

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

General Fund	Year to 31 August 2025 £	Year to 31 August 2024 £
Receipts		
Donations and Grants	10,452.46	£7,033.96
Fundraising events	16,761.08	£3,425.79
Total voluntary sources	27,213.54	10,459.75
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
Total trading activities	29,481.03	26,414.96
Interest received	2,107.37	512.29
Total income from assets	2,107.37	512.29
Feed in Tariff	2,694.01	3062.87
Miscellaneous income	523.19	£615.00
Total miscellaneous receipts	3,217.20	3,677.87
Total receipts for the year	62,019.14	41,064.87
Payments		
Fundraising events	10,988.88	466.52
Grant Expenditure (direct costs)	0.00	0.00
Total cost of fund raising events	10,988.88	466.52
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
Total Running Costs	27,841.41	£23,344.12
Total cost of Community Centre	38,830.29	23,810.64
Additions to Equipment	2,876.00	1,038.99
Major Renewals/Improvements	0.00	0.00
Total cost of improvements	2,876.00	1,038.99
Total payments for the year	41,706.29	24,849.63
Excess of receipts over payments	20,312.85	16,215.24
Cash balance at start of year	79,731.47	63,516.23
Cash balance at end of year	100,044.32	79,731.47

Statement of assets for year ended 31 August 2025

	31-Aug-25 £	31-Aug-24 £
Cash balances carried forward		
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	-
Total cash balances	100,044.32	79,731.47
Liabilities due for payment	0	0
Future and contingent liabilities	0	0
Non-monetary assets held as investments	0	0
Non monetary assets held for charity's own use		
Freehold land and buildings at cost	521,592	521,592
Equipment at cost	44,946	42,123
	566,538	563,715

Notes to Accounts

Note 1 Summary

	2024/2025 £	2023/2024 £
Excess of rental income over expenditure	1,639.62	3,070.84
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
Total	20,312.85	16,215.24

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
Total	£100,044.32

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	-
Total	8,877.99	9,356.58

Note 4 - Insured Items

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

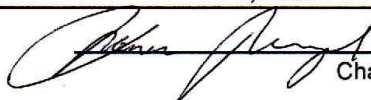
Note 5 Grants / Donation income

Grants	2024/2025 £	2023/2024 £
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
Grant Total	6,000.00	6,500.00
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	
Donations		
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
Donation Total	4,452.46	533.96
Grant and Donations Total	10,452.46	7,033.96

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
Total	5,772.20	2,959.27

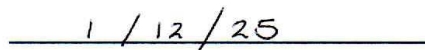
Signed for the Charity Trustees:


 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

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Bank Charge	70.44	
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Total cost of Community Centre	38,830.29	23,810.64
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Lloyds Current Account 4652560	87.33	130.00
Lloyds 95 Day Savings Account MCCGB00000	61,468.20	27,073.64
Cash	0.00	-
Total cash balances	100,044.32	79,731.47
Liabilities due for payment	0	0
Future and contingent liabilities	0	0
Non-monetary assets held as investments	0	0
Non monetary assets held for charity's own use		
Freehold land and buildings at cost	521,592	521,592
Equipment at cost	44,946	42,123
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Note 2 – Cash balances

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Designated fund for major projects (building improvements and maintenance)	£71,042.74
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Total	8,877.99	9,356.58

Note 4 - Insured Items

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

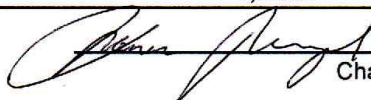
Note 5 Grants / Donation income

Grants	2024/2025 £	2023/2024 £
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
Grant Total	6,000.00	6,500.00
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	
Donations		
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
Donation Total	4,452.46	533.96
Grant and Donations Total	10,452.46	7,033.96

Note 6 Fundraising Profit

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Marshfield Boules Day	666.87	842.66
Marshfield Cinemas	1,136.40	874.00
WI Quiz Fundraiser	600.00	500.00
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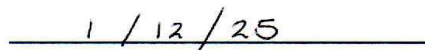
Signed for the Charity Trustees:


 Chairperson

Approved on behalf of the Holding Trustees:


 Trustee

Date:


 1 / 12 / 25

Independent examiner's report to the Charity Trustees

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Basis of independent examiner's report

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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