



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

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	Brian O'Neill	Chair		See section B
2	Kathleen de Ville			
3	Alex de Ville			
4	Adrian Kelly			
5	Leo Woolf			
6	Hazel Crosthwaite			
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)	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 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.

Section D

Achievements and performance

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 31st 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.

14th 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				
<i>All values rounded to nearest £</i>		For period	1 April 2023 - 31 March 2024	
Section A Receipts and Payments Account				
	Restricted funds	Unrestricted funds	Total funds	Last Year

A1 Receipts	£	£	£	£
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
Total	4,890	82,379	87,269	90,370
Total receipts	4,890	82,379	87,269	90,370
A3 Payments	£	£	£	£
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
Total	4,290	83,504	87,794	85,893
Asset purchases	0	0	0	0
Total payments	4,290	83,504	87,794	85,893

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
Net movement in funds	600	(1,125)	(525)	4,477
Cash balances brought forward	3,066	66,097	69,163	64,686
Cash funds carried forward	3,666	64,972	68,638	69,163

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	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

OTHER ASSETS	£	£	£	£
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

LIABILITIES	£	£	£	£
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
Totals	4,290	3,100

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

Lettings	£	£
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
Totals	72,436	79,641

Catering	£	£
Catering & Café	120	40
Totals	120	40

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

Other income	£	£
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
Totals	6,421	2,986

Total receipts	87,269	90,370
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3. Payments

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

Maintenance and repairs	£	£
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
Totals	8,093	4,937

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

Catering	£	£
Catering	25	61
Totals	25	61

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

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

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

Total payments	87,794	85,893
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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	18,598	2,798
Total liabilities	18,598	2,798

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	3,066	600			3,666
Newsletter printing		4,290	(4,290)		0
Total Restricted	3,066	4,890	(4,290)	0	3,666
Unrestricted funds					
General funds	66,097	82,379	(83,504)	0	64,972
Total Unrestricted	66,097	82,379	(83,504)	0	64,972
Total Funds	69,163	87,269	(87,794)	0	68,638

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