



Trustees' Annual Report for the period

1st April 2022 to 31st March 2023

Section A

Reference and administration details

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

Names of the Charity Trustees who manage the Charity.

	Trustee name	Office	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee
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				

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)	NONE
Name of chief executive or senior staff members	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 23rd August 1985. It is now governed by its Constitution adopted on 11th 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.

Section D

Achievements and performance

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.

21st 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

A1 Receipts	£	£	£	£
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
Total	3,700	86,670	90,370	118,928
Investment_sales	0	0	0	0
Total receipts	3,700	86,670	90,370	118,928

A3 Payments	£	£	£	£
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
Total	2,323	83,570	85,893	100,994

Asset_purchases	0	0	0	555
Total payments	2,323	83,570	85,893	101,549

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
Net movement in funds	600	3,877	4,477	17,379
Cash balances brought forward	2,466	62,220	64,686	47,306
Cash funds carried forward	3,066	66,097	69,163	64,685

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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CASH FUNDS	£	£	£	£
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
	3,066	66,097	69,163	64,685

OTHER ASSETS	£	£	£	£
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
	0	3,839	3,839	6,686

LIABILITIES	£	£	£	£
Trade Creditors	0	2,798	2,798	50
HMRC PAYE	0	0	0	0
	0	2,798	2,798	50

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
Totals	3,100	47,365

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

Lettings	£	£
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
Totals	79,641	66,705

Catering	£	£
Catering & café	40	9
Totals	40	9

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

Other income	£	£
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
Totals	2,986	2,731

Total receipts	90,370	118,928
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3. Payments

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

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

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

Catering	£	£
Catering	61	0
Totals	61	0

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

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

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

Total payments	85,893	101,549
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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
Asset totals		4,379	4,379


8. Liabilities

Liabilities	This year	Last year
	£	£
Creditors	2,798	50
Total liabilities	2,798	50

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 £
Restricted					
Paul Nicholson fund	2,466	600			3,066
Newsletter printing	0	3,100	(2,323)	(777)	0
Total Restricted	2,466	3,700	(2,323)	(777)	3,066
Unrestricted funds					
Designated					0
Subtotal designated	0	0	0	0	0
General funds	62,220	87,326	(84,226)	777	66,097
Total Unrestricted	62,220	87,326	(84,226)	777	66,097
Total Funds	64,686	91,026	(86,549)	0	69,163

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