promote such other charitable purposes as may from time to time be determined.

The Association shall be non-party in politics and non-sectarian in religion. The area of benefit shall be all those areas within the Parish of Colden Common.

### **Summary of the main activities undertaken for the public benefit.**

During the year, the Association has provided facilities at the Community Centre for educational and leisure activities for the inhabitants, voluntary groups and associations in its area and provided facilities for exhibitions of interest and educational value to the local area and its inhabitants. It continues to encourage the use of its facilities by the local inhabitants, voluntary groups and associations in the furtherance of its objectives.

The use of the Jenny Gray room has continued to increase as this facility has become more widely known and continues to be offered as a free place for organisations such as the police, Neighbourhood Watch, Citizens Advice to communicate either privately or at meetings with inhabitants and was offered as a warm place for individuals during last winter.

The Colden Common Community Pantry, a joint venture between the Colden Common Methodist Church and the Community Association was started in October 2023 to support those in need in the village. This is an ongoing project to help provide food, hygiene, and cleaning items. The Community Centre is a drop off point for donations. The pantry is monitored by a team of volunteers, headed by Suzanne Smith.

**Additional details of objectives and activities (Optional information)**      None

### **Contribution made by volunteers.**

Members of the community are encouraged to be involved in voluntary activities and share their skills with others. All Trustees give their time freely, and no payment or expenses are claimed.

<b>Section D</b>	<b>Achievements and performance</b>
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### **Summary of the main achievements of the charity during the year.**

#### **Chairman's report.**

Hazel Crosthwaite joined the Trustee board at the 2023 AGM; however, we are still in need of a Treasurer and Minute taker.

Over the past couple of years, the updating of the Constitution has been reviewed firstly by Alex Loughran

and continued by Kat De-Ville. The review was in line with the *'updating rule'* in the previous document. The Trustees approved the updated constitution but at last year's AGM there were points to be clarified, so the updated constitution was not approved. I promised more information on this new document and a meeting to inform village members, so it can be approved at the 2024 AGM.

We had another very successful 'Common have a go' and Winter Market. We also started a new fairly successful fundraising event in the form of Indoor Car Boot Sales.

In early Autumn, whilst having the heating in the Gloucester Hall checked it was deemed to be unsafe and was condemned. This caused a big problem until early in March. Vanessa and Clint worked tirelessly to provide temporary heating while fixing permanent electric heating. The problem caused cancellation of bookings and reduced fees for other bookings etc. My thanks to Vanessa and Clint who worked so hard to rectify our problem above their normal work.

At this time, we started reconsidering the possibility of installing solar panels on our roof. When installed this will produce enough electricity to support the heating and lighting in the building and also to potentially sell on to others. In order to have this fitted we require grants, and we are at present applying for this cash, but also holding extra funds in case we do not obtain full funding.

We also agreed to change the lighting to LED lighting in 2024 as this will reduce the amount of electricity used.

Our bookings have remained consistent throughout the year, with a few new bookings. Our Wednesday night talks have been very popular.

The annual Senior Citizens party was held in January. This event has been partly financed by Keith Dixon, over a period of some years. He has now informed us that he is unable to finance this event in the future, so I would like to thank him for his support during this time.

Plans were being made to update the Daphne Bran Memorial Garden. Donations given to Paul Nicholson for his work around the village and the Memorial Garden, over a number of years, by the Parish Council, which he thankfully gave to the Community Centre will be used to finance this project. Unfortunately, this will not provide funds to work on the much-needed replacement of the window frames.

In closing this report, I would like to thank all our Centre staff and the Association Trustees for their continued support and labours of which without them the Community Centre would not thrive.

Brian O'Neill  
Chairman, Colden Common Community Association

**2023-2024****Financial report**

The Community Centre continues to be self-financing on a day-to-day basis, with no grant funding received during the 2023/2024 financial year.

Income from room hire and fund-raising from successful annual events such as Common Have A Go and the Winter Market help to maintain the current financial position of the Community Association accounts.

The last financial year has seen continued increases in the cost of utilities, including the water rates.

The largest item of expenditure (unplanned) during the financial year was having to replace the heating system in the Gloucester Hall, when the original fan heating system was condemned. The replacement cost was funded from our own reserves.

Hiring rates remained at the same level from previous years, up to 31<sup>st</sup> March 2024.

## **Independent Examiner's Report to the Trustees of the Colden Common Community Association.**

I report to the Trustees on my examination of the accounts of the Charity for the year ended 31 March 2024, which are set out on pages 7 to 13.

### **Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the 2011 Act). You consider that an audit is not required under section 144 of the 2011 Act and I have satisfied myself that one is not required.

I report in respect of my examination of the Charity'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 in connection with my 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 my examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.



David Fields FCMA

Fellow member of the Chartered Institute of Management Accountants.

14<sup>th</sup> January, 2025

Daybooks Limited  
44 Pennington Close  
Colden Common  
Winchester  
SO21 1UR

## Receipts and Payments Account

Charity Name: **COLDEN COMMON COMMUNITY ASSOCIATION**

Charity No.: **292438**

*All values rounded to nearest £*

For period 1 April 2023 - 31 March 2024

### Section A Receipts and Payments Account

	Restricted funds	Unrestricted funds	Total funds	Last Year
<b>A1 Receipts</b>	£	£	£	£
Grants	4,290	0	4,290	3,100
Lettings	0	72,436	72,436	79,641
Contributions (Elec, Phone & Insurance)	0	479	479	1,099
Donations	600	22	622	890
Rent Income	0	3,248	3,248	420
Events	0	3,380	3,380	3,713
History Books	0	0	0	35
Catering & Café	0	120	120	40
Office Services	0	132	132	71
Bank Interest	0	1,299	1,299	392
Paid Advertising	0	62	62	63
Other Income	0	1,201	1,201	906
<b>Total</b>	<b>4,890</b>	<b>82,379</b>	<b>87,269</b>	<b>90,370</b>
<b>Total receipts</b>	<b>4,890</b>	<b>82,379</b>	<b>87,269</b>	<b>90,370</b>
<b>A3 Payments</b>	£	£	£	£
Staff Salaries & Wages	0	45,573	45,573	40,630
Building Management	0	0	0	7,692
Maintenance & Repairs	0	8,093	8,093	4,937
Utilities	0	10,580	10,580	14,668
Newsletter Publication	4,290	0	4,290	2,323
Insurance	0	3,288	3,288	2,969
Fire & Security	0	2,105	2,105	1,147
Cleaning & Refuse	0	3,451	3,451	3,104
Telephone & Broadband	0	1,632	1,632	1,230
Office & Administrative	0	3,847	3,847	916
Legal & Professional	0	851	851	813
Miscellaneous Expenses	0	1,269	1,269	313
Bank Charges	0	60	60	724
Event expenses	0	639	639	1,221
Catering	0	25	25	61
Booking Refunds	0	2,091	2,091	3,145
<b>Total</b>	<b>4,290</b>	<b>83,504</b>	<b>87,794</b>	<b>85,893</b>
<b>Asset purchases</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total payments</b>	<b>4,290</b>	<b>83,504</b>	<b>87,794</b>	<b>85,893</b>

Receipts and Payments Account - continued	Restricted funds £	Unrestricted funds £	Total funds £	Last Year £
Net receipts over payments	600	(1,125)	(525)	4,477
Transfer between funds	0	0	0	0
<b>Net movement in funds</b>	<b>600</b>	<b>(1,125)</b>	<b>(525)</b>	<b>4,477</b>
Cash balances brought forward	3,066	66,097	69,163	64,686
<b>Cash funds carried forward</b>	<b>3,666</b>	<b>64,972</b>	<b>68,638</b>	<b>69,163</b>

**Section B Statement of Assets and Liabilities as at end of the period.**

	Restricted £	Unrestricted £	Total funds £	Last Year £
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<b>CASH FUNDS</b>	£	£	£	£
Current	22	28,895	28,917	13,528
Deposit	0	10,781	10,781	25,000
CAF Gold	0	25,224	25,224	27,631
Current (Club 55)	3,644	0	3,644	2,976
Petty Cash	0	72	72	28
	3,666	64,972	68,638	69,163

<b>OTHER ASSETS</b>	£	£	£	£
Other monetary assets				
Debtors - Lettings income due	0	2,738	2,738	3,839
Assets retained for Charity's own use	0	4,379	4,379	4,379
	0	7,117	7,117	8,218

<b>LIABILITIES</b>	£	£	£	£
Trade Creditors	0	18,598	18,598	2,798
HMRC PAYE	0	0	0	0
	0	18,598	18,598	2,798

# Notes to the accounts for year ended 31 March 2024

## 1. Accounting Policies

### a) Basis of Accounting

The Charity's gross income in the financial year does not exceed £250,000 and the Charity Trustees have therefore elected to prepare –

- a) a receipts and payments account, and
- b) a statement of assets and liabilities

in accordance with Section 133 of The Charities Act 2011.

The principal policies of the Charity are set out as follows.

### b) Financial Statements

These financial statements are compliant with recommendations provided by the Charity Commission.

### c) Statement of the Charity Reserves policy.

To fund approximately three months core staffing and operational costs (approximately £5,000 pm) and provide sufficient financial flexibility during periods of economic austerity.

### d) Funds Structure Policy

Restricted funds are subject to restrictions on their expenditure by the donor. Unrestricted funds are available for use at the discretion of the Committee in furtherance of the general objectives of the Charity. Designated funds are general funds that have been earmarked for a particular purpose.

### e) Other Policies

#### Pension

The Charity operates a pension scheme for core staff. The workplace pension provider is NEST.

## 2. Receipts

RECEIPTS	This year	Last year
Grants	£	£
Colden Common Parish Council - newsletter	4,290	3,100
Winchester CC Local Restrictions Support	0	0
Government - Furlough	0	0
National Lottery (Restricted)	0	0
Colden Common Parish Council (Restricted)	0	0
Colden Common Parish Hall Trust (Restricted)	0	0
<b>Totals</b>	<b>4,290</b>	<b>3,100</b>

<b>RECEIPTS - continued</b>		
	<b>This year</b>	<b>Last year</b>
<b>Donations</b>	<b>£</b>	<b>£</b>
Paul Nicholson (litter picking donation)	600	600
Others	22	290
<b>Totals</b>	<b>622</b>	<b>890</b>

<b>Lettings</b>	<b>£</b>	<b>£</b>
Whole Centre hire	0	0
Bert Stratton Lounge	14,002	12,636
Gloucester Hall	24,743	31,612
Patrick Moore Room	29,885	31,113
Jenny Gray Room	1,168	841
Kitchen and stage	567	559
Other	2,071	2,880
<b>Totals</b>	<b>72,436</b>	<b>79,641</b>

<b>Catering</b>	<b>£</b>	<b>£</b>
Catering & Café	120	40
<b>Totals</b>	<b>120</b>	<b>40</b>

<b>Events</b>	<b>£</b>	<b>£</b>
Markets	2,028	2,015
Common have a go	1,352	1,698
<b>Totals</b>	<b>3,380</b>	<b>3,713</b>

<b>Other income</b>	<b>£</b>	<b>£</b>
Contributions (Elec, Phone & Insurance)	479	1,099
Other income	556	0
History Books	0	35
Office services	132	71
Parish office rent	3,248	420
Sundry (basketball ring, pool table)	0	500
Bank interest	1,299	392
Paid advertising	62	63
Sale of books DVDs etc.	645	406
<b>Totals</b>	<b>6,421</b>	<b>2,986</b>

<b>Total receipts</b>	<b>87,269</b>	<b>90,370</b>
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### 3. Payments

<b>PAYMENTS (Analysis of larger payments only)</b>		
	<b>This year</b>	<b>Last year</b>
<b>Events</b>	<b>£</b>	<b>£</b>
Winter fayre	163	233
Common Have A Go	257	0
Refunds	60	703
Other	159	285
<b>Totals</b>	<b>639</b>	<b>1,221</b>

<b>Maintenance and repairs</b>	<b>£</b>	<b>£</b>
Boiler service	480	580
Reseal	0	2,460
Repainting storage unit	2,771	0
Tree Clearance	1,068	0
Portable heaters for Gloucester Hall	672	0
Other	3,102	1,897
<b>Totals</b>	<b>8,093</b>	<b>4,937</b>

<b>Fire and security</b>	<b>£</b>	<b>£</b>
BP Protect	2,005	701
	0	363
Other	100	83
<b>Totals</b>	<b>2,105</b>	<b>1,147</b>

<b>Catering</b>	<b>£</b>	<b>£</b>
Catering	25	61
<b>Totals</b>	<b>25</b>	<b>61</b>

<b>Utilities</b>	<b>£</b>	<b>£</b>
Water rates	936	1,194
Gas	5,123	5,408
Electricity	4,521	8,066
<b>Totals</b>	<b>10,580</b>	<b>14,668</b>

<b>Cleaning and refuse</b>	<b>£</b>	<b>£</b>
Waste collection	1,764	1,593
Cleaning services	1,687	1,511
<b>Totals</b>	<b>3,451</b>	<b>3,104</b>

<b>Others</b>	<b>£</b>	<b>£</b>
Assets purchased	0	0
All other items not separately analysed	62,901	60,755
<b>Totals</b>	<b>62,901</b>	<b>60,755</b>

<b>Total payments</b>	<b>87,794</b>	<b>85,893</b>
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#### 4. Staff costs and Trustee remuneration

None of the members of the Committee received any remuneration or expenses during the year. No employees had emoluments in excess of £60,000. No expenses were claimed.

#### 5. Value Added Tax

The Charity is not registered for VAT.

#### 6. Taxation

The Charity is a registered charity and as such is exempt from tax on its income under Section 505 of the Income and Corporation Taxes Act 1988, as long as its income is applicable and applied for charitable purposes only. During the year all of the income was applicable and applied towards charitable purposes.

#### 7. Assets

<b>Assets retained for Charity's own use</b>	<b>Purchased</b>	<b>This year</b>	<b>Last year</b>
		<b>£</b>	<b>£</b>
Gazebo	2014/15	481	481
Table Tennis Table	2014/15	249	249
Gloucester Hall speakers & amplifiers	2014/15	492	492
Gloucester Hall furniture	2014/15	2,352	2,352
Portable Stereo PA System	2018/19	250	250
65" TV screen and mounting	2021/22	555	555
<b>Asset totals</b>		<b>4,379</b>	<b>4,379</b>


#### 8. Liabilities

<b>Liabilities</b>	<b>This year</b>	<b>Last year</b>
	<b>£</b>	<b>£</b>
Creditors	18,598	2,798
<b>Total liabilities</b>	<b>18,598</b>	<b>2,798</b>

## 9. Analysis of movement in charity funds

Movement of the cash funds between restricted and unrestricted funds including transfers between funds. This may identify funds that Trustees have decided to designate from general reserves for specific purposes.

Analysis of Movement in Funds	B/Fwd £	Income £	Expend £	Transfer £	C/Fwd £
<b>Restricted</b>					
Paul Nicholson fund	3,066	600			3,666
Newsletter printing		4,290	(4,290)		0
<b>Total Restricted</b>	<b>3,066</b>	<b>4,890</b>	<b>(4,290)</b>	<b>0</b>	<b>3,666</b>
<b>Unrestricted funds</b>					
General funds	66,097	82,379	(83,504)	0	64,972
<b>Total Unrestricted</b>	<b>66,097</b>	<b>82,379</b>	<b>(83,504)</b>	<b>0</b>	<b>64,972</b>
<b>Total Funds</b>	<b>69,163</b>	<b>87,269</b>	<b>(87,794)</b>	<b>0</b>	<b>68,638</b>

<b>Section G Declaration</b>			
The Trustees have approved the Trustees' report above. Signed on behalf of the Charity's Trustees.			
<b>Signature</b>	<b>Full name</b>	<b>Position</b>	<b>Date</b>
	Brian O'Neill	Chairman	30/11/2024

**THE COLDEN COMMON COMMUNITY ASSOCIATION**

England & Wales - Charity number 292438

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# Accounts

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## Trustees' Annual Report for the period

1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023

### Section A

### Reference and administration details

<b>Charity name</b>	<b>COLDEN COMMON COMMUNITY ASSOCIATION</b>
<b>Registered charity number</b>	<b>292438</b>
<b>Charity's principal address</b>	Colden Common Community Centre St. Vigor Way Colden Common, Winchester SO21 1UU

#### Names of the Charity Trustees who manage the Charity.

	<b>Trustee name</b>	<b>Office</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee</b>
1	Richard Saunders	Chair	Resigned 11/01/2023	See section B
2		Treasurer		
3	Kathleen Quin	Secretary		
4	Alex de Ville			
5	Adrian Kelly			
6	Andy Lai			
7	Brian O'Neill	Temporary Chair	March 2023	
8	Leo Woolf		Co-opted 19/10/2022	
9				
10				
11				
12				

<b>Names of the trustees for the charity, if any (eg any custodian trustees)</b>	
<b>Deeds held by Official Custodian for Charities</b>	
<b>Names and addresses of advisers (Optional information)</b>	<b>NONE</b>
<b>Name of chief executive or senior staff members</b>	<b>NONE</b>

## Section B

## Structure, governance and management

### Description of the charity's trusts.

#### **Type of governing document**

The Colden Common Community Association was registered as a charity on 23<sup>rd</sup> August 1985. It is now governed by its Constitution adopted on 11<sup>th</sup> July 2012.

#### **How the charity is constituted**

Unincorporated association.

#### **Trustee selection methods**

The Trustees Committee consists of not less than three and up to twelve individuals elected at the Annual General Meeting. Officers are elected by the Committee at the first meeting after the AGM.

#### **Additional governance issues (Optional information)**                      None

#### **Policies and procedures adopted for the induction and training of trustees.**

The Charity provides an information pack, drawing information from the various Charity Commission publications. It is distributed to all Trustees along with the Charity's governing document and the latest financial statements.

#### **Relationship with any related parties.**

The Charity has a relationship with the Colden Common Parish Council which leases the Community Centre building to the Charity.

#### **Risks and risk management.**

The Committee has considered risks to which the Charity is exposed. Systems have been established to mitigate those risks. External risks to funding have led to the development of a strategic plan which allows for the diversification of funding and activities. Internal risks are minimized by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the Charity. The Charity Commission "Internal Financial Control Checklist" forms the basis for these procedures. These procedures are periodically reviewed to ensure that they still meet the needs of the Charity.

Mandatory checks are carried out at prescribed intervals.

## Section C

## Objectives and activities

### Objects of the charity as set out in its governing document.

To promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, nationality, age, disability, race or of political, religious or other opinions by associating together the said inhabitants and the statutory 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;

To secure the establishment of a Community Centre (hereinafter called "the Centre") and to maintain and manage the same (whether alone or in cooperation with any statutory authority or other person or body) in furtherance of the above objects.

To promote such other charitable purposes as may from time to time be determined.

The Association shall be non-party in politics and non-sectarian in religion. The area of benefit shall be all those areas within the Parish of Colden Common.

### **Summary of the main activities undertaken for the public benefit.**

During the year, the Association has provided facilities at the Community Centre for educational and leisure activities for the inhabitants, voluntary groups and associations in its area and provided facilities for exhibitions of interest and educational value to the local area and its inhabitants. It continues to encourage the use of its facilities by the local inhabitants, voluntary groups and associations in the furtherance of its objectives.

The use of our new Jenny Gray room has increased, as this facility has become more widely known and continues to be offered as a free place for organisations such as the police, Neighbourhood Watch, Citizens Advice to communicate either privately or at meetings with inhabitants, and was widely offered as a warm place for individuals during the fuel crisis last winter.

The Community Association has been in discussions with representatives from the Methodist Church, to start a food pantry for those in need in the village, to be called Colden Common Community Pantry. This will be an ongoing project to help provide food, hygiene and cleaning items. The Community Centre will also be a drop off point for donations.

**Additional details of objectives and activities (Optional information)**      None

### **Contribution made by volunteers.**

Members of the community are encouraged to be involved in voluntary activities and share their skills with others. All Trustees give their time freely, and no payment or expenses are claimed.

<b>Section D</b>	<b>Achievements and performance</b>
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### **Summary of the main achievements of the charity during the year.**

#### **Chairman's report.**

Our main concern, (like many of the village residents) as we approached the later part of last year was the rapid increases of our utilities bills for the centre, and the impact this might have on the use of the Community Centre. Although we saw a rapid increase, we have been able to maintain our services without having to increase our charges.

In January our Chairman Richard Saunders stood down, and left the Trustee team. We were all sorry to see him go, and we are very grateful for his contribution of some six years, in which he guided the Association through a troublesome time, and pushed through some much-needed work in the Community Centre.

After an emergency meeting of the Trustees, I was asked to take over as acting chair until the AGM.

We held a successful Winter Market last November, which was well-attended. We have also had Common Have a Go 2023. Both events were very popular, were enjoyed by all, and helped raise much-needed money for local charities and organizations as well as the Community Association.

Richard Saunders informed us that he wanted to stand down from editing the Village Newsletter. After obtaining a couple of offers of help we have since been able to secure the services of Mary Sands, who will carry on with the high standard of editing we received from Richard. Our thanks to them both as the loss of this publication will be a big blow to many of our readers.

Many thanks to all those who do contribute features, paintings and articles for the Newsletter, and the volunteers who deliver them around the village.

In May, we were privileged to provide accommodation for a visit by the Mayor of Winchester, Councillor Clear, who presented a large number of 'Thank You' certificates to many of the village volunteers as part of King Charles coronation celebrations.

The amount of people who attend and enjoy our free monthly Talks has steadily increased, and there is a list of future speakers.

Future events include a Coffee Morning for the Macmillan Cancer charity. We are also looking at trying to find some adults to run a Youth Group, at first for year 7 and 8 children.

I would like to finish by again thanking various people. Firstly, the key holders who unfailingly open and lock up the Centre every day, deserve a huge vote of thanks. They provide a valuable service while keeping the Centre safe and secure and are much appreciated.

Secondly, the volunteers who turn up and help either regularly, or for one-off events - many thanks. You do a marvellous job; please keep it up!

Thirdly, thanks are due to our hirers, without whom we would be a lot worse off financially! Please remember that you are very important to us, and that we are always available should you need to discuss anything pertaining to your hire.

Fourthly, my fellow trustees, especially our Secretary Kat, who deserve thanks for all their hard work over the last 12 months.

Finally, our trusty staff, Vanessa, Emma, and Clint all deserve thanks for their contributions and hard work over the last year, often over and above the call of duty.

In closing, congratulations go to our trustees Kat and Alex Deville on the birth of their son Hudson.

Brian O'Neill  
Acting Chairman Colden Common Community Association.

**2022-2023****Financial report**

The Community Centre continues to be self-financing, with no grant funding received during the 2022/2023 financial year.

Income from bookings and fund-raising from successful annual events such as Common Have A Go and the Winter Market help to maintain the current financial stability of the Community Association accounts.

The last financial year saw the costs of utilities increase significantly, particularly gas and electricity.

Items of larger expenditure throughout the year included: -

- Electrical work – fixed wire testing, new distribution board, remedial electrical work
- Re-sealing the Patrick Moore floor
- Moving and replacing the fire controls panel
- New water softener unit

Continued prudent use and careful management of funds has enabled the Association to weather the first winter of increased costs, and continue to maintain the community centre to a high standard. Future planning for renewals and repairs continues, while monitoring the finances closely.

Currently it has remained possible to hold the hiring rates at the same level since 2020, even with the increased expenditure during the financial year.

## **Independent Examiner's Report to the Trustees of the Colden Common Community Association.**

I report to the Trustees on my examination of the accounts of the Charity for the year ended 31 March 2023, which are set out on pages 7 to 13.

### **Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity'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 in connection with my 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 my examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.



David Fields ACMA

Associate member of the Chartered Institute of Management Accountants.

21<sup>st</sup> September, 2023

Pi Daybooks Limited  
44 Pennington Close  
Colden Common  
Winchester  
SO21 1UR

## Receipts and Payments Account

Charity Name: **COLDEN COMMON COMMUNITY ASSOCIATION**

Charity No.: **292438**

*All values rounded to nearest £*

For  
period

1 April 2022 - 31 March 2023

### Section A Receipts and Payments Account

	Restricted funds	Unrestricted funds	Total funds	Last Year
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<b>A1 Receipts</b>	£	£	£	£
Grants	3,100	0	3,100	47,365
Lettings	0	79,641	79,641	66,705
Contributions (Elec, Phone & Insurance)	0	1,099	1,099	824
Donations	600	290	890	600
Rent Income	0	420	420	420
Refund of water rates	0	0	0	1,034
Events	0	3,713	3,713	1,518
History Books	0	35	35	45
Catering & Café	0	40	40	9
Office Services	0	71	71	63
Bank Interest	0	392	392	9
Paid Advertising	0	63	63	60
Other Income	0	906	906	276
<b>Total</b>	<b>3,700</b>	<b>86,670</b>	<b>90,370</b>	<b>118,928</b>
<b>Investment sales</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total receipts</b>	<b>3,700</b>	<b>86,670</b>	<b>90,370</b>	<b>118,928</b>

<b>A3 Payments</b>	£	£	£	£
Staff Salaries & Wages	0	40,630	40,630	37,819
Building Management	0	7,692	7,692	37,921
Maintenance & Repairs	0	4,937	4,937	3,510
Utilities	0	14,668	14,668	6,059
Newsletter Publication	2,323	0	2,323	3,744
Insurance	0	2,969	2,969	2,605
Fire & Security	0	1,147	1,147	1,898
Cleaning & Refuse	0	3,104	3,104	2,742
Telephone & Broadband	0	1,230	1,230	1,196
Office & Administrative	0	916	916	1,158
Legal & Professional	0	813	813	357
Miscellaneous Expenses	0	313	313	154
Bank Charges	0	724	724	96
Event expenses	0	1,221	1,221	411
Catering	0	61	61	0
Booking Refunds	0	3,145	3,145	1,324
<b>Total</b>	<b>2,323</b>	<b>83,570</b>	<b>85,893</b>	<b>100,994</b>

<b>Asset_purchases</b>	0	0	0	555
<b>Total payments</b>	<b>2,323</b>	<b>83,570</b>	<b>85,893</b>	<b>101,549</b>

Receipts and Payments Account - continued	Restricted funds £	Unrestricted funds £	Total funds £	Last Year £
Net receipts over payments	1,377	3,100	4,477	17,379
Transfer between funds	(777)	777	0	0
<b>Net movement in funds</b>	<b>600</b>	<b>3,877</b>	<b>4,477</b>	<b>17,379</b>
Cash balances brought forward	2,466	62,220	64,686	47,306
<b>Cash funds carried forward</b>	<b>3,066</b>	<b>66,097</b>	<b>69,163</b>	<b>64,685</b>

**Section B Statement of Assets and Liabilities as at end of the period.**

	Restricted £	Unrestricted £	Total funds £	Last Year £
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<b>CASH FUNDS</b>	£	£	£	£
Current	90	13,438	13,528	5,539
Deposit	0	25,000	25,000	56,327
Restricted Fund	0	27,631	27,631	1
PN Fund	2,976	0	2,976	2,766
Petty Cash	0	28	28	52
	<b>3,066</b>	<b>66,097</b>	<b>69,163</b>	<b>64,685</b>

<b>OTHER ASSETS</b>	£	£	£	£
Other monetary assets				
Debtors - Lettings income due	0	3,839	3,839	2,307
Assets retained for Charity's own use	0	0	0	4,379
	<b>0</b>	<b>3,839</b>	<b>3,839</b>	<b>6,686</b>

<b>LIABILITIES</b>	£	£	£	£
Trade Creditors	0	2,798	2,798	50
HMRC PAYE	0	0	0	0
	<b>0</b>	<b>2,798</b>	<b>2,798</b>	<b>50</b>

# Notes to the accounts for year ended 31 March 2023

## 1. Accounting Policies

### a) Basis of Accounting

The Charity's gross income in the financial year does not exceed £250,000 and the Charity Trustees have therefore elected to prepare –

- a) a receipts and payments account, and
- b) a statement of assets and liabilities

in accordance with Section 133 of The Charities Act 2011.

The principal policies of the Charity are set out as follows.

### b) Financial Statements

These financial statements are compliant with recommendations provided by the Charity Commission.

### c) Statement of the Charity Reserves policy.

To fund approximately three months core staffing and operational costs (approximately £5,000 pm) and provide sufficient financial flexibility during periods of economic austerity.

### d) Funds Structure Policy

Restricted funds are subject to restrictions on their expenditure by the donor. Unrestricted funds are available for use at the discretion of the Committee in furtherance of the general objectives of the Charity. Designated funds are general funds that have been earmarked for a particular purpose.

### e) Other Policies

#### Pension

The Charity operates a pension scheme for core staff. The workplace pension provider is NEST.

## 2. Receipts

RECEIPTS		
	This year	Last year
Grants	£	£
Colden Common Parish Council - newsletter	3,100	2,967
Winchester CC Local Restrictions Support	0	10,199
Government - Furlough	0	7,199
National Lottery (Restricted)	0	10,000
Colden Common Parish Council (Restricted)	0	7,000
Colden Common Parish Hall Trust (Restricted)	0	10,000
<b>Totals</b>	<b>3,100</b>	<b>47,365</b>

<b>RECEIPTS - continued</b>		
	<b>This year</b>	<b>Last year</b>
<b>Donations</b>	<b>£</b>	<b>£</b>
Paul Nicholson (litter picking donation)	600	600
Others	290	0
<b>Totals</b>	<b>890</b>	<b>600</b>

<b>Lettings</b>	<b>£</b>	<b>£</b>
Whole Centre hire	0	0
Bert Stratton Lounge	12,636	11,334
Gloucester Hall	31,612	23,440
Patrick Moore Room	31,113	31,016
Jenny Gray Room	841	535
Kitchen & stage	559	380
Other	2,880	0
<b>Totals</b>	<b>79,641</b>	<b>66,705</b>

<b>Catering</b>	<b>£</b>	<b>£</b>
Catering & café	40	9
<b>Totals</b>	<b>40</b>	<b>9</b>

<b>Events</b>	<b>£</b>	<b>£</b>
Markets	2,015	1,518
Common have a go	1,698	0
<b>Totals</b>	<b>3,713</b>	<b>1,518</b>

<b>Other income</b>	<b>£</b>	<b>£</b>
Contributions (Elec, Phone & Insurance)	1,099	824
Refund of water rates	0	1,034
History Books	35	45
Office services	71	63
Parish office rent	420	420
Other	500	36
Bank interest	392	9
Paid advertising	63	60
Sale of books, DVDs, Equipment hire, etc.	406	240
<b>Totals</b>	<b>2,986</b>	<b>2,731</b>

<b>Total receipts</b>	<b>90,370</b>	<b>118,928</b>
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### 3. Payments

<b>PAYMENTS (Analysis of larger payments only)</b>		
	<b>This year</b>	<b>Last year</b>
<b>Events</b>	<b>£</b>	<b>£</b>
Winter fayre	233	189
St George	0	172
Common Have A Go	703	50
Other	285	0
<b>Totals</b>	<b>1,221</b>	<b>411</b>

<b>Maintenance and repairs</b>	<b>£</b>	<b>£</b>
Boiler service	580	628
Re-seal Patrick Moore floor	2,460	0
Carpet fitting	0	0
Other	1,897	2,882
<b>Totals</b>	<b>4,937</b>	<b>3,510</b>

<b>Fire and security</b>	<b>£</b>	<b>£</b>
Andover Fire and Security	701	1,816
BP Protect	363	0
PAT Testing	83	83
<b>Totals</b>	<b>1,147</b>	<b>1,899</b>

<b>Catering</b>	<b>£</b>	<b>£</b>
Catering	61	0
<b>Totals</b>	<b>61</b>	<b>0</b>

<b>Utilities</b>	<b>£</b>	<b>£</b>
Water rates	1,194	959
Gas	5,408	2,346
Electricity	8,066	2,754
<b>Totals</b>	<b>14,668</b>	<b>6,059</b>

<b>Cleaning and refuse</b>	<b>£</b>	<b>£</b>
Waste collection	1,593	1,391
Cleaning services	1,511	1,351
<b>Totals</b>	<b>3,104</b>	<b>2,742</b>

<b>Others</b>	<b>£</b>	<b>£</b>
Assets purchased	0	555
All other items not separately analysed	63,859	89,115
<b>Totals</b>	<b>63,859</b>	<b>89,670</b>

<b>Total payments</b>	<b>85,893</b>	<b>101,549</b>
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#### 4. Staff costs and Trustee remuneration

None of the members of the Committee received any remuneration or expenses during the year. No employees had emoluments in excess of £60,000. No expenses were claimed.

#### 5. Value Added Tax

The Charity is not registered for VAT.

#### 6. Taxation

The Charity is a registered charity and as such is exempt from tax on its income under Section 505 of the Income and Corporation Taxes Act 1988, as long as its income is applicable and applied for charitable purposes only. During the year all of the income was applicable and applied towards charitable purposes.

#### 7. Assets

Assets retained for Charity's own use	Purchased	This year £	Last year £
Gazebo	2014/15	481	481
Table Tennis Table	2014/15	249	249
Gloucester Hall speakers & amplifiers	2014/15	492	492
Gloucester Hall furniture	2014/15	2,352	2,352
Portable Stereo PA System	2018/19	250	250
65" TV screen and mounting	2021/22	555	555
<b>Asset totals</b>		<b>4,379</b>	<b>4,379</b>


#### 8. Liabilities

Liabilities	This year £	Last year £
Creditors	2,798	50
<b>Total liabilities</b>	<b>2,798</b>	<b>50</b>

## 9. Analysis of movement in charity funds

Movement of the cash funds between restricted and unrestricted funds including transfers between funds. This may identify funds that Trustees have decided to designate from general reserves for specific purposes.

Analysis of Movement in Funds	B/Fwd £	Income £	Expend £	Transfer £	C/Fwd £
<b>Restricted</b>					
Paul Nicholson fund	2,466	600			3,066
Newsletter printing	0	3,100	(2,323)	(777)	0
<b>Total Restricted</b>	<b>2,466</b>	<b>3,700</b>	<b>(2,323)</b>	<b>(777)</b>	<b>3,066</b>
<b>Unrestricted funds</b>					
Designated					0
Subtotal designated	0	0	0	0	0
General funds	62,220	87,326	(84,226)	777	66,097
<b>Total Unrestricted</b>	<b>62,220</b>	<b>87,326</b>	<b>(84,226)</b>	<b>777</b>	<b>66,097</b>
<b>Total Funds</b>	<b>64,686</b>	<b>91,026</b>	<b>(86,549)</b>	<b>0</b>	<b>69,163</b>

Section G		Declaration	
The Trustees have approved the Trustees' report above. Signed on behalf of the Charity's Trustees.			
Signature	Full name	Position	Date
	BRIAN O'NEILL,	Chairman	19/12/2023

**THE COLDEN COMMON COMMUNITY ASSOCIATION**

England & Wales - Charity number 292438

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# Accounts

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# Trustees' Annual Report for the period

1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022

## Section A

## Reference and administration details

<b>Charity name</b>	<b>COLDEN COMMON COMMUNITY ASSOCIATION</b>
<b>Registered charity number</b>	<b>292438</b>
<b>Charity's principal address</b>	Colden Common Community Centre St. Vigor Way Colden Common, Winchester SO21 1UU

### Names of the Charity Trustees who manage the Charity.

	<b>Trustee name</b>	<b>Office</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee</b>
1	Richard Saunders	Chair		See section B
2	Alex Loughran	Treasurer		
3	Kathleen Quin	Secretary		
4	Alex de Ville			
5	Adrian Kelly			
6	Andy Lai			
7	Brian O'Neill			
8				
9				
10				
11				
12				

**Names of the trustees for the charity, if any (eg any custodian trustees)**

**Deeds held by Official Custodian for Charities**

**Names and addresses of advisers (Optional information)**

**Name of chief executive or senior staff members**

**NONE**

**NONE**

## Section B

## Structure, governance and management

### Description of the charity's trusts.

#### **Type of governing document**

The Colden Common Community Association was registered as a charity on 23<sup>rd</sup> August 1985. It is now governed by its Constitution adopted on 11<sup>th</sup> July 2012.

#### **How the charity is constituted**

Unincorporated association.

#### **Trustee selection methods**

The Trustees Committee consists of not less than three and up to twelve individuals elected at the Annual General Meeting. Officers are elected by the Committee at the first meeting after the AGM.

#### **Additional governance issues (Optional information)**                      None

#### **Policies and procedures adopted for the induction and training of trustees.**

The Charity provides an information pack, drawing information from the various Charity Commission publications. It is distributed to all Trustees along with the Charity's governing document and the latest financial statements.

#### **Relationship with any related parties.**

The Charity has a relationship with the Colden Common Parish Council which leases the Community Centre building to the Charity.

#### **Risks and risk management.**

The Committee has considered risks to which the Charity is exposed. Systems have been established to mitigate those risks. External risks to funding have led to the development of a strategic plan which allows for the diversification of funding and activities. Internal risks are minimized by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the Charity. The Charity Commission "Internal Financial Control Checklist" forms the basis for these procedures. These procedures are periodically reviewed to ensure that they still meet the needs of the Charity.

Mandatory checks are carried out at prescribed intervals.

## Section C

## Objectives and activities

### Objects of the charity as set out in its governing document.

To promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, nationality, age, disability, race or of political, religious or other opinions by associating together the said inhabitants and the statutory 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;

To secure the establishment of a Community Centre (hereinafter called "the Centre") and to maintain and manage the same (whether alone or in cooperation with any statutory authority or other person or body) in furtherance of the above objects.

To promote such other charitable purposes as may from time to time be determined.

The Association shall be non-party in politics and non-sectarian in religion. The area of benefit shall be all those areas within the Parish of Colden Common.

### **Summary of the main activities undertaken for the public benefit.**

During the year, the Association has provided facilities at the Community Centre for educational and leisure activities for the inhabitants, voluntary groups and associations in its area and provided facilities for exhibitions of interest and educational value to the local area and its inhabitants. It continues to encourage the use of its facilities by the local inhabitants, voluntary groups and associations in the furtherance of its objectives.

The conversion of the changing room facilities has enabled the Association, having regard to the guidance issued by the Charity Commission, to offer, free of charge, the space to organisations such as the police, Neighbourhood Watch, Citizens Advice to communicate either privately or at meetings with inhabitants.

**Additional details of objectives and activities (Optional information)**      None

### **Contribution made by volunteers.**

Members of the community are encouraged to be involved in voluntary activities and share their skills with others. All Trustees give their time freely, and no payment or expenses are claimed.

<b>Section D</b>	<b>Achievements and performance</b>
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### **Summary of the main achievements of the charity during the year.**

#### **Chairman's report.**

Thankfully, Covid hasn't been as much of a disruption this year as compared to last. The Centre has remained open all year. People observe the precautions to a greater or lesser extent, but I have never seen anyone approaching overtly dangerous practices. Bookings had initially been affected, some groups more than others, but we are lucky that replacement hirers have filled the gaps.

Following the redecoration that Clint carried out in 2020, we are pleased that this work has continued. The conversion of the old changing/shower rooms was completed, and we now have a new meeting

room, The Jenny Gray Room. We were very fortunate that the eponymous stalwart was able to open it formally, before her greatly lamented demise. Jenny was the sort of person you hear about, but rarely meet. I am still discovering jobs that haven't been done, because she did them in the background, unlauded and unpublicised. The construction work of the conversion was carried out very well by a contractor, aided by Clint, and the work has been of a high standard. To keep costs down, trustees and Clint did the decorating themselves, which was mainly completed in early June last year. A small group also redecorated all three of the toilets off the main foyer. Various further redecoration has been carried out in the Patrick Moore Room as users' wear-and-tear has required. The old gas-powered calorifier was decommissioned, and small electric heaters were provided, which supply hot water on demand. We expect that this will result in considerable cost savings.

We also achieved another long-anticipated goal, that of replacing the two sets of front doors with automatic self-opening ones. This has been much appreciated by those using walking frames, buggies, pushchairs and similar, if user comments are anything to judge by. We were very fortunate to have the vast majority of the cost of the new front doors, and of the Jenny Gray Room, paid for by grants from the Parish Council, the Parish Hall Trust, and the National Lottery Fund. Many thanks again to all of these bodies. Thanks also to our treasurer, Alex Loughran, who was instrumental in researching and applying for these grants.

A further project, paid for by ourselves, was the replacement of the flooring throughout the foyer area, including the loos and the chair store area. The entrance mat, now in the wrong place for the new doors, was also replaced.

The icing on the cake was the visit by the Mayor of Winchester on one Tuesday in March to open the new doors. The Methodist Coffee Morning group extended their usual services to cater for the Mayoral visit, which attracted many more visitors than usual. The display of cakes they provided was amazing, and I still have fond memories of the flapjacks!

One other good thing also proceeded from this visit: a lovely photo of Ann Wallace, with the Mayor, was obtained, shortly before Ann's demise. In the same week that we lost Ann we also lost Ken Ratcliffe and Jean Leverett, who both contributed greatly to the life of the village. All three are greatly missed.

Peter Douglas carried out another aerial survey of the roof of the Community Centre, using his drone. Again, we were reassured by the state of the structure. Thanks again, Peter.

We held a successful Winter Market last November, which was well-attended. We have also had recently Common Have a Go 2022. Both events were very popular, were enjoyed by all, and helped raise much-needed money for the Community Association.

The Village Newsletter continues in its increased size of 40 pages (thank you, Parish Council, for your continued funding of this). Little has changed in its format during the twelve months since my last report. Many thanks to all those who do contribute features, paintings and articles to it. We could not continue without you.

I would like to finish by again thanking various people. Firstly, the key holders who unfailingly open and lock up the Centre every day, deserve a huge vote of thanks. They provide a valuable service while keeping the Centre safe and secure and are much appreciated. Secondly, the volunteers who turn up and help either regularly, or for one-off events - many thanks. While there have been fewer opportunities to help this year, our thanks still go to all those who did so. You do a marvellous job; please keep it up! Thirdly, thanks are due to our hirers, without whom we would be a lot worse off financially! Please remember that you are very important to us, and that we are always available should you need to discuss anything pertaining to your hire. Fourthly, my fellow trustees, especially Alex Loughran, who bear the brunt of the work, deserve thanks for all their hard work over the last 12 months. Finally, our trusty staff, Vanessa, Emma, and Clint all deserve thanks for their contributions and hard work over the last year, often over and above the call of duty.

Richard Saunders Chairman; Colden Common Community Association.

5/7/2022

**Treasurer's report.**

Overall, the Community Association has come out of the Covid period in very good condition. A number of grants enabled us to maintain a strong cash position, while carrying out a number of improvements to the building, and also assisting some hirers who did not qualify for the grants we were fortunate to receive.

A review of our bank accounts was carried out as two accounts with small balances had outlived their usefulness. The balances were swept into current account, and the accounts repurposed. The PN Fund now receives the donations (£1866 as at 31 March 2021) generously given by Paul Nicholson, which were previously recorded on a spreadsheet and received into current account. The other account was renamed the Restricted Fund to identify monies identified for specific purposes. This received the various grants from the National Lottery, Parish Council, (PC) and the Parish Hall Trust, before being paid out.

We are very grateful to a number of bodies for the grants which have been of immense assistance to us. We took advantage of the Job Retention Scheme (Furlough) and Winchester City Council provided a number of business grants. The Parish Hall Trust gave us funds to enable to conversion of the unused shower area into the Jenny Gray Room (JGR). It is poignant that Jenny died shortly after she was able to open the room, and the first use of the television was to relay her funeral.

The National Lottery provided monies, supplemented by the generosity of the Parish Council, to enable installation of the automatic doors. Many positive comments were received about the improved access to the building. The Parish Council also continued to support production of the village newsletter.

Using our own resources, new flooring was laid in the foyer area.

There have also been a couple of less obvious improvements, including a new accounting system, debit cards for staff to facilitate occasional purchases, and a new disabled toilet. New electric water heaters in the three toilets mean that (theoretically) no gas should be used between May and October.

The large television in the JGR was also purchased using Association funds.

Cash use has been greatly reduced, although it cannot be avoided with small sales of photocopying, books, and, of course, events. Staff and trustee training has taken place where appropriate, and is encouraged.

It is hoped that the careful management of funds means that any surplus generated by activities can be used to finance the backlog of improvements and repairs we have identified. These have been graded according to seriousness, and high risk issues resolved. If the current position prevails, it will be our intention to maintain hiring rates for as long as possible (they have not increased for three years) for the benefit of all users.

There have been one or two amendments to the structure of the accounts. The outdoor painting figure has been dropped as we are financing it differently, and often with trustee involvement. Newsletter printing costs have been moved to the Restricted Fund, where they should have been previously.

We have been able to build a really loyal dedicated team which is fiercely proud of their efforts to maintain the Centre on behalf of the village. Our thanks to them. However there has been some minor damage which was not reported at the time. A wall socket near the chair and table cupboards was smashed, the TV screen was scratched within a week of installation, a hook in the Gloucester Hall was ripped from the wall, and overall

cleanliness and tidying could have been better. These all add to costs and time which affects our long term ability to run the building economically and keep rates down

Alex Loughran, Treasurer; Colden Common Community Association

7 July 2022

## **Independent Examiner's Report to the Trustees of the Colden Common Community Association.**

I report to the Trustees on my examination of the accounts of the Charity for the year ended 31 March 2022, which are set out on pages 9 to 15.

### **Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity'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 in connection with my 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 my examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.



David Fields ACMA

Associate member of the Chartered Institute of Management Accountants.

12<sup>th</sup> August, 2022

Pi Daybooks Limited  
44 Pennington Close  
Colden Common  
Winchester  
SO21 1UR

## Receipts and Payments Account

Charity Name: **COLDEN COMMON COMMUNITY ASSOCIATION**

Charity No.: **292438**

*All values rounded to nearest £*

For period 1 April 2021 - 31 March 2022

### Section A Receipts and Payments Account

	Restricted funds	Unrestricted funds	Total funds	Last Year
<b>A1 Receipts</b>	£	£	£	£
Grants	29,967	17,398	47,365	42,996
Lettings	0	66,705	66,705	18,322
Contributions (Elec, Phone & Insurance)	0	824	824	844
Donations	600	0	600	606
Rent Income	0	420	420	420
Refund of water rates	0	1,034	1,034	0
Events	0	1,518	1,518	290
History Books	0	45	45	25
Catering & Café	0	9	9	22
Office Services	0	63	63	0
Bank Interest	0	9	9	18
Paid Advertising	0	60	60	0
Other Income	0	276	276	316
<b>Total</b>	<b>30,567</b>	<b>88,361</b>	<b>118,928</b>	<b>63,859</b>
<b>Investment sales</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total receipts</b>	<b>30,567</b>	<b>88,361</b>	<b>118,928</b>	<b>63,859</b>

	£	£	£	£
<b>A3 Payments</b>				
Staff Salaries & Wages	0	37,819	37,819	42,289
Building Management	27,000	10,921	37,921	0
Maintenance & Repairs	0	3,510	3,510	4,397
Utilities	0	6,059	6,059	6,600
Newsletter Publication	2,967	777	3,744	2,970
Insurance	0	2,605	2,605	2,446
Fire & Security	0	1,898	1,898	1,427
Cleaning & Refuse	0	2,742	2,742	3,407
Telephone & Broadband	0	1,196	1,196	1,114
Office & Administrative	0	1,158	1,158	1,058
Legal & Professional	0	357	357	658
Miscellaneous Expenses	0	154	154	474
Bank Charges	0	96	96	69
Event expenses	0	411	411	25
Catering	0	0	0	4
Booking Refunds	0	1,324	1,324	187
<b>Total</b>	<b>29,967</b>	<b>71,027</b>	<b>100,994</b>	<b>67,125</b>
<b>Asset purchases</b>	<b>0</b>	<b>555</b>	<b>555</b>	<b>0</b>
<b>Total payments</b>	<b>29,967</b>	<b>71,582</b>	<b>101,549</b>	<b>67,125</b>

Receipts and Payments Account - continued	Restricted funds £	Unrestricted funds £	Total funds £	Last Year £
Net receipts over payments	600	16,779	17,379	(3,266)
Transfer between funds	0	0	0	0
<b>Net movement in funds</b>	<b>600</b>	<b>16,779</b>	<b>17,379</b>	<b>(3,266)</b>
Cash balances brought forward	1,866	45,440	47,306	50,572
<b>Cash funds carried forward</b>	<b>2,466</b>	<b>62,219</b>	<b>64,685</b>	<b>47,306</b>

**Section B Statement of Assets and Liabilities as at end of the period.**

	Restricted £	Unrestricted £	Total funds £	Last Year £
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<b>CASH FUNDS</b>	£	£	£	£
Current	0	5,539	5,539	12,752
Deposit	0	56,327	56,327	33,301
CAF Gold	0	1	1	783
Paul Nicholson Fund (formerly Club 55)	2,466	300	2,766	446
Petty Cash	0	52	52	24
	2,466	62,219	64,685	47,306

<b>OTHER ASSETS</b>	£	£	£	£
Other monetary assets				
Debtors - Lettings income due	0	2,307	2,307	1,468
Assets retained for Charity's own use	0	4,379	4,379	3,824
	0	6,686	6,686	5,292

<b>LIABILITIES</b>	£	£	£	£
Creditors	0	50	50	0
	0	50	50	0

## Notes to the accounts for year ended 31 March 2022.

### 1. Accounting Policies

#### a) Basis of Accounting

The Charity's gross income in the financial year does not exceed £250,000 and the Charity Trustees have therefore elected to prepare –

- a) a receipts and payments account, and
- b) a statement of assets and liabilities

in accordance with Section 133 of The Charities Act 2011.

The principal policies of the Charity are set out as follows.

#### b) Financial Statements

These financial statements are compliant with recommendations provided by the Charity Commission.

#### c) Statement of the Charity Reserves policy.

To fund approximately three months core staffing and operational costs (approximately £5,000 pm) and provide sufficient financial flexibility during periods of economic austerity.

#### d) Funds Structure Policy

Restricted funds are subject to restrictions on their expenditure by the donor. Unrestricted funds are available for use at the discretion of the Committee in furtherance of the general objectives of the Charity. Designated funds are general funds that have been earmarked for a particular purpose.

#### e) Other Policies

##### Pension

The Charity operates a pension scheme for core staff. The workplace pension provider is NEST.

### 2. Receipts

RECEIPTS	This year	Last year
Grants	£	£
Colden Common Parish Cnl (Newsletter)	2,967	2,920
Winchester CC Local Restrictions Support	10,199	19,907
Government - Furlough	7,199	20,169
National Lottery (Restricted)	10,000	0
Colden Common Parish Council (Restricted)	7,000	0
Colden Common Parish Hall Trust (Restricted)	10,000	0
<b>Totals</b>	<b>47,365</b>	<b>42,996</b>

<b>RECEIPTS - continued</b>	<b>This year</b>	<b>Last year</b>
	<b>£</b>	<b>£</b>
Donations		
Paul Nicholson's litter picking via Parish Cnl	600	600
Others	0	6
<b>Totals</b>	<b>600</b>	<b>606</b>

<b>Lettings</b>	<b>£</b>	<b>£</b>
Whole Centre hire	0	0
Bert Stratton Lounge	11,334	3,004
Gloucester Hall	23,440	4,748
Patrick Moore Room	31,016	10,570
Jenny Gray Room	535	0
Meeting Room & Kitchen	380	0
<b>Totals</b>	<b>66,705</b>	<b>18,322</b>

<b>Catering</b>	<b>£</b>	<b>£</b>
Catering	9	22
<b>Totals</b>	<b>9</b>	<b>22</b>

<b>Events</b>	<b>£</b>	<b>£</b>
Markets	1,518	90
Common have a go	0	200
<b>Totals</b>	<b>1,518</b>	<b>290</b>

<b>Other income</b>	<b>£</b>	<b>£</b>
Contributions (Elec, Phone & Insurance)	824	844
Refund of water rates	1,034	0
History Books	45	25
Office services	63	0
Parish office rent	420	420
Sundry (basketball ring, pool table)	36	0
Bank interest	9	18
Paid advertising	60	0
Sale of books DVDs etc.	240	316
<b>Totals</b>	<b>2,731</b>	<b>1,623</b>

<b>Total receipts</b>	<b>118,928</b>	<b>63,859</b>
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### 3. Payments

<b>PAYMENTS (Analysis of larger payments only)</b>		
	<b>This year</b>	<b>Last year</b>
<b>Events</b>	<b>£</b>	<b>£</b>
Winter fayre	189	0
St George	172	0
Refunds	50	25
<b>Totals</b>	<b>411</b>	<b>25</b>

<b>Maintenance and repairs</b>	<b>£</b>	<b>£</b>
Boiler service	628	0
Carpet fitting	0	1,686
Other	2,882	2,711
<b>Totals</b>	<b>3,510</b>	<b>4,397</b>

<b>Fire and security</b>	<b>£</b>	<b>£</b>
Andover Fire and Security	1,816	1,355
PAT Testing	83	72
<b>Totals</b>	<b>1,899</b>	<b>1,427</b>

<b>Catering</b>	<b>£</b>	<b>£</b>
Catering	0	4
<b>Totals</b>	<b>0</b>	<b>4</b>

<b>Utilities</b>	<b>£</b>	<b>£</b>
Water rates	959	2,133
Gas	2,346	1,416
Electricity	2,754	3,051
<b>Totals</b>	<b>6,059</b>	<b>6,600</b>

<b>Cleaning and refuse</b>	<b>£</b>	<b>£</b>
Waste collection	1,391	2,208
Cleaning services	1,351	1,199
<b>Totals</b>	<b>2,742</b>	<b>3,407</b>

<b>Others</b>	<b>£</b>	<b>£</b>
Assets purchased	555	0
All other items not separately analysed	89,115	60,496
<b>Totals</b>	<b>89,670</b>	<b>60,496</b>

<b>Total payments</b>	<b>101,549</b>	<b>67,125</b>
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#### 4. Staff costs and Trustee remuneration

None of the members of the Committee received any remuneration or expenses during the year. No employees had emoluments in excess of £60,000. No expenses were claimed.

#### 5. Value Added Tax

The Charity is not registered for VAT.

#### 6. Taxation

The Charity is a registered charity and as such is exempt from tax on its income under Section 505 of the Income and Corporation Taxes Act 1988, as long as its income is applicable and applied for charitable purposes only. During the year all of the income was applicable and applied towards charitable purposes.

#### 7. Assets

Assets retained for Charity's own use	Purchased	This year £	Last year £
Gazebo	2014/15	481	481
Table Tennis Table	2014/15	249	249
Gloucester Hall speakers & amplifiers	2014/15	492	492
Gloucester Hall furniture	2014/15	2,352	2,352
Portable Stereo PA System	2018/19	250	250
65" TV screen and mounting	2021/22	555	0
<b>Asset totals</b>		<b>4,379</b>	<b>3,824</b>

#### 8. Liabilities

Liabilities	This year £	Last year £
Creditors (damage deposit)	50	0
<b>Total liabilities</b>	<b>50</b>	<b>0</b>

## 9. Analysis of movement in charity funds

Movement of the cash funds between restricted and unrestricted funds including transfers between funds. This may identify funds that Trustees have decided to designate from general reserves for specific purposes.

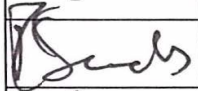

Analysis of Movement in Funds	B/Fwd £	Income £	Expend £	Transfer £	C/Fwd £
<b>Restricted</b>					
Paul Nicholson fund	1,866	600			2,466
Newsletter printing		2,967	(2,967)		0
Buiding Project		27,000	(27,000)		0
<b>Total Restricted</b>	<b>1,866</b>	<b>30,567</b>	<b>(29,967)</b>	<b>0</b>	<b>2,466</b>
<b>Unrestricted funds</b>					
Designated					
Outside painting 6-year cycle	1,800			(1,800)	0
Subtotal designated	1,800	0	0	(1,800)	0
General funds	43,640	88,361	(71,582)	1,800	62,219
<b>Total Unrestricted</b>	<b>45,440</b>	<b>88,361</b>	<b>(71,582)</b>	<b>0</b>	<b>62,219</b>
<b>Total Funds</b>	<b>47,306</b>	<b>118,928</b>	<b>(101,549)</b>	<b>0</b>	<b>64,685</b>

### Section G

### Declaration

The Trustees have approved the Trustees' report above.

Signed on behalf of the Charity's Trustees.

Signature	Full name	Position	Date
	Richard Saunders	Chairman	9/8/22
	Alexander Kerr Loughran	Treasurer	1/8/22

**THE COLDEN COMMON COMMUNITY ASSOCIATION**

England & Wales - Charity number 292438

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# Accounts

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## Trustees' Annual Report for the period

1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021

### Section A

### Reference and administration details

<b>Charity name</b>	<b>COLDEN COMMON COMMUNITY ASSOCIATION</b>
<b>Registered charity number</b>	<b>292438</b>
<b>Charity's principal address</b>	Colden Common Community Centre St. Vigor Way Colden Common, Winchester SO21 1UU

#### Names of the Charity Trustees who manage the Charity.

	<b>Trustee name</b>	<b>Office</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee</b>
1	Richard Saunders	Chair		
2	Alex Loughran	Treasurer		
3	Frank Glasspool	Secretary		
4	Alex deVille			
5	Adrian Kelly			
6	Andy Lai			
7	Kathleen Quin			
8	Brian O'Neill			
9	Joanna Battle		Resigned: 19/12/20	
10	Andrew Ewing		Resigned: 10/12/20	
11	Charlotte White		Resigned: 10/12/20	
12				

<b>Names of the trustees for the charity, if any (eg any custodian trustees)</b>	<b>NONE</b>
<b>Names and addresses of advisers (Optional information)</b>	<b>NONE</b>
<b>Name of chief executive or senior staff members</b>	<b>NONE</b>

## Section B

## Structure, governance and management

### Description of the charity's trusts.

#### **Type of governing document**

The Colden Common Community Association was registered as a charity on 23<sup>rd</sup> August 1985. It is now governed by its Constitution adopted on 11<sup>th</sup> July 2012.

#### **How the charity is constituted**

Unincorporated association.

#### **Trustee selection methods**

The Trustees Committee consists of not less than three and up to twelve individuals elected at the Annual General Meeting. Officers are elected by the Committee at the first meeting after the AGM.

#### **Additional governance issues (Optional information)**                      None

#### **Policies and procedures adopted for the induction and training of trustees.**

The Charity provides an information pack, drawing information from the various Charity Commission publications. It is distributed to all Trustees along with the Charity's governing document and the latest financial statements.

#### **Relationship with any related parties.**

The Charity has a relationship with the Colden Common Parish Council which leases the Community Centre building to the Charity.

#### **Risks and risk management.**

The Committee has considered risks to which the Charity is exposed. Systems have been established to mitigate those risks. External risks to funding have led to the development of a strategic plan which allows for the diversification of funding and activities. Internal risks are minimized by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the Charity. The Charity Commission "Internal Financial Control Checklist" forms the basis for these procedures. These procedures are periodically reviewed to ensure that they still meet the needs of the Charity.

## Section C

## Objectives and activities

### Objects of the charity as set out in its governing document.

To promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, nationality, age, disability, race or of political, religious or other opinions by associating together the said inhabitants and the statutory 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;

To secure the establishment of a Community Centre (hereinafter called "the Centre") and to maintain and manage the same (whether alone or in cooperation with any statutory authority or other person or body) in furtherance of the above objects.

To promote such other charitable purposes as may from time to time be determined.

The Association shall be nonparty in politics and nonsectarian in religion. The area of benefit shall be all those areas within the Parish of Colden Common.

### **Summary of the main activities undertaken for the public benefit.**

During the year, the Association has provided facilities at the Community Centre for educational and leisure activities for the inhabitants, voluntary groups and associations in its area and provided facilities for exhibitions of interest and educational value to the local area and its inhabitants. It continues to encourage the use of its facilities by the local inhabitants, voluntary groups and associations in the furtherance of its objectives.

**Additional details of objectives and activities (Optional information)**      None

### **Contribution made by volunteers.**

Members of the community are encouraged to be involved in voluntary activities and share their skills with others. All Trustees give their time freely.

## **Section D**

## **Achievements and performance**

### **Summary of the main achievements of the charity during the year.**

#### **Chairman's report.**

COVID-19 has dominated the year to March 31st, 2021. We have been fully or partly closed to the general public for the vast majority of this period. Pre-School remained working all the time though. They meticulously applied the Covid sanitation requirements and remained operating to provide an essential service to those parents who required it. Unfortunately, due to a staff member testing positively on one occasion, they had to close for a week in January. School's Out also remained open, on a more limited basis at times, from September 2020 onwards, running the Breakfast and After School Club.

We are pleased that we could retain all our staff on furlough at 100% of their salary throughout, apart from Clint, our Building Manager. He continued to work all through the lockdown and used the fallow time to carry out some much-needed jobs. He raised the sink in the Bert Stratton kitchen, which was uncomfortably low, and had aroused adverse comment. This was achieved without any change to the working surfaces and was very thriftily accomplished. He also redecorated the whole entrance foyer, the Bert Stratton Room and the Patrick Moore Room. No mean feat to do this single-handed! The whole area has been brightened considerably and is a vast improvement. Vanessa, our Centre Manager, returned gradually as regulations and need dictated, and has overseen the slow (and unfortunately interrupted) return to normality. She has been invaluable in researching and disseminating all the necessary information about Covid regulations. Emma, the Centre Assistant, has also done an excellent job in ensuring that all surfaces and areas are kept clean and sanitised, and

ready for hirers. The hirers themselves have generally proved to be responsible. I have noted them assiduously wiping down surfaces and door handles when I have visited to lock up the Centre. Unfortunately, the reduced Centre hours meant that there was less clerical work to do, and we had to make our Administration Assistant redundant late in 2020. She was very understanding about the whole process, which was accomplished in a very amicable manner.

We are in discussions with Pre-School over their rent for the Patrick Moore Room. We are working towards an amicable and mutually beneficial solution that all parties can live with. Pre-School is, in common with the vast majority of such institutions locally and nationally, very adversely affected by the government's parsimonious funding of Preschools. Hopefully, as our MP is the chairman of an all-party parliamentary group on Early Years Education, he will be able to twist the government's arm to provide more money for this. The 'Steve Brine Effect' might also help here.

Plans proceeded for the conversion of the old Changing Rooms, sadly underused for many years, into a new meeting/activity room. An application was made to the Parish Hall Trust for a grant to help with the cost of this. Wishing to keep expenses down, all trustees volunteered to do the decoration themselves. We liaised with the Music and Drama Group throughout, in the past a major user of the area during productions. Although disagreeing with what we proposed to do, they understood the reasons behind it, and did not oppose it. We hope officially to open the new room at the AGM.

We carried out an aerial survey of the roof in January, using a drone camera. This was generously lent and ably piloted by Peter Douglas of this parish. The survey showed some slight cracking and minor slipping of a few tiles, but the vast majority of them appeared to be in good shape, and no remedial work was deemed to be necessary. Another benefit of this, by clearly showing that the gutters were clear, was that the gutter cleaners were shown to have done a good job. Thank you, Peter, for your piloting and photography.

Plans were also afoot to alter the hot water supply to the three toilets off the foyer. This hot water supply comes from the same system which feeds the showers, which are to be removed in the conversion of the Changing Rooms. We will install electric water heaters for each loo, thus eliminating the need for a large calorifier, which produced and stored the large quantities of hot water needed for multiple showers. The savings to our energy bill are expected to pay for this in short order.

We are also refining plans for an automated front door, which will ease access for those with mobility problems, or who are heavily laden.

Sadly, we did not have a Beerfest in 2020. We had, before Covid appeared, made plans to run a reduced-scale, one-day event in October, making it our own Oktoberfest. Perhaps, fingers crossed, we can do something later this year.

There have been none of the usual events that are held in a usual year. We did, though, participate in several successful online activities, including pop-up shops and markets. We do look forward to, to name but one thing, the resumption of the Lunch Club,

The Village Newsletter continues and had to increase its size to 40 pages once (thank you, Parish Council, for funding all of this). Despite Covid, articles continued to pour in. Some people are, unavoidably and unfortunately, occasionally disappointed if their articles are submitted late, and there is not room to fit all of their copy in. Many thanks to all those who do contribute features, paintings and articles to it. We could not continue without you!

I would like to finish by again thanking various people. Firstly, the key holders who unfailingly open and lock up the Centre every day, deserve a huge vote of thanks. They provide a valuable service while keeping the Centre safe and secure and are much appreciated. Secondly, the volunteers who turn up and help either regularly, or for one-off events - many thanks. While there have been fewer opportunities to help this year, our thanks still go to all those who did so. You do a marvellous job; please keep it up! Thirdly, thanks are due to our hirers, without whom we would be a lot worse off

financially! Fewer in number now, and so you are valued the more. Please remember that you are very important to us, and that we are always available should you need to discuss anything pertaining to your hire. Fourthly, and perhaps unusually, I would like to thank the government and local councils, who have been generous in their financial support via furlough support and grants, and without whose help the staff would not have remained at full salary, and the Centre would have been in a precarious position. Fifthly, my fellow trustees, especially Frank and Alex, who bear the brunt of the work, deserve thanks for all their hard work over the last 12 months. Finally, Vanessa, Emma, and Clint all deserve thanks for their contributions and hard work over the year. We bade farewell to Leiah last autumn but give her our thanks and best wishes for the future.

Richard Saunders Chairman; Colden Common Community Association.

6<sup>th</sup> July 2021

**Treasurer's report.**

In the way that last year's accounts could be seen as a full trading year, 2020/21 represents virtually a full year of lockdown. Possible relaxations were swiftly ended. All hirers stopped use of the Centre, apart from Pre-School and After School Club, who used the child education exemption to continue. They represented the only trading income received by the Association. They too endured difficult periods and it was necessary to grant a rent-free period.

The Trustees pursued a policy of careful husbandry and cost cutting. Some contracts (insurance policy and photocopier hire) were renegotiated at significant savings. What enabled the Association to survive was the assistance by the Government by way of Job Retention Scheme (Furlough) and grants from Winchester City Council.

Three of the four staff were furloughed, and salaries maintained by topping up the 20% shortfall from cash flow. During the first lockdown, staff were not allowed to perform any duties. Clint has a number of statutory duties (alarm testing, legionnaires disease testing, security) which did not take up his full time. He used the remainder of his time to redecorate the foyer, Bert Stratton Lounge, and the Patrick Moore Room. This represented a massive saving compared with a professional decorator, and left the building significantly better presented. He also raised the sink in the bar of the Bert Stratton, in response to requests from some hirers. His contribution has been massive.

Once the flexible furlough was introduced, all staff responded by using their hours to maximum effect. Many thanks for their sterling efforts.

The Trustees had committed to replacing the well-used carpet in the Bert Stratton, and this also represented an advance in the quality of the building.

Overall, finances have been maintained (with a loss of approximately £3500 as reflected on bank balances) and represents a significant achievement given the circumstances. On the other hand, there has been a build-up of outstanding work which will have to be carried out during 2021/22. It is hoped that previous hirers will return and cash flow will recover.

It was considered that the use of two of the bank accounts had completed their usefulness. The Trustees took the opportunity to review their purpose, and they have been renamed the PN Donation Account and the Restricted Fund. The former holds the funds which Paul Nicholson has donated to the Association from his village maintenance (many thanks Paul), and the latter is to be used when grants for a specific purpose are received. Funds have yet to be transferred as bankers were very slow to carry out the requested renaming.

Overall a difficult year with an outcome which is as good as could be wished for.

Alex Loughran, Treasurer; Colden Common Community Association

30<sup>th</sup> April 2021

## **Independent Examiner's Report to the Trustees of the Colden Common Community Association.**

I report on the accounts of the Charity for the year ended 31 March 2021, which are set out on pages 8 to 13.

### **Respective responsibilities of Trustees and Examiner**

The Trustees are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

### **Independent Examiner's Statement**

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

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



David Fields ACMA

Associate member of the Chartered Institute of Management Accountants.

4<sup>th</sup> October, 2021

Pi Accounts Limited  
44 Pennington Close  
Colden Common  
Winchester  
SO21 1UR

## Receipts and Payments Account

Charity Name **COLDEN COMMON COMMUNITY ASSOCIATION**

Charity No. **292438**

*All values rounded to nearest £*

For  
period

01 Apr 2020 - 31 Mar 2021

### Section A Receipts and payments

A1 Receipts	Restricted funds	Unrestricted funds	Total funds	Last year
	£	£	£	£
Grants: Newsletter (Parish Council)	0	2,920	2,920	730
Grants: HMRC Job Retention	0	20,169	20,169	0
Grants: WCC Local Restrictions Support	0	19,907	19,907	0
Lettings	0	18,322	18,322	72,066
Contributions (Elec, Phone & Insurance)	0	844	844	0
Donations	600	6	606	2,759
Rent Income	0	420	420	0
Other Income	0	316	316	1,440
Events	0	290	290	6,053
History Books	0	25	25	965
Catering	0	22	22	2,229
Bank Interest	0	18	18	60
Directory advertising	0	0	0	621
Affiliation income	0	0	0	50
Damage deposits	0	0	0	1,820
<b>Total receipts</b>	600	63,259	63,859	88,793

### A2 Asset / investment sales

0                      0                      0                      0

A3 Payments	£	£	£	£
Staff salaries and wages	0	42,289	42,289	42,200
Maintenance and repairs	0	6,605	6,605	9,206
Utilities	0	6,600	6,600	8,501
Newsletter publication	0	2,970	2,970	1,351
Insurance	0	2,446	2,446	2,985
Fire and Security	0	1,427	1,427	1,146
Cleaning	0	1,199	1,199	3,963
Telephone and broadband	0	1,114	1,114	1,178
Administrative	0	1,058	1,058	2,057
Legal and Professional	0	658	658	1,787
Miscellaneous expenses	0	474	474	0
Bank charges	0	69	69	60
Events	0	25	25	4,061
Catering	0	4	4	297
Booking refunds	0	187	187	472
History Book printing	0	0	0	3,101
Damage deposit	0	0	0	2,673
<b>Total payments</b>	0	67,125	67,125	85,038

<b>A4 Asset / investment purchases</b>	0	0	0	0
<i>Net of receipts/(payments)</i>	600	(3,866)	(3,266)	3,755
<b>A5 Transfers between funds</b>	0	0	0	0
<b>Net movement in funds</b>	600	(3,866)	(3,266)	3,755
<b>A6 Cash funds brought forward</b>	1,266	49,306	50,572	46,817
<b>Cash funds carried forward</b>	1,866	45,440	47,306	50,572

## Section B Statement of Assets and Liabilities at the end of the period.

<b>B1 Cash funds (31 Mar '20)</b>	<b>Note</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Total funds</b>	<b>Last year</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Current		1,866	10,886	12,752	9,343
Deposit		0	33,301	33,301	40,000
CAF Gold		0	783	783	783
Current (Club 55)		0	446	446	446
Petty cash		0	24	24	0
<b>Total cash funds</b>		1,866	45,440	47,306	50,572

<b>Other assets</b>	<b>Note</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Total</b>	<b>Last year</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Other monetary assets					
Debtors - Lettings income due		0	1,468	1,468	0
Assets retained for Charity's own use	<b>7</b>	0	3,824	3,824	3,824
<b>Total other assets</b>		0	3,824	3,824	3,824

<b>Liabilities</b>	<b>Note</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Total</b>	<b>Last year</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Creditors	<b>8</b>	0	50	50	50
<b>Total liabilities</b>		0	50	50	50

## Notes to the accounts for year ended 31 March 2021.

### 1. Accounting Policies

#### a) Basis of Accounting

The Charity's gross income in the financial year does not exceed £250,000 and the Charity Trustees have therefore elected to prepare –

- a) a receipts and payments account, and
- b) a statement of assets and liabilities

in accordance with Section 133 of The Charities Act 2011.

The principal policies of the Charity are set out as follows.

#### b) Financial Statements

These financial statements are compliant with recommendations provided by the Charity Commission.

#### c) Statement of the Charity Reserves policy.

To fund approximately three months core staffing and operational costs and provide sufficient financial flexibility during periods of economic austerity.

#### d) Funds Structure Policy

Restricted funds are subject to restrictions on their expenditure by the donor. Unrestricted funds are available for use at the discretion of the Committee in furtherance of the general objectives of the Charity. Designated funds are general funds that have been earmarked for a particular purpose.

#### e) Other Policies

##### Pension

The Charity operates a pension scheme for core staff. The workplace pension provider is NEST.

### 2. Receipts

<b>RECEIPTS</b> Analysis of larger receipts.	<b>2020/21</b>	<b>Last year</b>
<b>Donations</b>	<b>£</b>	<b>£</b>
CC Parish Council (Restricted)	600	600
Winchester Bourne	0	500
W T Tax Ltd	0	400
Security Vetting Solutions Ltd	0	300
Taylor Wimpey	0	250
Charters	0	200
Others	6	509
<b>Totals</b>	<b>606</b>	<b>2,759</b>

<b>Lettings</b>	£	£
Whole Centre hire	0	1,366
Bert Stratton Lounge	3,004	14,229
Gloucester Hall	4,748	23,030
Patrick Moore Room	10,570	32,593
Meeting Room & Kitchen	0	548
Other	0	300
<b>Totals</b>	<b>18,322</b>	<b>72,066</b>
<b>Catering</b>	£	£
Catering	22	2,229
<b>Totals</b>	<b>22</b>	<b>2,229</b>
<b>Events</b>	£	£
Beerfest	0	2,877
Club 55	0	50
Markets	90	1,962
Halloween	0	124
Common have a go	200	924
Table Tennis	0	117
Senior Citizens	0	0
<b>Totals</b>	<b>290</b>	<b>6,053</b>
<b>Other income</b>	£	£
Contributions (Elec, Phone & Insurance)	0	181
History Books	0	441
Parish office rent	0	420
Other Income	316	398
<b>Totals</b>	<b>316</b>	<b>1,440</b>

### 3. Payments

<b>PAYMENTS - Analysis of larger payments.</b>		
	<b>2020/21</b>	<b>Last year</b>
<b>Events</b>	£	£
Beerfest	0	2,755
Markets	0	757
Summer fete / Common have a go	0	319
Halloween	0	133
Booking refunds	25	97
<b>Totals</b>	<b>25</b>	<b>4,061</b>
<b>Catering</b>	£	£
Catering	4	297
<b>Totals</b>	<b>4</b>	<b>297</b>
<b>General payments</b>	£	£
Utilities (Elect, Gas, Water)	6,600	8,501
Maintenance and repairs	6,605	9,206
Insurance	2,446	2,985
Cleaning and Refuse	1,199	3,963
Administration & Miscellaneous	1,058	2,057
<b>Totals</b>	<b>17,908</b>	<b>26,712</b>

#### 4. Staff costs and Trustee remuneration

None of the members of the Committee received any remuneration during the year.

No employees had emoluments in excess of £60,000. No expenses were claimed.

#### 5. Value Added Tax

The Charity is not registered for VAT.

#### 6. Taxation

The Charity is a registered charity and as such is exempt from tax on its income under Section 505 of the Income and Corporation Taxes Act 1988, as long as its income is applicable and applied for charitable purposes only. During the year all of the income was applicable and applied towards charitable purposes.

#### 7. Assets

Assets retained for Charity's own use	Purchased	2020/21	Last year
		£	£
Gazebo	2014/15	481	481
Table tennis table	2014/15	249	249
Gloucester Hall speakers and amplifiers	2014/15	492	492
Gloucester Hall furniture	2014/15	2,352	2,352
Portable Stereo PA System	2018/19	250	250
<b>Asset totals</b>		<b>3,824</b>	<b>3,824</b>


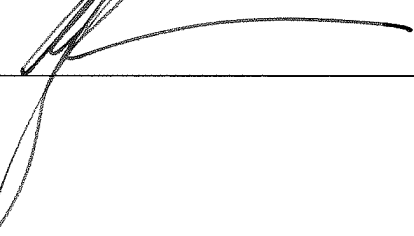
#### 8. Liabilities

Liabilities	2020/21	Last year
	£	£
Independent examiner	0	50
<b>Total liabilities</b>	<b>0</b>	<b>50</b>

#### 9. Analysis of movement in charity funds

Movement of the cash funds between restricted and unrestricted funds including transfers between funds. This may identify funds that Trustees have decided to designate from general reserves for specific purposes.

<b>Analysis of movement in charity funds 2020/21</b>	<b>B/fwd</b>	<b>Income</b>	<b>Expend</b>	<b>Transfer</b>	<b>C/fwd</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Restricted funds</b>					
Paul's fund	1,266	0	0	0	1,266
Other		600	0	0	600
<b>Total restricted funds</b>	<b>1,266</b>	<b>600</b>	<b>0</b>	<b>0</b>	<b>1,866</b>
<b>Unrestricted funds</b>					
Newsletter printing	0	2,920	(2,970)	50	0
Outside painting 6-year cycle	1,800	0	0	0	1,800
<b>Unrestricted designated funds</b>	<b>1,800</b>	<b>2,920</b>	<b>(2,970)</b>	<b>50</b>	<b>1,800</b>
General funds	47,506	60,339	(64,155)	(50)	43,640
<b>Total unrestricted funds</b>	<b>49,306</b>	<b>63,259</b>	<b>(67,125)</b>	<b>0</b>	<b>45,440</b>
<b>Total funds</b>	<b>50,572</b>	<b>63,859</b>	<b>(67,125)</b>	<b>0</b>	<b>47,306</b>

<b>Section G Declaration</b>			
The Trustees have approved the Trustees' report above. Signed on behalf of the Charity's Trustees.			
<b>Signature</b>	<b>Full name</b>	<b>Position</b>	<b>Date</b>
	Richard Saunders	Chairman	27/10/21
	Alex Loughran	Treasurer	13/10/21