

# MARSHFIELD COMMUNITY CENTRE ASSOCIATION

England & Wales · Charity number 297306

## Details

---

**Other names** MCCA

**Status** Registered

**Legal form** Other

**Registered** 1987-07-22

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

## Contact

---

**Address** Marshfield Community Centre  
Chippenham Road  
Marshfield  
Chippenham  
Wiltshire  
SN14 8NZ

**Phone** 07827 975847

**Email** [mccaphase2@outlook.com](mailto:mccaphase2@outlook.com)

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

## Activities

---

**Objects:** (A) TO PROMOTE THE BENEFIT OF THE INHABITANTS OF MARSHFIELD PARISH BY PROVIDING FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE TIME OCCUPATION.(B) TO ESTABLISH A COMMUNITY CENTRE AND TO MAINTAIN AND MANAGE IT IN FURTHERANCE OF THE ABOVE OBJECTS.

**Activities:** The MCCA owns and manages the Community Centre in Marshfield, a village between Bristol and Chippenham, mainly for the benefit of residents of Marshfield and other local villages.

## Classification

---

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** The General Public/mankind

## Geography

---

- **Area of benefit:** MARSHFIELD PARISH
- Bath And North East Somerset
- South Gloucestershire
- Wiltshire

## Finances

---

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£62,019	£41,706	-	-
2024-08-31	£41,065	£24,850	-	-
2023-08-31	£40,287	£51,501	-	-
2022-08-31	£52,571	£32,540	-	-
2021-08-31	£33,299	£54,699	-	-

## Trustees

---

Name	Role	Appointed
<b>Karen Anne Mumgaard</b>	Chair	2025-01-01
ANNE RUTH COLBOURNE		2024-01-30
Amanda Blake		2025-01-01
Dawn Denise Brooks		2024-01-30
Jane Lois Christie		2024-01-30
Janet Frances Spence		2024-01-30
Michael Gerard Phillips		2024-11-14
Trevor Davis		2025-02-17

**MARSHFIELD COMMUNITY CENTRE ASSOCIATION**

England & Wales - Charity number 297306

---

# Accounts

---

## **Marshfield Community Centre AGM - 1/12/25**

### **Chair's report for 2024/25 financial year**

As you know, I took over as Chair at the beginning of 2025 and I am pleased to report that the usage of the Community Centre and its financial position has continued to improve over the year.

As you will be aware, low levels of usage in 2022/23 coming out of the pandemic sparked concerns about the long-term future of the Community Centre and whether, in its current form, it satisfied the needs of the village. This resulted in a two-year review being undertaken which involved consultation with the village at large and key stakeholders.

The review has now largely concluded. No clear alternative use cases have emerged and there appeared to be general support for the Community Centre to continue in broadly its current form. It was however agreed that consideration should be given to using some of the available space to allow for the expansion of pre-school.

Discussions as to how to achieve this are currently ongoing, although preliminary approval has been given to reallocate some of the existing cupboard space off the large hall to allow for the creation of a baby room and new pre-school office.

In addition, rent from pre-school for their existing premises remains a significant income source for the Community Centre. The existing pre-school lease has however expired and negotiations are underway to enter into a new lease which will hopefully accommodate their expansion and provide a sound footing for our relationship with them for the future. The Community Centre trustees remain committed to working with pre-school to help them to continue to deliver their valuable service to the village.

Since the review got underway, usage of the Community Centre has improved and, as you will see from the accounts, income exceed expenditure over the 2024/25 financial year, albeit by a small amount.

This is due in part to the usage of the halls by our affiliate members, in particular pre-school, Marshfield Community Friends, the Players, WI, the Friday lunch club and Short-mat bowls. I would like to thank them all for their continued support.

In addition, we had a number of very successful fund-raising events during the financial year – in particular the Ball which was organised by the PTA and which I am very happy to say is happening again this year. Boules day is also worth a mention and particular thanks should go to Ian Orr who single handedly organised it. It too will be back in the current financial year. Thanks also to the WI for their quiz night and to everyone who helped to run Marshfield breakfasts.

Another highlight to mention in 2024 was the Player's production which saw significant use of the halls and provided a great opportunity for hundreds of people in the village to come into the Community Centre.

So, the position of the Community Centre has improved since the review was commenced in 2023. However, we are still some way off being on a secure financial footing for the medium to long term. Costs are continuing to rise and the demographics of the village and its needs are continuing to change. The Community Centre needs to continue to attract new users to ensure its future but, on the up side we have made great progress over the past two years and will hopefully continue to do so.

I would like to take this opportunity to thank all of the MCCA committee members for their commitment to the Community Centre and their tireless support in making sure it stays open on a day to day basis. I would particularly like to thank Dawn and Amanda who are here more than anyone else and make sure 1000 little things that you probably never think of but are absolutely essential actually happen. I would also like to thank Anne for her role as treasurer and stepping into the role when we really needed someone. And, finally, I would like to thank our booking secretary Clair for ensuring that our users get the best experience we can possibly provide.

**Karen Mumgaard**

# Marshfield Community Centre Association

## Report and Accounts for the year ending 31 August 2025

### Charity information

Registered charity number: 297306

Address: Marshfield Community Centre  
Chippenham Road  
Marshfield  
Chippenham  
SN14 8NZ

Holding Trustees: Mrs C Eden  
Mr J Brookes  
Mr G Greenwood  
Mr G Snell

Charity Trustees: Ms K Mumgaard (Chair)  
Mr O Brason (Vice-Chair)  
Mrs A Colbourne (Treasurer)  
Mrs A Blake (Representative for Marshfield Pre-School)  
Mrs D Brooks (Representative for Marshfield Community Friends)  
Mrs J Brason (Representative for Marshfield & Cold Ashton WI)  
Mrs J Spence (Representative for Marshfield Baby & Toddler Group)  
Mr D Colbourne (Representative for Marshfield Players)  
Mr T Davis (Representative for Marshfield Short Mat Bowls Club)  
Mrs J Christie (Representative for Friday Lunch Club)  
Mr M Phillips

Independent examiner: Mr T Jenkins

As at 31 August 2025, Mr G Snell has returned to the role of a Holding Trustee. Mrs V Hanifin acts as Meetings secretary. Mrs C Lavis acts as Bookings Secretary. Marshfield Community Friends was established as a Section of the Association on 1 June 2024. The other organisations listed above are Affiliated Groups, but are otherwise independent of the Association.

### Structure, Governance and Trustees

The Association is an unincorporated charity. The Association's governing document is its Constitution, dated 27 July 1989.

The main object of the Association is to establish, maintain and manage a Community Centre for the benefit of residents of Marshfield and surrounding areas.

The following are entitled to become Members of the Association who would be entitled to one vote each at General Meetings: adults living in the Association's area of benefit; Affiliated Groups; Sections; Statutory Authorities in or near to the Association's area of benefit.

The Holding Trustees are the individuals in whom legal title to the Community Centre property and building is vested. The Charity Trustees are the members of the General Committee ("the Committee"). The Charity Trustees are responsible for managing the Community Centre in order to meet the Association's objects. They do this by making available for hire four different communal spaces – internal and outdoor areas dedicated to Marshfield Pre-School, a large sports and events hall, a smaller hall and a kitchen.

In their management of the Community Centre the Charity Trustees have regard to the Charity Commission's guidance on public benefit.

Law applicable to charities in England and Wales also requires the Charity Trustees to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

The Charity Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and ensure that the financial statements comply with Part 8 of the Charities Act 2011. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention of fraud and breaches of laws and regulations.

### **Activities during the year**

The Charity Trustees are pleased to report that the relatively low usage levels at the start of 2023/24 increased significantly over that year and have continued to increase into 2024/25. During 2024/25, Marshfield Community Friends (MCF) successfully received another grant funded by South Gloucestershire to provide warm spaces and social activities. All the organisations listed above use the Community Centre regularly. Other activities in the Centre include local charity events, elections, vaccination clinics, Pilates, Yoga and Line Dancing. The number of private bookings has continued to increase. We thank Marshfield Community Friends (MCF), all Affiliated organisations, and all other users for their continued support.

As well as the provision of communal spaces, the Community Centre itself ran a successful Christmas ball, another Boules Day in July and Breakfasts in August. Fundraising events, donations and grants account for nearly 80% of the surplus.

### **Overview of finances**

The Charity Trustees are aware that, as the building is over 30 years old, significant repairs will continue to be required in the future. Their long-term policy is that part of the Association's reserves is designated as being available to improve and maintain the Community Centre, for the benefit of all current and future users, provided that the remaining free reserves amount to at least 60% of expected annual expenditure.

In 2024/25 rental income exceeded expenditure by £1,639.62, down from £3,070.84 in 23/24. After taking into account the reserve of £4,001.58 held for Marshfield Community Friends and the retained free reserve of £17,000.00, the reserve held for improvements and major maintenance projects amounted to £79,042.74. As at 31 August 2025, the free reserves amounted to 61.1% of the previous year's running costs.

### **Two-year review**

In July 2023 the Charity Trustees commenced a two-year review of the Association's governance and business, prompted by the difficulties in recruiting and retaining Trustees and financial projections that indicated the Association would experience very significant operational deficits within 2-3 years. Most of the first year of this review involved extensive consultation with residents and community organisations in Marshfield and surrounding areas.

In the second year of the review plans for the Centre's future have been developed and proposed, and consultation is still taking place particularly in relation to the expansion of Pre-School usage. The Association's finances have improved to the extent that no operational deficit is projected in 2025/26. However, it should be noted that the Community Centre is reliant on fundraising and that there is a need for hire charges to keep pace with inflation as running costs have increased by 19.3% over the year.

**MARSHFIELD COMMUNITY CENTRE ASSOCIATION**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**ACCOUNTS FOR PERIOD TO 31 AUGUST 2025**

<b>General Fund</b>	<b>Year to 31 August 2025 £</b>	<b>Year to 31 August 2024 £</b>
<b>Receipts</b>		
Donations and Grants	10,452.46	£7,033.96
Fundraising events	16,761.08	£3,425.79
<b>Total voluntary sources</b>	<b>27,213.54</b>	<b>10,459.75</b>
Pre-school Rent	5,199.96	5,199.96
Pre-school Energy Bill Payments	2,267.83	2,558.24
Affiliation fees	350.00	579.80
Discounted affiliate members fees received	10,196.61	11,385.46
Full rate fees received	11,466.63	6,691.50
<b>Total trading activities</b>	<b>29,481.03</b>	<b>26,414.96</b>
Interest received	2,107.37	512.29
<b>Total income from assets</b>	<b>2,107.37</b>	512.29
Feed in Tariff	2,694.01	3062.87
Miscellaneous income	523.19	£615.00
<b>Total miscellaneous receipts</b>	<b>3,217.20</b>	<b>3,677.87</b>
<b>Total receipts for the year</b>	<b>62,019.14</b>	<b>41,064.87</b>
<b>Payments</b>		
Fundraising events	10,988.88	466.52
Grant Expenditure (direct costs)	0.00	0.00
<b>Total cost of fund raising events</b>	<b>10,988.88</b>	<b>466.52</b>
Heat, light and other power	6,359.72	5,189.82
Water and rates	2,040.72	1,348.68
Insurance	1,360.07	1,305.13
Cleaning and Gardening	4,698.21	3,696.89
Repairs & maintenance	9,111.39	9,356.58
Website, broadband, advertising and booking costs	3,073.80	2,426.02
Bank Charge	70.44	
Miscellaneous payments	1,127.06	21.00
<b>Total Running Costs</b>	<b>27,841.41</b>	<b>£23,344.12</b>
<b>Total cost of Community Centre</b>	<b>38,830.29</b>	<b>23,810.64</b>
Additions to Equipment	2,876.00	1,038.99
Major Renewals/Improvements	0.00	0.00
<b>Total cost of improvements</b>	<b>2,876.00</b>	<b>1,038.99</b>
<b>Total payments for the year</b>	<b>41,706.29</b>	<b>24,849.63</b>
<b>Excess of receipts over payments</b>	<b>20,312.85</b>	<b>16,215.24</b>
Cash balance at start of year	79,731.47	<b>63,516.23</b>
<b>Cash balance at end of year</b>	<b>100,044.32</b>	79,731.47

# Statement of assets for year ended 31 August 2025

	31-Aug-25 £	31-Aug-24 £
<b>Cash balances carried forward</b>		
Lloyds Current Account 00144377	5,234.50	7,392.36
Lloyds Savings Account 07589978	33,254.29	45,135.47
Lloyds Current Account 4652560	87.33	130.00
Lloyds 95 Day Savings Account MCCGB00000	61,468.20	27,073.64
Cash	0.00	-
<b>Total cash balances</b>	<b>100,044.32</b>	<b>79,731.47</b>
<b>Liabilities due for payment</b>	<b>0</b>	<b>0</b>
<b>Future and contingent liabilities</b>	<b>0</b>	<b>0</b>
<b>Non-monetary assets held as investments</b>	<b>0</b>	<b>0</b>
<b>Non monetary assets held for charity's own use</b>		
Freehold land and buildings at cost	521,592	521,592
Equipment at cost	44,946	42,123
	<b>566,538</b>	<b>563,715</b>

## Notes to Accounts

### Note 1 Summary

	2024/2025 £	2023/2024 £
<b>Excess of rental income over expenditure</b>	<b>1,639.62</b>	<b>3,070.84</b>
Feed in Tarrif	2,694.01	3,062.87
Net receipts from fundraising events	5,772.20	2,959.27
NET Donations/grants	10,452.46	7,033.96
Interest received	2,107.37	512.29
Net cost of improvements	(2,876.00)	(1,038.99)
Misc Income	523.19	615.00
<b>Total</b>	<b>20,312.85</b>	<b>16,215.24</b>

### Note 2 – Cash balances

As at 31 Aug 2025, the charity trustees determined that the total cash balances be allocated as follows:

General reserve	£25,000.00
Designated fund for MCF	£4,001.58
Designated fund for major projects (building improvements and maintenance)	£71,042.74
<b>Total</b>	<b>£100,044.32</b>

### Note 3 Repairs & maintenance

	2024/2025 £	2023/2024 £
Heating and plumbing repairs	144.00	1,062.18
Fire safety repairs	870.30	1,658.64
Lighting and other electrical	5,208.00	102.00
External repairs	1,658.67	5,932.80
Internal repairs	748.87	600.96
Other Maintenance	248.15	-
<b>Total</b>	<b>8,877.99</b>	<b>9,356.58</b>

**Note 4 - Insured Items**

Current Insured Value as per Insurance Schedule	1,507,302.60
Outdoor bowling rink insured value	

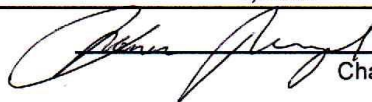
**Note 5 Grants / Donation income**

	2024/2025 £	2023/2024 £
<b>Grants</b>		
Warm Spaces (Dec, Jan and Feb)- Grant income	-	1,000.00
Spring Warm Spaces - Grant income	-	-
Marshfield Community Friends Grant to April 2025	6,000.00	5,500.00
<b>Grant Total</b>	<b>6,000.00</b>	<b>6,500.00</b>
Expenditure from MCF's grant (Hall hire & supplies for warm spaces & activities £4,891, Hall hire & supplies movies £516, Hearing Loop £1,554)	6,961.00	
<b>Donations</b>		
Equipment Donations	80.00	75.00
Donation for locks	2,800.00	-
Marshfield Community Friends	930.30	208.00
Private Donations	10.99	9.89
Defib	100.00	-
Library	31.17	188.07
Donation for grounds maintenance	500.00	-
WI Harvest Supper	-	53.00
<b>Donation Total</b>	<b>4,452.46</b>	<b>533.96</b>
<b>Grant and Donations Total</b>	<b>10,452.46</b>	<b>7,033.96</b>

**Note 6 Fundraising Profit**

	2024/2025 £	2023/2024 £
Marshfield Boules Day	666.87	842.66
Marshfield Cinemas	1,136.40	874.00
WI Quiz Fundraiser	600.00	500.00
Christmas Ball	2,668.87	-
General fundraising	-	-
Marshfield Breakfasts	700.06	742.61
<b>Total</b>	<b>5,772.20</b>	<b>2,959.27</b>

Signed for the Charity Trustees:

  
Chairperson

Approved on behalf of the Holding Trustees:

  
Trustee

Date:

1 / 12 / 25

## Independent examiner's report to the Charity Trustees

I report on the accounts of the Association for the year ended 31 August 2025, which are set out on pages 1 to 4.

### Respective responsibilities of trustees and examiner

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

It is my responsibility to examine the accounts under section 145 of the Act, to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 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 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 Charity 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:

- a. 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 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave not been met; or
- b. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: \_\_\_\_\_



Date: \_\_\_\_\_

28/4/25

TC Jenkins

82 High Street, Marshfield, Chippenham, SN14 8LS

# Marshfield Community Centre Association Report and Accounts for the year ending 31 August 2025

## Charity information

Registered charity number: 297306

Address: Marshfield Community Centre  
Chippenham Road  
Marshfield  
Chippenham  
SN14 8NZ

Holding Trustees: Mrs C Eden  
Mr J Brookes  
Mr G Greenwood  
Mr G Snell

Charity Trustees: Ms K Mumgaard (Chair)  
Mr O Brason (Vice-Chair)  
Mrs A Colbourne (Treasurer)  
Mrs A Blake (Representative for Marshfield Pre-School)  
Mrs D Brooks (Representative for Marshfield Community Friends)  
Mrs J Brason (Representative for Marshfield & Cold Ashton WI)  
Mrs J Spence (Representative for Marshfield Baby & Toddler Group)  
Mr D Colbourne (Representative for Marshfield Players)  
Mr T Davis (Representative for Marshfield Short Mat Bowls Club)  
Mrs J Christie (Representative for Friday Lunch Club)  
Mr M Phillips

Independent examiner: Mr T Jenkins

As at 31 August 2025, Mr G Snell has returned to the role of a Holding Trustee. Mrs V Hanifin acts as Meetings secretary. Mrs C Lavis acts as Bookings Secretary. Marshfield Community Friends was established as a Section of the Association on 1 June 2024. The other organisations listed above are Affiliated Groups, but are otherwise independent of the Association.

## Structure, Governance and Trustees

The Association is an unincorporated charity. The Association's governing document is its Constitution, dated 27 July 1989.

The main object of the Association is to establish, maintain and manage a Community Centre for the benefit of residents of Marshfield and surrounding areas.

The following are entitled to become Members of the Association who would be entitled to one vote each at General Meetings: adults living in the Association's area of benefit; Affiliated Groups; Sections; Statutory Authorities in or near to the Association's area of benefit.

The Holding Trustees are the individuals in whom legal title to the Community Centre property and building is vested. The Charity Trustees are the members of the General Committee ("the Committee"). The Charity Trustees are responsible for managing the Community Centre in order to meet the Association's objects. They do this by making available for hire four different communal spaces – internal and outdoor areas dedicated to Marshfield Pre-School, a large sports and events hall, a smaller hall and a kitchen.

In their management of the Community Centre the Charity Trustees have regard to the Charity Commission's guidance on public benefit.

Law applicable to charities in England and Wales also requires the Charity Trustees to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

The Charity Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and ensure that the financial statements comply with Part 8 of the Charities Act 2011. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention of fraud and breaches of laws and regulations.

### **Activities during the year**

The Charity Trustees are pleased to report that the relatively low usage levels at the start of 2023/24 increased significantly over that year and have continued to increase into 2024/25. During 2024/25, Marshfield Community Friends (MCF) successfully received another grant funded by South Gloucestershire to provide warm spaces and social activities. All the organisations listed above use the Community Centre regularly. Other activities in the Centre include local charity events, elections, vaccination clinics, Pilates, Yoga and Line Dancing. The number of private bookings has continued to increase. We thank Marshfield Community Friends (MCF), all Affiliated organisations, and all other users for their continued support.

As well as the provision of communal spaces, the Community Centre itself ran a successful Christmas ball, another Boules Day in July and Breakfasts in August. Fundraising events, donations and grants account for nearly 80% of the surplus.

### **Overview of finances**

The Charity Trustees are aware that, as the building is over 30 years old, significant repairs will continue to be required in the future. Their long-term policy is that part of the Association's reserves is designated as being available to improve and maintain the Community Centre, for the benefit of all current and future users, provided that the remaining free reserves amount to at least 60% of expected annual expenditure.

In 2024/25 rental income exceeded expenditure by £1,639.62, down from £3,070.84 in 23/24. After taking into account the reserve of £4,001.58 held for Marshfield Community Friends and the retained free reserve of £17,000.00, the reserve held for improvements and major maintenance projects amounted to £79,042.74. As at 31 August 2025, the free reserves amounted to 61.1% of the previous year's running costs.

### **Two-year review**

In July 2023 the Charity Trustees commenced a two-year review of the Association's governance and business, prompted by the difficulties in recruiting and retaining Trustees and financial projections that indicated the Association would experience very significant operational deficits within 2-3 years. Most of the first year of this review involved extensive consultation with residents and community organisations in Marshfield and surrounding areas.

In the second year of the review plans for the Centre's future have been developed and proposed, and consultation is still taking place particularly in relation to the expansion of Pre-School usage. The Association's finances have improved to the extent that no operational deficit is projected in 2025/26. However, it should be noted that the Community Centre is reliant on fundraising and that there is a need for hire charges to keep pace with inflation as running costs have increased by 19.3% over the year.

**MARSHFIELD COMMUNITY CENTRE ASSOCIATION  
RECEIPTS AND PAYMENTS ACCOUNT  
ACCOUNTS FOR PERIOD TO 31 AUGUST 2025**

<b>General Fund</b>	<b>Year to 31 August 2025 £</b>	<b>Year to 31 August 2024 £</b>
<b>Receipts</b>		
Donations and Grants	10,452.46	£7,033.96
Fundraising events	16,761.08	£3,425.79
<b>Total voluntary sources</b>	<b>27,213.54</b>	<b>10,459.75</b>
Pre-school Rent	5,199.96	5,199.96
Pre-school Energy Bill Payments	2,267.83	2,558.24
Affiliation fees	350.00	579.80
Discounted affiliate members fees received	10,196.61	11,385.46
Full rate fees received	11,466.63	6,691.50
<b>Total trading activities</b>	<b>29,481.03</b>	<b>26,414.96</b>
Interest received	2,107.37	512.29
<b>Total income from assets</b>	<b>2,107.37</b>	512.29
Feed in Tariff	2,694.01	3062.87
Miscellaneous income	523.19	£615.00
<b>Total miscellaneous receipts</b>	<b>3,217.20</b>	<b>3,677.87</b>
<b>Total receipts for the year</b>	<b>62,019.14</b>	<b>41,064.87</b>
<b>Payments</b>		
Fundraising events	10,988.88	466.52
Grant Expenditure (direct costs)	0.00	0.00
<b>Total cost of fund raising events</b>	<b>10,988.88</b>	<b>466.52</b>
Heat, light and other power	6,359.72	5,189.82
Water and rates	2,040.72	1,348.68
Insurance	1,360.07	1,305.13
Cleaning and Gardening	4,698.21	3,696.89
Repairs & maintenance	9,111.39	9,356.58
Website, broadband, advertising and booking costs	3,073.80	2,426.02
Bank Charge	70.44	
Miscellaneous payments	1,127.06	21.00
<b>Total Running Costs</b>	<b>27,841.41</b>	<b>£23,344.12</b>
<b>Total cost of Community Centre</b>	<b>38,830.29</b>	<b>23,810.64</b>
Additions to Equipment	2,876.00	1,038.99
Major Renewals/Improvements	0.00	0.00
<b>Total cost of improvements</b>	<b>2,876.00</b>	<b>1,038.99</b>
<b>Total payments for the year</b>	<b>41,706.29</b>	<b>24,849.63</b>
<b>Excess of receipts over payments</b>	<b>20,312.85</b>	<b>16,215.24</b>
Cash balance at start of year	79,731.47	<b>63,516.23</b>
<b>Cash balance at end of year</b>	<b>100,044.32</b>	79,731.47

# Statement of assets for year ended 31 August 2025

	31-Aug-25 £	31-Aug-24 £
<b>Cash balances carried forward</b>		
Lloyds Current Account 00144377	5,234.50	7,392.36
Lloyds Savings Account 07589978	33,254.29	45,135.47
Lloyds Current Account 4652560	87.33	130.00
Lloyds 95 Day Savings Account MCCGB00000	61,468.20	27,073.64
Cash	0.00	-
<b>Total cash balances</b>	<b>100,044.32</b>	<b>79,731.47</b>
<b>Liabilities due for payment</b>	<b>0</b>	<b>0</b>
<b>Future and contingent liabilities</b>	<b>0</b>	<b>0</b>
<b>Non-monetary assets held as investments</b>	<b>0</b>	<b>0</b>
<b>Non monetary assets held for charity's own use</b>		
Freehold land and buildings at cost	521,592	521,592
Equipment at cost	44,946	42,123
	<b>566,538</b>	<b>563,715</b>

## Notes to Accounts

### Note 1 Summary

	2024/2025 £	2023/2024 £
<b>Excess of rental income over expenditure</b>	<b>1,639.62</b>	<b>3,070.84</b>
Feed in Tarrif	2,694.01	3,062.87
Net receipts from fundraising events	5,772.20	2,959.27
NET Donations/grants	10,452.46	7,033.96
Interest received	2,107.37	512.29
Net cost of improvements	(2,876.00)	(1,038.99)
Misc Income	523.19	615.00
<b>Total</b>	<b>20,312.85</b>	<b>16,215.24</b>

### Note 2 – Cash balances

As at 31 Aug 2025, the charity trustees determined that the total cash balances be allocated as follows:

General reserve	£25,000.00
Designated fund for MCF	£4,001.58
Designated fund for major projects (building improvements and maintenance)	£71,042.74
<b>Total</b>	<b>£100,044.32</b>

### Note 3 Repairs & maintenance

	2024/2025 £	2023/2024 £
Heating and plumbing repairs	144.00	1,062.18
Fire safety repairs	870.30	1,658.64
Lighting and other electrical	5,208.00	102.00
External repairs	1,658.67	5,932.80
Internal repairs	748.87	600.96
Other Maintenance	248.15	-
<b>Total</b>	<b>8,877.99</b>	<b>9,356.58</b>

**Note 4 - Insured Items**

Current Insured Value as per Insurance Schedule	1,507,302.60
Outdoor bowling rink insured value	

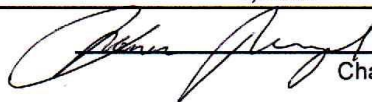
**Note 5 Grants / Donation income**

	2024/2025 £	2023/2024 £
<b>Grants</b>		
Warm Spaces (Dec, Jan and Feb)- Grant income	-	1,000.00
Spring Warm Spaces - Grant income	-	-
Marshfield Community Friends Grant to April 2025	6,000.00	5,500.00
<b>Grant Total</b>	<b>6,000.00</b>	<b>6,500.00</b>
Expenditure from MCF's grant (Hall hire & supplies for warm spaces & activities £4,891, Hall hire & supplies movies £516, Hearing Loop £1,554)	6,961.00	
<b>Donations</b>		
Equipment Donations	80.00	75.00
Donation for locks	2,800.00	-
Marshfield Community Friends	930.30	208.00
Private Donations	10.99	9.89
Defib	100.00	-
Library	31.17	188.07
Donation for grounds maintenance	500.00	-
WI Harvest Supper	-	53.00
<b>Donation Total</b>	<b>4,452.46</b>	<b>533.96</b>
<b>Grant and Donations Total</b>	<b>10,452.46</b>	<b>7,033.96</b>

**Note 6 Fundraising Profit**

	2024/2025 £	2023/2024 £
Marshfield Boules Day	666.87	842.66
Marshfield Cinemas	1,136.40	874.00
WI Quiz Fundraiser	600.00	500.00
Christmas Ball	2,668.87	-
General fundraising	-	-
Marshfield Breakfasts	700.06	742.61
<b>Total</b>	<b>5,772.20</b>	<b>2,959.27</b>

Signed for the Charity Trustees:

  
Chairperson

Approved on behalf of the Holding Trustees:

  
Trustee

Date:

1 / 12 / 25

## Independent examiner's report to the Charity Trustees

I report on the accounts of the Association for the year ended 31 August 2025, which are set out on pages 1 to 4.

### Respective responsibilities of trustees and examiner

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

It is my responsibility to examine the accounts under section 145 of the Act, to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 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 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 Charity 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:

- a. 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 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave not been met; or
- b. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: \_\_\_\_\_



Date: \_\_\_\_\_

28/4/25

TC Jenkins

82 High Street, Marshfield, Chippenham, SN14 8LS

**MARSHFIELD COMMUNITY CENTRE ASSOCIATION**

England & Wales - Charity number 297306

---

# Accounts

---

# **Marshfield Community Centre Association Report and Accounts for the year ending 31 August 2024**

## **Charity information**

Registered charity number: 297306

Address: Marshfield Community Centre  
Chippenham Road  
Marshfield  
Chippenham  
SN14 8NZ

Holding Trustees: Mrs C Eden  
Mr J Brookes  
Mr G Greenwood

Charity Trustees: Mr G Snell (Chairperson)  
Mr O Brason (Vice-Chair)  
Mrs A Gent (Treasurer)  
Mrs A Blake (Representative for Marshfield Pre-School)  
Mrs D Brooks (Representative for Marshfield Community Friends)  
Mrs A Colbourne (Representative for Marshfield & Cold Ashton WI)  
Mrs J Spence (Representative for Marshfield Baby & Toddler Group)  
Mr D Colbourne (Representative for Marshfield Players)  
Mr T Davis (Representative for Marshfield Short Mat Bowls Club)  
Mrs J Christie (Representative for Friday Lunch Club)  
Mrs J Kitts (Representative for Yoga)  
Mr M Phillips

Independent examiner: Mr T Jenkins

As at 31 August 2024 the post of Meetings Secretary was vacant. During the 2-year review of the Association's future Mr G Snell's role as a Holding Trustee is suspended whilst he acts as Chairperson. Mrs C Lavis acts as Bookings Secretary. Marshfield Community Friends was established as a Section of the Association on 1 June 2024. The other organisations listed above are Affiliated Groups, but are otherwise independent of the Association.

## **Structure, Governance and Trustees**

The Association is an unincorporated charity. The Association's governing document is its Constitution, dated 27 July 1989.

The main object of the Association is to establish, maintain and manage a Community Centre for the benefit of residents of Marshfield and surrounding areas.

The following are entitled to become Members of the Association who would be entitled to one vote each at General Meetings: adults living in the Association's area of benefit; Affiliated Groups; Sections; Statutory Authorities in or near to the Association's area of benefit.

The Holding Trustees are the individuals in whom legal title to the Community Centre property and building is vested. The Charity Trustees are the members of the General Committee ("the Committee"). The Charity Trustees are responsible for managing the Community Centre in order to meet the Association's objects. They do this by making available for hire four different communal spaces – internal and outdoor areas dedicated to Marshfield Pre-School, a large sports and events hall, a smaller hall and a kitchen.

In their management of the Community Centre the Charity Trustees have regard to the Charity Commission's guidance on public benefit.

Law applicable to charities in England and Wales also requires the Charity Trustees to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

The Charity Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and ensure that the financial statements comply with Part 8 of the Charities Act 2011. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention of fraud and breaches of laws and regulations.

### **Activities during the year**

The Charity Trustees are pleased to report that the relatively low usage levels at the start of 2023/24 increased significantly over the year and are continuing to increase into 2024/25. During 2023/24 a new section of the Association was established (Marshfield Community Friends), grant funded by South Gloucestershire to provide warm spaces and social activities. All the organisations listed above use the Community Centre regularly. Other activities in the Centre include local charity events, elections, vaccination clinics, Zumba and Line Dancing. The number of private bookings has also increased. We thank Marshfield Community Friends, all Affiliated organisations, and all other users for their continued support.

As well as the provision of communal spaces, the Community Centre itself ran a successful Boules Day in July 2024.

### **Overview of finances**

The Charity Trustees are aware that, as the building is over 30 years old, significant repairs will continue to be required in the future. Their long-term policy is that part of the Association's reserves are designated as being available to improve and maintain the Community Centre, for the benefit of all current and future users, provided that the remaining free reserves amount to at least 60% of expected annual expenditure.

In 2023/24 rental income exceeded expenditure by £3,070.84. This outcome was more favourable than expected, due mainly to the increases in usage of the Centre as noted above. After taking into account the reserve of £4,962.00 held for Marshfield Community Friends and the retained free reserve of £15,000.00, the reserve held for improvements and major maintenance projects amounted to £59,769.47. As at 31 August 2024 the free reserves amounted to 64.3% of the previous year's expenditure.

### **Two-year review**

In July 2023 the Charity Trustees commenced a two-year review of the Association's governance and business, prompted by the difficulties in recruiting and retaining Trustees and financial projections that indicated the Association would experience very significant operational deficits within 2-3 years. Most of the first year of this review involved extensive consultation with residents and community organisations in Marshfield and surrounding areas.

In the second year of the review plans for the Centre's future will be developed and proposed, and further consultation will take place. However in the meantime the Association's finances have improved to the extent that no operational deficit is projected in 2024/25 or 2025/26. This financial outcome has reduced the urgency, but not the importance, of the review.

**MARSHFIELD COMMUNITY CENTRE ASSOCIATION  
RECEIPTS AND PAYMENTS ACCOUNT  
ACCOUNTS FOR PERIOD TO 31 AUGUST 2024**

<b>General Fund</b>	<b>Year to 31 August 2024</b>	<b>Year to 31 August 2023</b>
	<b>£</b>	<b>£</b>
<b>Receipts</b>		
Donations and Grants	7,033.96	£12,315.93
Fundraising events	3,425.79	£1,267.56
<b>Total voluntary sources</b>	<b>10,459.75</b>	<b>13,583.49</b>
Pre-school Rent	5,199.96	6,999.96
Pre-school Energy Bill Payments	2,558.24	
Affiliation fees	579.80	450.00
Discounted affiliate members fees received	11,385.46	17,114.81
Full rate fees received	6,691.50	
<b>Total trading activities</b>	<b>26,414.96</b>	<b>24,564.77</b>
Interest received	512.29	63.44
<b>Total income from assets</b>	<b>512.29</b>	<b>63.44</b>
Feed in Tariff	3,062.87	2075.11
Miscellaneous income	615.00	£0.00
<b>Total miscellaneous receipts</b>	<b>3,677.87</b>	<b>2,075.11</b>
<b>Total receipts for the year</b>	<b>41,064.87</b>	<b>40,286.81</b>
<b>Payments</b>		
Fundraising events	466.52	556.35
Grant Expenditure (direct costs)	0.00	
<b>Total cost of fund raising events</b>	<b>466.52</b>	<b>556.35</b>
Heat, light and other power	5,189.82	5,066.12
Water and rates	1,348.68	1,043.97
Insurance	1,305.13	1,695.58
Cleaning and Gardening	3,696.89	4,661.33
Repairs & maintenance	9,356.58	8,416.87
Website, broadband, advertising and booking costs	2,426.02	2,050.00
Miscellaneous payments	21.00	265.33
<b>Total Running Costs</b>	<b>23,344.12</b>	<b>£23,199.20</b>
<b>Total cost of Community Centre</b>	<b>23,810.64</b>	<b>23,755.55</b>
Additions to Equipment	1,038.99	2,111.15
Major Renewals/Improvements	0.00	25,634.72
<b>Total cost of improvements</b>	<b>1,038.99</b>	<b>27,745.87</b>
<b>Total payments for the year</b>	<b>24,849.63</b>	<b>51,501.42</b>
<b>Excess of receipts over payments</b>	<b>16,215.24</b>	
<b>Excess of payments over receipts</b>		<b>(11,214.61)</b>
Cash balance at start of year	63,516.23	74,730.84
<b>Cash balance at end of year</b>	<b>79,731.47</b>	<b>63,516.23</b>

## Statement of assets for year ended 31 August 2024

	31-Aug-24 £	31-Aug-23 £
<b>Cash balances carried forward</b>		
Lloyds Current Account 00144377	7,392.36	11,889.52
Lloyds Savings Account 07589978	45,135.47	24,506.60
Lloyds Current Account 4652560	130.00	27,120.11
Lloyds 95 Day Savings Account MCCGB00000	27,073.64	
Cash	0.00	-
<b>Total cash balances</b>	<b>79,731.47</b>	<b>63,516.23</b>
<b>Liabilities due for payment</b>	<b>0</b>	<b>0</b>
<b>Future and contingent liabilities</b>	<b>0</b>	<b>0</b>
<b>Non-monetary assets held as investments</b>	<b>0</b>	<b>0</b>
<b>Non monetary assets held for charity's own use</b>		
Freehold land and buildings at cost	521,592	521,592
Equipment at cost	42,123	43,031
	<b>563,715</b>	<b>564,623</b>

## Notes to the accounts

### Note 1 Summary

	2023/2024 £	2022/2023 £
Excess of rental income over expenditure	3,070.84	1,365.57
Feed in tariff	3,062.87	2,075.11
Net receipts from fundraising events	2,959.27	711.21
Net donations/grants	7,033.96	12,315.93
Interest received	512.29	63.44
Net cost of improvements	(1,038.99)	(27,745.87)
Miscellaneous payments	615.00	
<b>Total</b>	<b>16,215.24</b>	<b>(11,214.61)</b>

### Note 2 – Cash balances

As at 31 Aug 2024, the charity trustees determined that the total cash balances be allocated as follows:

General reserve £15,000.00

Designated fund for Marshfield Community Friends £4,962.00

Designated fund for major projects (building improvements and maintenance) £59,769.47

### Note 3 Repairs & maintenance

	2023/2024 £	2022/2023 £
Heating and plumbing repairs	1,062.18	3,409.47
Fire safety repairs	1,658.64	1,699.20
Lighting and other electrical	102.00	204.00
External repairs	5,932.80	1,831.60
Internal repairs	600.96	826.60
Other maintenance	-	446.00
<b>Total</b>	<b>9,356.58</b>	<b>8,416.87</b>

**Note 4 - Insured Items**

Current insured value as per insurance schedule	1,435,526	1,335,373
Outdoor bowling rink insured value	41,243	38,366

**Note 5 Grants / Donation income**

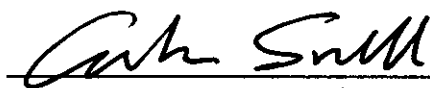
Grants	2023/2024	2022/2023
	£	£
Rotork Grant	-	250.00
Warm Spaces (Dec, Jan and Feb)- Grant income	1,000.00	2,815.00
Spring Warm Spaces - Grant income	-	1,000.00
Marshfield Community Friends Grant to April 2025	5,500.00	
BVD Grant	-	313.60
<b>Grant Total</b>	<b>6,500.00</b>	<b>4,378.60</b>

Donations		
Equipment Donations	75.00	50.00
Donation Boxes	-	51.39
Marshfield Community Friends	208.00	-
Private Donations	9.89	-
Inheritance	-	7,488.22
Library	188.07	197.72
Compost donation for green energy	-	150.00
WI Harvest Supper	53.00	
Private Donations		
<b>Donation Total</b>	<b>533.96</b>	<b>7,937.33</b>
<b>Grant and Donations Total</b>	<b>7,033.96</b>	<b>12,315.93</b>


**Note 6 Fundraising Profit**

	2023/2024	2022/2023
	£	£
Dona Subscription		(105.00)
Marshfield Boules Day	842.66	
Marshfield Ice Cream	-	(103.40)
Marshfield Cinemas	874.00	629.61
WI Quiz Fundraiser	500.00	250.00
Barn Dance	-	120.00
Thank you to helpers	-	(80.00)
Marshfield Breakfasts	742.61	
<b>Total</b>	<b>2,959.27</b>	<b>711.21</b>

Signed for the Charity Trustees:

  
Chairperson

Approved on behalf of the Holding Trustees:

  
Trustee

Date:

09-01-25

## Independent examiner's report to the Charity Trustees

I report on the accounts of the Association for the year ended 31 August 2024, which are set out on pages 1 to 4.

### Respective responsibilities of trustees and examiner

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

It is my responsibility to examine the accounts under section 145 of the Act, to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 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 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 Charity 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:

- a. 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 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave not been met; or
- b. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

4/1/25

TC Jenkins  
82 High Street, Marshfield, Chippenham, SN14 8LS

**MARSHFIELD COMMUNITY CENTRE ASSOCIATION**

England & Wales - Charity number 297306

---

# Accounts

---

# **Marshfield Community Centre Association Report and Accounts for the year ending 31 August 2023**

## **Charity information**

Registered charity number: 297306

Address: Marshfield Community Centre  
Chippenham Road  
Marshfield  
Chippenham  
SN14 8NZ

Trustees for the Charity: Mrs C Eden  
Mr J Brookes  
Mr G Greenwood  
Mr G Snell (Temporarily stood down to Chair trustees)

Charity Trustees: Mr G Snell (Chairperson)  
Mrs A Gent (Treasurer)  
Mr O Brason (Vice Chairperson)  
Ms V Laidler (Secretary)  
Ms K Barrow (Bookings Secretary)

Affiliated Groups Marshfield Scout and Cub Group  
Marshfield & Cold Ashton WI  
Marshfield Baby & Toddler Group  
Marshfield Players  
Marshfield Pre-School  
Marshfield Short Mat Bowls Club  
Marshfield Friday Lunch Club  
Jo Kitts Yoga  
Jolanthe Zumba

Independent examiner: Mr T Jenkins

## **Objects of the Association**

The main object of the Association is to establish, maintain and manage a Community Centre for the Parish of Marshfield.

## **Members of the Association**

The following are entitled to become Members of the Association who would be entitled to one vote each at General Meetings: adults living in the Association's area of benefit; Affiliated Groups; Statutory Authorities in or near to the Association's area of benefit.

## **Trustees' responsibilities**

The Trustees for the Charity ("the Trustees") are the individuals in whom legal title to the Community Centre property and building is vested. The Charity Trustees are the officers of the General Committee ("the Committee").

Law applicable to charities in England and Wales requires the Charity Trustees to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

The Charity Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and ensure that the financial

statements comply with Part 8 of the Charities Act 2011. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention of fraud and breaches of laws and regulations.

### **Activities during the year**

From the 1<sup>st</sup> September 2022 to the 31<sup>st</sup> August 2023, the following activities took place at Marshfield Community Centre.

#### **Affiliated Member bookings**

Affiliated member bookings make up the basis of our regular bookings and are as follows:

**Zumba Gold and Yoga** are our only remaining commercial bookings that currently are still benefiting from the affiliate programme. Both cater to the older generations in Marshfield and have been successfully hosting at the community centre for several years. A new session of chair yoga was introduced in 2022 as part of the "Warm Spaces" government grant and due to the continued demand for this session, the session has continued as an affiliated regular booking.

**Short Mat Bowls (SMB)** is now our largest affiliated booking. The two groups, one during the afternoon and one in the evening, cater for the same age group but the afternoon group tends to come from further afield including as far away as Bristol. SMB is a perfect example of how the affiliation structure works. SMB's always have volunteers to help with working parties or fundraisers and a representative is always present at the committee meetings.

**Marshfield Toddler Group**, this group over the past few years has declined from three bookings a week to just one. Originally run by the parents for parents and run as a committee managed charity, it is now struggling for volunteers and one remaining nonparent volunteer is working very hard to keep the group going.

**Marshfield Scouts/Cubs**, again this group is struggling to get parent volunteers. The bookings although regular are now only in the winter months when the activities can not be hosted outdoors. Again, this has gone from a booking of 1.5 hours per week to just half an hour seasonally.

**Marshfield WI**, another traditional affiliated group that honours the affiliate structure wonderfully. The WI hold their monthly meeting at the community centre, which we appreciate as there are many options available in the village, including a member's home, we are sure; Yet they continue to support the community centre. The WI also hosts an annual Quiz at the community centre and donate all proceeds to the centre also. Thank you.

**Marshfield school of Dancing**, this group in its hay day was one of our greatest assets. The bookings were weekly, the school hosted amazing dance shows and the commercial dance teacher was a fantastic member of our team. A reduced programme of dance classes was offered during this financial year but have ended for good at the end of the summer term 2023. This is a great loss, and we wish Rachel well with her future career.

**Badminton**, there were a few badminton sessions at the beginning of this year, it has now however ceased to run. The badminton club was not originally an affiliated club, it was instead a group of locals who wanted to use the centre on an ad hoc basis on Tuesday evenings, it became however a regular booking, that would not move for official bookings and it was negotiated that to continue and to hold the spot they must pay either the full commercial rate or become affiliated to get a discounted rate (which was about the same that the volunteers donated anyway). This worked for about 2 years until the number of attendees declined to the point where even the affiliated rate became too expensive to share out amongst the attendees.

**Marshfield pre-school** is our long-term tenant. They manage and run their own self-contained unit, which the community centre owns but leases back to them for a nominal amount, set to cover the cost of hosting the pre-school and maintain the property in which it sits. The pre-school just like any other user is also an affiliated member so that they can hire our halls whenever they need the extra space. The pre-school over the years has fluctuated from our number one hall hirer to more recently contracting to minimal bookings over the year. Within this financial year the pre-school has its weekly stepping stones session (which is included in their rental agreement), their nativity play in the large hall and the odd wet day ad hoc booking. Marshfield pre-school runs a holiday club for up to 11-year-olds and it is hoped with more parents now working, this will increase in popularity, which would in turn mean that pre-school would need to book extra space for the older children, benefiting the community centre in the future. As with our other long term affiliate members pre-school staff, and particularly the pre-school manager Amanda, supports the committee and honours the affiliate programme.

**Marshfield Friday Lunch Club**, as the name suggests this is a new session held on Friday lunch times to help socialise and feed the older generation in the village. Again, this new affiliate group is contributing to the affiliate programme as designed.

Finally, **Marshfield Players (Players)**, this group has maintained their annual affiliate fee, in order to maintain their relationship with Marshfield Community Centre. Their dedicated member David is an invaluable volunteer and great help to the community centre. Players has not hosted a play at the community centre for several years. This year the players were set to close their society for good again for the lack of interest and volunteers. There has been a last-minute reprieve and the first production in years is set to be hosted at Marshfield Community Centre in December 2023. We wish this endeavour well.

#### **Community bookings.**

Since 2019 we have been trialling two community sessions, that are run by volunteers under the umbrella of the community centre, these sessions are not paying rent and rely on the end users donating and the volunteers securing enough grants to cover their costs and help towards maintaining the community centre. Both sessions this year have helped secure the “Warm Spaces” grant, so have achieved this remit.

Marshfield Community Library, this was set up as the first community library of its kind in South Gloucestershire. It runs every other Thursday afternoon in the foyer and is open to anyone. It has 50 active members, and 400 books were checked out in the year. There is also a book exchange on offer, with a small donation as an option for taking out a book. It is also a valuable social outreach programme for the older and lonelier occupants of Marshfield. During the winter of 2022-2023, the library also hosted the “warm spaces” community café, essential for some to get warm during the energy crisis brought on by the war in Ukraine.

Marshfield Community Cinema, this is another donation only session run by volunteers for the community. Its popularity it seems is dependent on the film. Again, during the winter of 2022-2023, this session was subsidized by the “warm spaces” grant.

#### **Commercial bookings.**

This financial year saw many non-affiliated bookings, these included the annual Cancer Research UK Christmas fair, the Marshfield allotments potato sale day, May 2023 elections, NHS blood services, Covid vaccination clinics, Chippenham Wheelers event, winter sports bookings (football and cricket), 12 private parties and one wedding.

**Management structure changes:**

The AGM was held in February 2023, where the 2022 accounts were signed off and the new committee was signed up.

Dawn Brooks stepped down as chairperson and we offer our thanks for all her hard work, during the pandemic when extremely difficult measures needed to be put in place to allow the centre to re-open.

We had two new volunteers step up, one as chairperson and Victoria Laidler as secretary. Unfortunately, within 3 weeks of being in role, the new chairperson stood down with immediate effect.

The remaining officers acted straight away to address the issues that had come to light within this 3-week period. It had become evident that the community centre has become highly reliant on grants and that future regular usage (with notice given by key regular users), was forecast to dramatically decline, to the point where the centre is only booked on average for 7% of the time it is available to hire. In addition to this, the affiliate programme is not always beneficial to the management committee and a large proportion of the workload is stretched between an ever-decreasing number of volunteers. The move away in society from community run to commercially paid for sessions, means that the expectations of the local community and therefore our users is not aligned to the original ethos of the centre. The chairperson role had inadvertently become a business development role and was too much pressure for a volunteer.

The trustees called a meeting of the Custodian Trustees, and it was agreed that Graham Snell would temporarily step down as a custodian trustee to take the chairperson role and lead us into a 2-year review of how Marshfield Community Centre can best service the residents of Marshfield, whilst also ensuring the future of the building and the very successful tenant – Marshfield Pre-school.

**Changes to the fabric of the building:**

During this financial year and before the review was started, the small hall was refurbished using grant money and held reserves. The committee installed remote thermostats to monitor heating use and costs and to be able to control from anywhere at their convenience. The gas meter to separate pre-school consumption from that of the main centre was also installed.

**General update:**

These accounts cover Sept 2022 to August 2023. Although these accounts show a profit on the day to day running of the community centre, the centre is facing a future decline in use, as well as facing difficulty in fulfilling the volunteer roles required to manage the charity. With less users comes less volunteers.

Marshfield community centre is a venue for hire, not a staffed leisure centre or social club. Marshfield is also a charity with the building maintained by a committee of volunteers, it is not a government run, managed, staffed, or funded community centre. If there are less people or groups in Marshfield willing to hire the hall to run sessions, then there is less on offer for the community at large.

The past few years have been heavily subsidised by government grants. Some of these such as the "Warm Spaces" initiative relied on volunteers willing not only to apply for the funds, but willing to run sessions for the end user.

Due to the sudden resignation of our chair and the need to review the future business model the Boules day was not held this year.

## Overview of finances

The Committee and the Trustees are aware that, as the building is 30 years old, significant repairs will continue to be required in the future. Their long-term policy is that part of the General Fund may continue to be spent to improve and maintain the Community Centre, for the benefit of all current and future users, if reserves amounting to at least 60% of annual expenditure are retained in the General Fund (£14,253)

In 2022/2023, rental income increased 7% to £17,114.81, taking us back to pre-pandemic levels. It is worth noting that receipts over expenses (see note 1), shows that the community centre increased its profit on the day-to-day business to £3440.68. Please note however that this also includes Feed in Tariff of £2075.11 for the solar panels and we received a VAT return of £543.80 on our gas bill from 2021-2022.

In addition to fee income, we also benefited from "warm spaces" grants, as the grants were to run sessions and therefore technically a "hall hire fee income", we could fairly argue that an additional profit of £3815 could be added to the day-to-day profit figure. We would like to thank Dawn Brooks and Anne Rouse for obtaining the funds and running the sessions.

We also were the recipients of a legacy donation from Michael Pullins estate, for which we are honoured and grateful.

Running costs have maintained at a high level; The breakdown of cost is summarised as follows:

1. Heat, light, and other power. Electricity costs reduced this year due to a new lower price per KWH and the correct 5% VAT being applied instead of 20%. Gas is showing a significant fall, however a VAT credit from last year into this year is part of this reduction (£543.80 refunded). Heating and Plumbing repairs however are significantly up due to the major service of the heating system (£1852.13) and the replacement of the broken hot water system in the kitchen (£1158).
2. The next most significant cost is repairs & maintenance and equipment. With the aging building we are expecting repair bills to continue to be high. Outside of the heating repairs, Fire safety and external repairs increased dramatically this year.
3. This is the second year where a full year's cost of the booking secretary role has been accounted for. This role is essential not only for maintaining the bookings calendar but also for the bookkeeping services of chasing overdue invoices. The bookkeeper is also the front of house contact for all our users and deals with emails and complaints as a first point of call. The annual cost for this role is £1440. If bookings continue to decline, we may need to reassess this paid role.
4. Caretaking, gardening, and cleaning has once again increased. This is primarily all cleaner costs, when busy we contracted a cleaner for more hours to manage the cleaning of a busy hall, then the pandemic hit, and cleaning became essential as part of the covid regulations, so we maintained the cleaning contractors' hours. This year the hourly rate increased by £2 an hour. All resulting in a high cleaning bill. Traditionally the centre is a hire hall only with users needing to clean before they leave. This is something we have reviewed and will put back in place for 2023-2024.

General Fund	Year to	Year to
	31 August 2023	31 August 2022
	£	£
<b>Receipts</b>		
Donations and Grants	12,315.93	£19,882.88
Fundraising events	1,267.56	£7,924.16
<b>Total voluntary sources</b>	<b>13,583.49</b>	<b>27,807.04</b>
Pre-school Rent	6,999.96	6,309.04
Affiliation fees	450.00	450.00
Fees received	17,114.81	16,010.74
<b>Total trading activities</b>	<b>24,564.77</b>	<b>22,769.78</b>
Interest received	63.44	1.57
<b>Total income from assets</b>	<b>63.44</b>	<b>1.57</b>
Feed in Tariff	2,075.11	£1,993.02
Miscellaneous income	0.00	838.50
<b>Total miscellaneous receipts</b>	<b>2,075.11</b>	<b>2,831.52</b>
<b>Total receipts for the year</b>	<b>40,286.81</b>	<b>53,409.91</b>
	0.00	
<b>Payments</b>		
Fundraising events	556.35	4,986.52
<b>Total cost of fund raising events</b>	<b>556.35</b>	<b>4,986.52</b>
Heat, light and other power	5,066.12	7,328.32
Water and rates	1,043.97	2,136.97
Insurance	1,695.58	2,853.98
Caretaking, gardening, & cleaning	4,661.33	4,071.76
Repairs & maintenance and equipment	8,416.87	4,887.86
Website, broadband, advertising and booking costs	2,050.00	£1,778.40
Miscellaneous payments	265.33	2,400.00
<b>Total Running Costs</b>	<b>23,199.20</b>	<b>25,457.29</b>
<b>Total cost of Community Centre</b>	<b>23,755.55</b>	<b>30,443.81</b>
Additions to Equipment	2,111.15	2,934.02
Major Renewals/Improvements	25,634.72	0.00
<b>Total cost of improvements</b>	<b>27,745.87</b>	<b>2,934.02</b>
<b>Total payments for the year</b>	<b>51,501.42</b>	<b>33,377.83</b>
<b>Excess of payments over receipts</b>	<b>-11,214.61</b>	<b>20,032.08</b>
Cash balance at start of year	74,730.84	54,698.76
<b>Cash balance at end of year</b>	<b>63,516.23</b>	<b>74,730.84</b>

### Statement of assets for year ended 31 August 2023

	General Fund 31-Aug-23 £	General Fund 31-Aug-22 £
<b>Cash balances carried forward</b>		
Treasurers Current Account	11,889.52	35,167.57
Treasurers Savings Account	24,506.60	12,443.16
Trustee Major Funds Account	27,120.00	27,120.00
Cash	0.00	-
<b>Total cash balances</b>	<b>63,516.12</b>	<b>74,730.73</b>
<b>Liabilities due for payment</b>	<b>0</b>	<b>0</b>
<b>Future and contingent liabilities</b>	<b>0</b>	<b>0</b>
<b>Non-monetary assets held as investments</b>	<b>0</b>	<b>0</b>
<b>Non monetary assets held for charity's own use</b>		
Freehold land and buildings at cost	545,574	519,940
Equipment at cost	43,031	40,920
	<b>588,605</b>	<b>560,860</b>

### Notes to the accounts

1. Activities in the year can be summarised as below:

	2022/2023 £	2021/2022 £
Excess of rental income over expenditure	3,440.68	144.01
Net receipts from fundraising events	711.21	2,937.64
NET Donations/grants	12,315.93	19,882.88
Interest received	63.44	1.57
Net cost of improvements	(27,745.87)	(2,934.02)
<b>Total</b>	<b>(11,214.61)</b>	<b>20,032.08</b>

2. Costs in relation to heat, light and power including repairs and maintenance.

	2022/2023 £	2021/2022 £
Electricity Expenditure	(3,353)	(4,162.53)
Gas Expenditure	(1,713)	(3,165.79)
Heating and Plumbing Repairs	(3,409)	(839.86)
Lighting and other electrical	(204)	(2,256.00)
<b>Total</b>	<b>(8,679.59)</b>	<b>(10,424.18)</b>

3. The breakdown of repairs was:

	2022/2023	2021/2022
	£	£
Heating and plumbing repairs	3,409.47	839.86
Fire safety repairs	1,699.20	582.00
Lighting and other electrical	204.00	2,256.00
External repairs	1,831.60	90.00
Internal repairs	826.60	-
Other Maintenance	446.00	1,120.00
<b>Total</b>	<b>8,416.87</b>	<b>4,887.86</b>

4. The cost of new equipment is as follows:

	2022/2023	2021/22
	£	£
Warm Spaces Bingo Kit	192.00	-
Marshfield Cinemas Equipment	568.18	-
Accoustics Curtains (Materials)	945.00	2,609.02
Accoustics Curtains (Labour)	-	325.00
Small Hall Curtains	352.98	
New Catering Kettle	52.99	
<b>Total</b>	<b>2,111.15</b>	<b>2,934.02</b>

5. Major renewals / Improvements are as follows:

	2022/2023	2021/22
	£	£
Small hall energy conservation improvements	22,993.68	-
Additional gas meter for pre-school billing	827.41	-
Smart heating controls	1,813.63	-
<b>Total</b>	<b>25,634.72</b>	<b>-</b>

6. Communication costs:

	2022/2023	2021/2022
	£	£
Broadband Running Costs	0.00	
Website Hosting	244.80	
Booking Secretary Role	1,440.00	1,440.00
Hallmaster Booking System	265.20	248.40
All Around Marshfield Advertising	100.00	90.00
<b>Total</b>	<b>2,050.00</b>	<b>1,778.40</b>

7. Donations and Grant Breakdown:

	2022/2023	2021/2022
	£	£
<b>Grants</b>		
Covid Grant Government	-	2,667.00
Rotork Grant	250.00	
Warm Spaces (Dec, Jan and Feb)- Grant income	2,815.00	
Spring Warm Spaces - Grant income	1,000.00	
Marshfield Parish Council - Small Hall Improvements	-	15,000.00
Grant legal expenses - electric car points	-	1,200.00
Avon and Somerset Police Grant - Boules area	-	
BVD Grant	313.60	
<b>Grant Total</b>	<b>4,378.60</b>	<b>18,867.00</b>
<b>Donations</b>		
Table Donation	50.00	
Donation Boxes	51.39	115.88
User group donations	-	50.00
Private Donations	-	850.00
Inheritance	7,488.22	
Library	197.72	
Compost donation for green energy	150.00	
<b>Donation Total</b>	<b>7,937.33</b>	<b>1,015.88</b>
<b>Grant and Donations Total</b>	<b>12,315.93</b>	<b>19,882.88</b>

8. Fundraising Profit:

	2022/2023	2021/2022
	£	£
Dona monthly subscription	(105.00)	(75)
Donation card reader hardware	-	(360)
Marshfield Ice Cream	(103.40)	(85)
Marshfield Cinemas	629.61	676.54
30th Birthday Ball	-	1,197.73
30th birthday clubs day	-	324.80
30th Music Sunday	-	77.66
Tea Dance	-	189.41
Scavenger Hunt with PTA	-	90.00
Jubilee Boules Day	-	944.06
Wl Quiz Fundraiser	250.00	
Barn Dance	120.00	
Thank you to helpers	(80.00)	(43)
<b>Total</b>	<b>711.21</b>	<b>2,937.64</b>


9. Current insured value of the community centre is £1,335,373.29

10. The other significant asset is an artificial outdoor bowling rink built in 1998, which has an insured value of £38365.78.

Signed for the Charity Trustees:

  
\_\_\_\_\_  
Treasurer

Approved on behalf of the Trustees:

  
\_\_\_\_\_  
Trustee

Date:

30/01/24

## Independent examiner's report to the Charity Trustees

I report on the accounts of the Association for the year ended 31 August 2023, which are set out on pages 1 to 9.

### Respective responsibilities of trustees and examiner

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

It is my responsibility to examine the accounts under section 145 of the Act, to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 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 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 Charity 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:

- a. 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 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave not been met; or
- b. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: \_\_\_\_\_



Date: \_\_\_\_\_

30.1.24.

TC Jenkins

82 High Street, Marshfield, Chippenham, SN14 8LS

**MARSHFIELD COMMUNITY CENTRE ASSOCIATION**

England & Wales - Charity number 297306

---

# Accounts

---

# Marshfield Community Centre Association

## Report and Accounts for the year ending 31 August 2022

### Charity information

Registered charity number: 297306

Address: Marshfield Community Centre  
Chippenham Road  
Marshfield  
Chippenham  
SN14 8NZ

Trustees for the Charity: Mrs C Eden  
Mr J Brookes  
Mr G Greenwood  
Mr G Snell

Charity Trustees: Mrs D Brooks (Chairperson)  
Mrs A Gent (Treasurer)  
Mrs K Barrow (Bookings Secretary)  
Mr O Brason (Minutes Secretary)  
Mrs L McManus  
Mrs L Wirick

Affiliated Groups Marshfield Scout and Cub Group  
Marshfield & Cold Ashton WI  
Marshfield Baby & Toddler Group  
Marshfield Library  
Marshfield Players  
Marshfield Pre-School  
Marshfield School of Dancing  
Marshfield Short Mat Bowls Club  
Jo Kitts Yoga

Independent examiner: Mr T Jenkins

### Objects of the Association

The main object of the Association is to establish, maintain and manage a Community Centre for the Parish of Marshfield.

### Members of the Association

The following are entitled to become Members of the Association who would be entitled to one vote each at General Meetings: adults living in the Association's area of benefit; Affiliated Groups; Statutory Authorities in or near to the Association's area of benefit.

## **Trustees' responsibilities**

The Trustees for the Charity ("the Trustees") are the individuals in whom legal title to the Community Centre property and building is vested. The Charity Trustees are the officers of the General Committee ("the Committee").

Law applicable to charities in England and Wales requires the Charity Trustees to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

The Charity Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and ensure that the financial statements comply with Part 8 of the Charities Act 2011. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention of fraud and breaches of laws and regulations.

## **Activities during the year**

These accounts cover Sept 2021 to August 2022. For the most part the community centre managed to return to business as normal, following on from the Covid Pandemic. Once again, the income for the community centre has been heavily shored up by grants, in particular a large grant from Marshfield Parish Council for improvements to the small hall; These improvements will be carried out in the 2022-2023 financial year.

Special mention must be made that the community centre saw it's 30<sup>th</sup> anniversary this year and a many special events took place to celebrate. The 30<sup>th</sup> Birthday Bash which saw the large hall decked in marquee and the band (Shazam), who played the first birthday event 30 years ago return.

In addition, the nation celebrated the platinum jubilee of Queen Elizabeth II, an extended bank holiday weekend enables the residents of Marshfield to celebrate throughout the village with many activities hosted by different clubs and organisations. The community centre moved the traditional July date of Marshfield Boules Day to coincide with these celebrations.

## **Management structure changes:**

The affiliation structure was maintained for 2021-2022, with concentration on reducing the commercial use of the affiliation structure and ensuring true affiliates only benefit from the discount in return for active participation in the centres management. The affiliate membership structure is still under review by the management committee.

## **Changes to the fabric of the building:**

Finally, after having funds ringfenced for acoustic works for many years, the management committee found a solution within budget, that suited all users. New acoustic curtains have been made and installed in the large hall.

## **General update:**

The main part of the Community Centre building comprises two separate halls, which are available for users to rent.

We extend out thanks to the groups that have returned to use our halls. Bath Kung Fu, Marshfield Toddler Group, Jolanthe's Zumba, Marshfield band, Joanna Kitts Yoga and Marshfield School of dancing.

The Community Centre also boasts an extension, the interior of which is managed by Marshfield Pre-School as its own dedicated space, together with dedicated gardens to the front and rear of the extension. This enables it to provide local facilities for the education and care of pre-school children. Marshfield Pre-School was responsible for raising the funds for the extension and associated gardens, in consultation with the Committee and the Trustees. The Association owns the extension and associated gardens, and leases these to Marshfield Pre-School.

The lease with Marshfield Pre-school came to end in 2020 but due to the Covid 19 outbreak, it was informally extended until after the pandemic. There has been further delay due to energy crisis, due to the delay the proposed lease needs to be reviewed again. New separate meters for gas and electric are being installed to separate out the pre-school use from the community centre to ensure that the pre-school can monitor their own use effectively and the rent can be set in accordance with the community centres real costs. The new rent and lease agreement is due to be completed by 31<sup>st</sup> August 2023.

The Association is pleased to continue to host Marshfield Community Library. This service continues to be a vital service to the community.

## Overview of finances

The Committee and the Trustees are aware that, as the building is 25 years old, significant repairs will continue to be required in the future. Their long-term policy is that part of the General Fund may continue to be spent to improve and maintain the Community Centre, for the benefit of all current and future users, if reserves amounting to at least 60% of annual expenditure are retained in the General Fund..

In 2021/2022, rental income recovered post pandemic to £16,460.74, this 95% of pre pandemic levels. It is worth noting that receipts over expenses (see note 1), shows that the community centre only made a profit of £144.01 on its day-to-day business. Please note however that this also includes Feed in Tariff of £1993.02 for the solar panels. Without this income then we would have shown a loss on the day-to-day business. Running costs have increased by over £10,000 this year and it is because of this that the profit margin is so low; The breakdown of cost increases is summarised as follows:

1. Heat, light and other power has increased by 104% - Doubling our bills from £3,584.82 to £7,328.32. I predict that with current contracts this will be roughly the same amount for 2022-2023. It is worth noting however, that our gas bill is fixed until April at the pre-energy crisis price of under 4p per KWH, the current best rate sits at over 24p per KWH. Electricity is also fixed at around 37p kwh until April but the current best rate sits at over 50p kwh. This demonstrates that if the community centre is exposed to these rates next winter, then for the financial year of September 2023 to August 2024, we will be looking at an annual bill of around £24,000. **This would lead to a running cost loss of £24,000 by next winter.**

*With the Russians waging war in Ukraine affecting the energy markets negatively and all energy costs increasing dramatically, a separate committee team has been set up to look at what investments can be made to reduce the community centres exposure to this financial threat. The resolution of this matter is urgent and needs addressing before September 2023.*

*As noted above, it is believed the pre-school accounts for a large percentage of our energy consumption and these market increases are being addressed with a review of the rental agreement and installation of separate meters to monitor real use to confirm or deny what additional costs if any needs to be passed on to the pre-school.*

2. The next most significant increase in cost is a 204% increase in our repairs & maintenance and equipment bills. It is worth noting that although this percentage increase looks high it is only 45% more than pre pandemic levels. All this additional cost has come from the legal obligation to carry out essential electrical works in the centre to meet current guidelines.
3. Water and rates also increased in this year, but this is due to the deferral of business rates for 2020-2021 into 2021-2022.
4. This is the first year where a full year's cost of the booking secretary role has been accounted for. This role is essential not only for maintaining the bookings calendar but also for the bookkeeping services of chasing overdue invoices. The bookkeeper is also the front of house contact for all our users and deals with emails and complaints as a first point of call. The annual cost for this role is £1440.
5. £2400 of miscellaneous costs refer to the legal costs of Appointment of New Custodian Trustees (£1200) and legal costs of installing the new electric charging points (£1200). Please note that the latter received a grant of £1200 (see note 6), therefore the true real cost is £1200 for these legal services.

Although a final covid grant was received in 2021-2022, the main grant of £15,000 was received recently from Marshfield Parish Council specifically for the upgrade of the small hall doors, windows, and ceiling.

The community centre benefited hugely from fundraising this year with just under £3000 being raised. Most of these funds were raised from the 30<sup>th</sup> birthday celebration and Jubilee Boules Day. Marshfield Movies, continues to supply a steady fundraising income but also a much enjoyed service for the community.

General Fund	Year to 31 August 2022 £	Year to 31 August 2021 £
<b>Receipts</b>		
Donations and Grants	19,882.88	£21,447.21
Fundraising events	7,924.16	£1,119.68
<b>Total voluntary sources</b>	<b>27,807.04</b>	<b>22,566.89</b>
Pre-school Rent	6,309.04	4,927.20
Affiliation fees	0.00	0.00
Fees received	16,460.74	3,313.00
<b>Total trading activities</b>	<b>22,769.78</b>	<b>8,240.20</b>
Interest received	1.57	1.00
<b>Total income from assets</b>	<b>1.57</b>	<b>1.00</b>
Feed in Tariff	1,993.02	£2,323.13
Miscellaneous income	0.00	168.00
<b>Total miscellaneous receipts</b>	<b>1,993.02</b>	<b>2,491.13</b>
<b>Total receipts for the year</b>	<b>52,571.41</b>	<b>33,299.22</b>
<b>Payments</b>		
Fundraising events	4,986.52	271.76
<b>Total cost of fund-raising events</b>	<b>4,986.52</b>	<b>271.76</b>
Heat, light and other power	7,328.32	3,584.82
Water and rates	1,298.47	752.70
Insurance	2,853.98	2,737.59
Caretaking, gardening, & cleaning	4,071.76	3,782.33
Repairs & maintenance and equipment	4,887.86	1,609.91
Website, broadband, advertising and booking costs	1,778.40	£1,592.50
Miscellaneous payments	2,400.00	0.00
<b>Total Running Costs</b>	<b>24,618.79</b>	<b>14,059.85</b>
<b>Total cost of Community Centre</b>	<b>29,605.31</b>	<b>14,331.61</b>
Additions to Equipment	2,934.02	2,288.67
Major Renewals/Improvements	0.00	37,139.48
<b>Total cost of improvements</b>	<b>2,934.02</b>	<b>39,428.15</b>
<b>Total payments for the year</b>	<b>32,539.33</b>	<b>53,759.76</b>
<b>Excess of payments over receipts</b>	<b>20,032.08</b>	<b>(20,460.54)</b>
Cash balance at start of year	54,698.65	75,159.19
<b>Cash balance at end of year</b>	<b>74,730.73</b>	<b>54,698.65</b>

## Statement of assets for year ended 31 August 2022

	General Fund 31-Aug-22 £	General Fund 31-Aug-21 £
<b>Cash balances carried forward</b>		
Treasurers Current Account	35,167.57	15,137.06
Treasurers Savings Account	12,443.16	12,441.59
Trustee Major Funds Account	27,120.00	27,120.00
Cash	0	0
<b>Total cash balances</b>	<b>74,730.73</b>	<b>54,698.65</b>
<b>Liabilities due for payment</b>	<b>0</b>	<b>0</b>
<b>Future and contingent liabilities</b>	<b>0</b>	<b>0</b>
<b>Non-monetary assets held as investments</b>	<b>0</b>	<b>0</b>
<b>Non monetary assets held for charity's own use</b>		
Freehold land and buildings at cost	519,940	519,940
Equipment at cost	40,920	37,986
	<b>560,860</b>	<b>557,926</b>

## Notes to the accounts

### Note 1 Summary

	2021/22 £	2020/21 £
Excess of rental income over expenditure	144.01	(3,328.52)
Net receipts from fundraising events	2,937.64	847.92
Donations/grants	19,882.88	21,447.21
Interest received	1.57	1.00
Net cost of improvements	(2,934.02)	(39,428.15)
<b>Total</b>	<b>20,032.08</b>	<b>(20,460.54)</b>

**Note 2 Communications**

	2021/2022	2020/21
	£	£
Broadband Running Costs	0.00	575.96
Website Hosting	0.00	93.74
Booking Secretary Role	1,440.00	360.00
Hallmaster Booking System	248.40	472.80
All Around Marshfield Advertising	90.00	90.00
<b>Total</b>	<b>1,778.40</b>	<b>1,592.50</b>

**Note 3 Repairs**

	2021/22	2020/21
	£	£
Heating and plumbing repairs	839.86	638.80
Fire safety repairs	582.00	370.38
Lighting and other electrical	2,256.00	336.00
External repairs	90.00	50.25
Internal repairs	-	214.48
Other Maintenance	1,120.00	
<b>Total</b>	<b>4,887.86</b>	<b>1,609.91</b>

**Note 4 Cost of equipment**

	2021/22	2020/21
	£	£
Broadband equipment	-	830.68
Hand sanitiser units	-	1,008.00
Outdoor basketball nets	-	449.99
Accoustics Curtains (Materials)	2,609.02	
Accoustics Curtains (Labour)	325.00	
<b>Total</b>	<b>2,934.02</b>	<b>2,288.67</b>

**Note 6 Grants**

	2021/22	2020/21
	£	£
Covid Grant Government	2,667.00	19,003.21
Grant legal expenses - electric car points	1,200.00	
Marshfield Parish Council - Small Hall Improvements	15,000.00	
Marshfield Parish Council - Gardening club Grant	-	250.00
Avon and Somerset Police Grant - Boules area	-	1,000.00
<b>Total</b>	<b>18,867.00</b>	<b>20,253.21</b>

**Note 8 Donations**


	2021/22	2020/21
	£	£
Private Donations	850.00	
Donation Boxes	115.88	
User group donations	50.00	368.00
Bing Bong Discount Donation	-	826.00
<b>Total</b>	<b>1,015.88</b>	<b>1,194.00</b>

**Note 10 Fundraising Profit**

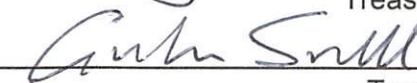
	2021/22	2020/21
	£	£
Dona monthly subscription	(75.00)	
Donation card reader hardware	(360.00)	
Marshfield Ice Cream - Boules 2021	(84.56)	
Thank you to helpers	(43.00)	
Marshfield Cinemas	676.54	(271.76)
30th Birthday Ball	1,197.73	
30th birthday clubs day	324.80	
30th Music Sunday	77.66	
Tea Dance	189.41	
Scavenger Hunt with PTA	90.00	
Jubilee Boules Day	944.06	
Marshfield Boules Day 2021		1,119.68
<b>Total</b>	<b>2,937.64</b>	<b>847.92</b>

Current Insured Value as per Insurance Schedule	1,084,017	1,021,789.87
Outdoor bowling rink insured value	33,110	31,209

Signed for the Charity Trustees:


  
 \_\_\_\_\_  
 Treasurer

Approved on behalf of the Trustees:


  
 \_\_\_\_\_  
 Trustee

Date: 20 February 2023

## Independent examiner's report to the Charity Trustees

I report on the accounts of the Association for the year ended 31 August 2022, which are set out on pages 1 to 6.

### Respective responsibilities of trustees and examiner

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

It is my responsibility to examine the accounts under section 145 of the Act, to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 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 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 Charity 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:

- a. 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 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave not been met; or
- b. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

  
\_\_\_\_\_

Date:

20/2/23.

TC Jenkins

82 High Street, Marshfield, Chippenham, SN14 8LS

**MARSHFIELD COMMUNITY CENTRE ASSOCIATION**

England & Wales - Charity number 297306

---

# Accounts

---

# **Marshfield Community Centre Association Report and Accounts for the year ending 31 August 2020**

## **Charity information**

Registered charity number: 297306

Address: Marshfield Community Centre  
Chippenham Road  
Marshfield  
Chippenham  
SN14 8NZ

Trustees for the Charity: Mrs C Eden  
Mr J Brookes  
Mr G Greenwood  
Mr G Snell

Charity Trustees: Mrs K Mumgaard (Chairperson)  
Mrs J Convey (Treasurer)  
Mrs A Gent (Membership Secretary)  
Mrs D Brooks

Affiliated Groups 1<sup>st</sup> Marshfield Scout Group  
Marshfield & Cold Ashton WI  
Marshfield Baby & Toddler Group  
Marshfield Library  
Marshfield Netball Club  
Marshfield Players  
Marshfield Pre-School  
Marshfield School of Dancing  
Marshfield Short Mat Bowls Club  
Jo Kitts Yoga  
Simon Says Fitness

Independent examiner: Mr T Jenkins

## **Objects of the Association**

The main object of the Association is to establish, maintain and manage a Community Centre for the Parish of Marshfield.

## **Members of the Association**

The following are entitled to become Members of the Association who would be entitled to one vote each at General Meetings: adults living in the Association's area of benefit; Affiliated Groups; Statutory Authorities in or near to the Association's area of benefit.

## **Trustees' responsibilities**

The Trustees for the Charity ("the Trustees") are the individuals in whom legal title to the Community Centre property and building is vested. The Charity Trustees are the officers of the General Committee ("the Committee").

Law applicable to charities in England and Wales requires the Charity Trustees to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

The Charity Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and ensure that the financial statements comply with Part 8 of the Charities Act 2011. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention of fraud and breaches of laws and regulations.

## **Activities during the year**

The Community Centre continues to be used by a wide range of organisations, which co-operate to ensure the building is used as flexibly as possible and meets the needs of all users. Most of the organisations that use the Community Centre on a regular basis are Affiliated Groups who play a role in its management, through representation on the Committee. The approach of the Committee is to encourage a wide range of usage to cater for the needs of many local community groups.

The main part of the Community Centre building comprises two separate halls, which are available for users to rent. There is also an extension, the interior of which is managed by Marshfield Pre-School as its own dedicated space, together with dedicated gardens to the front and rear of the extension. This enables it to provide local facilities for the education and care of pre-school children. Marshfield Pre-School was responsible for raising the funds for the extension and associated

**Marshfield Community Centre Association  
Report and Accounts for the year ending 31 August 2020**

This year, the Covid pandemic has significantly impacted activities at the community centre. The centre closed for all activities in March 2020 and cautiously reopened in July 2020 with a reduced programme, social distancing measures and increased hygiene. The management committee extends its grateful thanks to Oliver Brason and Kathryn Barrow for their sterling efforts to ensure the community centre is not only Covid secure and compliant with all the latest measures but also Wi-Fi enabled.

As a local charity the centre was eligible for financial support via South Gloucestershire Council in the form of business rate relief of £678 and £10,000 small business support grant. MCCA is also grateful for the continued support of local councillors Ben Stokes and Steve Reade who have awarded MCCA several MAF grants during 2019/20. The first contributed £250 towards the new digital signage screens located at the community centre and at central stores in the heart of the village. During the first half of the year, the community centre improved physical access to the centre by installing automatic doors. This represented a significant investment in the building infrastructure and was funded by a second MAF award of £2,000, a £1,000 grant from Marshfield Parish Council and matched by a £3,000 grant from Morrisons Foundation.

Finally, the community centre has received generous support this year from organisations and individuals and the Committee gives thanks for that support. Donations have been received through a new fundraising initiative with PayPal of £209. Marshfield and Cold Ashton WI raised £402.50 towards future planned updates at the Community Centre from proceeds of their quiz. Last but certainly not least, Marshfield Community Centre's stalwart champions, Dawn & Louis Brooks raised over £400 at their birthday barn dance.

## **Overview of finances**

The Committee and the Trustees are aware that, as the building is 25 years old, significant investment

will continue to be required in the future. Their long term policy is that part of the General Fund may





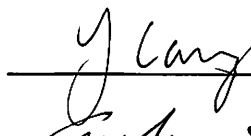
Marshfield Community Centre Association  
 Report and Accounts for the year ending 31 August 2020

3 The repairs, maintenance and equipment breakdown is:

	2019/20	2018/19
	£	£
Heating and plumbing repairs	1,450	1,450
Lighting and other electrical	99	1,027
External repairs	-	983
Internal repairs	472	325
Other Maintenance	-	123
<b>Total</b>	<b>2,841</b>	<b>3,375</b>

- 4 The main asset of the Association is the Community Centre, which was built in 1992 and extended in 2003/04. In order to build the extension the Association entered into an agreement with Marshfield Pre-School. In accordance with this agreement the Association owns this extension and rents the space to Marshfield Pre-School, under the terms of a lease dated 19 January 2004. The current insured value of the Community Centre is £1,052,444.
- 5 The other significant asset is an artificial outdoor bowling rink built in 1998, which has an insured value of £32,145.
- 6 The charity received financial support from South Gloucestershire Council in the form of business rate relief of £678 and £10,000 small business support grant. The Council also awarded two MAF grants during the year, £250 towards the new digital signage screens and £2,000 towards the automatic doors. Marshfield Parish Council donated £1,000 and Morrisons Foundation granted £3,000 towards the automatic doors.
- 7 Donations have been received from Paypal of £209. Marshfield and Cold Ashton WI raised £403 towards future planned updates at the Community Centre from proceeds of their quiz. Dawn & Louis Brooks raised over £400 at their birthday barn dance.
- 8 As at 31 August 2020 the Association holds a ring-fenced reserve of £3,303 (£3,303 as at 31 August 2019) of donations made specifically for improving the acoustics of the larger hall.

Signed for the Charity Trustees:

  
 Treasurer

## Independent examiner's report to the Charity Trustees

I report on the accounts of the Association for the year ended 31 August 2020, which are set out on pages 1 to 6.

### Respective responsibilities of trustees and examiner

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

It is my responsibility to examine the accounts under section 145 of the Act, to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 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 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 Charity 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