

Trustees Report for AGM 29th Jun 2021

Year Summary.

The October Committee meeting was the last to be held in the Hall.

Remainder of meetings in 2020 were cancelled when the country went into second lockdown.

Meetings of the Committee were by internet video since January 2021.

The Chairman announced his resignation as he was leaving the village. His role as bookings clerk and facebook maintenance was taken on by Rosie Gilding. There were no volunteers for position of chairman, so a temporary chair is elected for each committee meeting. Previous other roles and duties done by the chairman are shared among the Committee members.

A lot of administrative changes were made since last year. Renewing the insurance meant introducing checks on the condition of the building. Fire safety checks needed to be introduced. New operating policies for financial investment, risk management and conflict of interest were introduced. A regular check of the building condition was introduced.

As the Covid restrictions impacted on the Nursery, the rent charged was reduced

Various repairs to the building were made. Also some improvements to the building were discussed and are still ongoing.

There was a concern about the clarity of the terms in the Lease and Trust Deed, It was decided not to pursue a proposal to have it translated into plain English, resulting in the chairman producing a guide to explain the terms. One of the terms was the vesting of the leased land and property to the "Official Custodian". This was instigated and completed by the retired chairman from his new home.

The Copeman Centre
Accounts for the year ended 30 April 2021
Reg charity number

297753

Profit & Loss Account

	2020/21	2019/20
Hire charges	666	4,473
Nursery rent	7,086	11,980
Bingo	300	872
Sundry receipts	195	161
Functions	141	2,747
Total operating income	8,388	20,233
Expenditure		
Light & Heat	- 1,749	- 3,819
Rent/Rates/Water	- 1,221	- 1,320
Maintenance	- 3,645	- 1,890
Insurance	- 1,247	- 1,105
Caretaker	- 720	- 1,625
Sundry payments	- 624	- 199
Stationery & postage	- -	- 15
Cleaning supplies	- 260	- 332
Fixtures & fittings	- -	- 32
Improvements	- 2,825	- 21,056
Telephone	- 54	-
Function costs	- 7	- 406
Total expenses	- 12,352	- 31,799
Dividends	1,894	1,952
Bank interest	61	463
Donations & Grants	18,708	10,524
Total investment income & grants	20,663	12,939
Excess income	16,699	1,373

Balance Sheet

	2020/21	2019/20
Investments:		
Investment Fund - Purchase price	10,938	10,938
Increase in investment	22,880	17,371
	<u>33,818</u>	<u>28,309</u>
Property fund - Purchase price	10,000	10,000
Decrease in investment	- 2,765	- 2,823
	<u>7,235</u>	<u>7,177</u>
Fixed interest - Purchase price	15,990	15,990
Increase in investment	2,908	3,695
	<u>18,898</u>	<u>19,685</u>
Total investment value at 30 April	59,951	55,171
COIF Deposit account	74,715	72,760
Cash at bank	32,788	18,043
Cash in hand	29	29
Total held in investments & bank	167,482	146,003

Reserves

Permanent Endowment (Initial value £57,178)		
Investment at cost	59,951	55,171
Top up from COIF deposit account	0	2,007
Inflation compensation		
Income reserve	15,000	15,000
Repairs reserve	15,000	15,000
Nursery ceiling replacement fund	10,000	10,000
Refurbishment of toilets and kitchen	2,500	2,500
Stage replacement	3,000	3,000
Excess in income	16,699	1,373
General fund	45,332	41,952
Total reserves	167,482	146,003

Income:

Hire of the hall mainly consists of some group fees outstanding from before March 2020 lockdown. There are a few fees that have come in over the last year from a couple of groups who were able to meet for part of the year

Nursery rent has decreased due to rent reduction for 8 months over the year. Also rent reduction due to nursery no longer using longroom

Sundry receipts includes half of the paperbank income

Functions include 1 carboot sale in summer 2020

Donations & grants for 2020/21 are all from NNDC COVID grant scheme

Expenditure

Maintenance of the building includes repairs to valley at rear of the building £1394, Fire alarm service £552, Fire risk assessment £360.00, fire extinguisher service £664.86, oil tank service and repairs £202.50

Sundry expenses include PRS/PPL subscription & website hosting

Improvements were - £1500 decorating of nursery room, £365 roof repairs, £562 new water tank, £397.50 structural engineers report.



CHARITY COMMISSION
FOR ENGLAND AND WALES

**Independent examiner's report
on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

The Copeman Centre

**On accounts for the year
ended**

30 April 2021

**Charity no
(if any)**

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30/04/2021**.

**Responsibilities and
basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: 21 June 2021

Name:

Marie-Anne Edwards AATQB

**Relevant professional
qualification(s) or body
(if any):**

AAT

Address:

156 Fakenham Road, Briston, Norfolk, NR24 2DH