

THE ABBEY COMMUNITY CENTRE, YEOVIL

Registered Charity No. 299552

The Forum, Yeovil, Somerset BA21 3TL

<https://abbeymanorcc.org>

Annual Report for Year 1st April 2020 - 31st March 2021

Governing Document: Constitution of the Abbey Community Association

- Original document signed 18 May 1988.
- Amendment to revise the number of members required to form a quorum approved on 23 November 1994
- Amendment to vest property in the Official Custodian for Charities approved on 23 November 2008
- Amendment to revise the number of members required to form a quorum to ten approved on 12 October 2011
- Amendment to remove requirement for an audit of accounts if income is less than £25,000. Approved at Annual General Meeting 14 October 2015
- Constitution re-typed in entirety and an amendment made to audit the accounts annually if the income is greater than £250,000. Approved at Annual General Meeting 11 October 2017.
- New Constitution formally adopted on 11th July 2018
- Typing errors corrected 7th September 2020. (Association changed to Charity).

Charity land is vested in the Official Custodian for Charities

- Schedule: Freehold land registered at HM Land Registry under title no. ST74562
- Case no. 215410
- Sealing no. 1056
- Date 10/10/08

Names of Charity Trustees Serving during Year

Mr P Seib	Chairman
Mr F Sturman	Deputy Chairman
Mrs S Brookes	Treasurer
Mrs J M Lucas	Secretary and Minute Secretary
Mrs C Collins	Booking Secretary
Mr R Jackson	
Mrs S Sturman	
Mr R Brookes	
Mrs V Brown	

Names of User Group Representatives Serving during the Year

Mr A Dutch	St James Scout Group
Mrs V Brown	2 nd Preston Brownies
Mrs J Lucas	1 st Preston Guides
Mr R G Brookes	Yeovil Rivers Community Trust

Objects of the Charity

To promote the benefit of the inhabitants of Brympton and North West Yeovil and their environs (hereinafter called 'the area of benefit') without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants

To establish or to secure the establishment of a community centre (hereinafter called 'The Centre') and to maintain and manage or to co-operate with any local statutory authority in the maintenance and management of such a Centre for activities promoted by the Association and its constituent bodies in furtherance of above objects.

The Association shall be non-party and non-sectarian in religion.

Organisation of Charity

- Number of elected Honorary Officers: 5
- Number of representatives of affiliated groups (one per group): 4
- Number of individual members living in the area of benefit (up to 14 under old Constitution): 7
- Number of co-opted members (up to 4): 0
- Number of paid staff: 0

Further Details of the Charity

- Name and address of bankers:
Nat West Bank plc, 2 Hendford, Yeovil BA20 1TN
Nationwide Building Society, 36 Middle Street, Yeovil BA20 1LA
- Independent Examiner: Albert Goodman, Hendford Manor, Hendford, Yeovil BA20 1UN
- Insurers: NFU Mutual, NFU Office, 46 Hendford, Yeovil BA20 1UW
- Sum Insured: £1.5M - Building. £20,000 - Contents.
- Deeds: Held by Battens Solicitors, Mansion House, 54 Princes Street, Yeovil BA20 1EQ

Chairman's Report

2020/21 has been a very unusual year for all of us. We entered this year going into the first COVID Lockdown, which immediately ended the use of the centre by regular groups and meant that the Committee Meetings had to be held remotely (by Zoom) to maintain the good governance of the Charity.

A secondary effect of lockdown was an immediate cessation of income in excess of £3,500 (to the end of May). Fortunately, the Association happened to be saving up for some major capital works and could have survived a prolonged shutdown using that cash, however the Government made some emergency grants and the Association chose to apply to the District Council for these.

When the first grant came in, it was obvious that we had enough funding to proceed with the long-planned, but deferred, replacement of the Main Hall heat pump system (Air Conditioning). New units provided draught free filtered ventilation, in line with emerging practice based on the slowly developing understanding of the virus and infection mechanisms. These more energy efficient units also provided users with some control and they automatically shut down when not required, improving the hall's green credentials.

The COVID lockdown obviously impacted on different sections of society in different ways and the Association was able to help in a new way, enabling the important work of the Child Contact Centre, a charity that provides parental access to children where supervision is required by a Court. To do this, the Committee had to carry out a Risk Assessment and implement protective measures to achieve COVID-Secure status at short notice. This work was extended allowing new baby clinics to be held, with more than adequate social distancing. Our plastic tables were hired out to a local practice, who were offering outdoor clinics.

From mid-July Lockdown began to ease under the Tier system, with users having to comply with various Government Regulations to resume. In common with many other venues, the centre was festooned with colourful instruction signs, COVID First-Aid Boxes and NHS Tracking barcodes. Operations were supported by an excellent and clinical cleaning service.

By September, the rules system had changed to the "rule of six", and by October greater understanding of airborne transmission had led most users away from the Parish Room, leading the Committee to seek better ventilation options in time for the colder weather. The Committee also welcomed some replacement planting in front of the Parish Council Office.

In November, the second lockdown started and we were back to "permitted" activities only, but were still in a sound financial position to survive. From Early December the Tiers system was introduced, along with another Government Grant. Unfortunately most users found it difficult to restart, but a number, including a dance couple, used the extra availability well. For the first time in years we did not erect a Christmas tree in the Hall, though we did put on the outdoor festive lighting through Christmas.

Further Grants were received in January, and the Committee started investigating installing an energy efficient Mechanical Ventilation and Heat Recovery (MVHR) system to provide adequate fresh air in the Parish Room. This was ordered in February and installed in March. We also started to suffer a mouse infestation, which was dealt with by a local pest controller.

The operation of the centre using remote meetings and only occasional, controlled access was awkward for the committee. It's simply less effective and requires great discipline, I would like to thank all of those who patiently contributed to committee meetings, and my fellow Trustees in whose care the Charity lies. 2020/21 was a testing year for delivering our Charitable Aim, nevertheless the Association was at its best and enabled some very important new activities for the people in our community, as well as building a foundation for future recovery.

Treasurer's Report

With the continuation of the Covid restrictions throughout this year and the Centre being closed for the majority of this time, this had an impact on our income but fortunately we have had a number of grants from the Government via SSDC totalling £20,674.00 which more than made up for our loss of income.


Our income for this year was £8,836.00 together with the grants totalled £29,510.00. Interest from Nationwide was £74.00. Our expenditure was £37,918.00. This included some big refurbishment projects i.e. floor main hall and the new ECO system in the Parish Room which

made the room Covid friendly. We did draw out £15,000 from our Nationwide Savings Account to pay for these large expenditures due to the loss of income. In the future we intend to add to our Nationwide Savings account now that we are operational and receiving income.


At the end of the financial year, we have £21,038.17 in our current account and £10,373.98 in our Nationwide Savings Account.

Booking Secretary's Report

Obviously, it has been a difficult year, with the Hall open sporadically as we moved from Tiers into full lockdowns. Where it was allowed, users returned, and we were able to host some Family Contact meetings through Social Services which were permitted. Since April this year we have gradually seen regulars returning, and although unable to take party bookings, with a few advance bookings already, hopefully we can return to more normal use of the Hall going forward.

Approved by: 

Chairman: Peter Seib

Approved by: 

Secretary: Jenny Lucas



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity name: CCXX R1 accounts (SS)

000007

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/04/2020		31/03/2021

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hire of Hall and Equipment	8,836	-	-	8,836	34,646
Government Grants (Covid-19)	20,674	-	-	20,674	-
Donations	-	-	-	-	-
Fundraising	-	-	-	-	-
Interest	74	-	-	74	260
Sales of Table Tennis Table	-	-	-	-	-
Sub total (Gross income for AR)	29,584	-	-	29,584	34,906
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	29,584	-	-	29,584	34,906
A3 Payments					
Gas, Water, Sewage, Waste & Electric	2,630	-	-	2,630	3,801
Stamps & Stationery	23	-	-	23	128
General Expenses	371	-	-	371	2,216
Insurance	1,333	-	-	1,333	1,293
Rent and Quarterly Charge	536	-	-	536	535
Licences and Membership	416	-	-	416	668
Accountancy	480	-	-	480	480
Caretaking, Cleaning & Cleaning Mat	2,995	-	-	2,995	7,501
Maintenance and Refurbishment	29,134	-	-	29,134	19,446
Sub total	37,918	-	-	37,918	36,068
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	37,918	-	-	37,918	36,068
Net of receipts/(payments)	- 8,334	-	-	- 8,334	- 1,162
A5 Transfers between funds					
A6 Cash funds last year end	39,780			39,780	40,942
Cash funds this year end	31,446			31,446	39,780

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Current Account	21,038	-	-
	Bank business Deposit Account	10,374	-	-
	Cash in Hand	34	-	-
	Total cash funds	31,446	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Land at The Forum Yeovil	Unrestricted	-	-
	Abbey Manor Community Centre	Unrestricted	-	-
	Play Area/Fencing	Unrestricted	-	-
	Bar Equipment	Unrestricted	-	-
	Cleaning Equipment	Unrestricted	-	-
	Tables and Chairs	Unrestricted	-	-
	Kitchen/Catering Equipment	Unrestricted	-	-
	Audio Installation	Unrestricted	-	-
	Office Furniture & Equipment	Unrestricted	-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Accountancy Fees	Unrestricted	480	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		PETER SEAB	27/5/21	
	J. M. Lucas	JEREMY LUCAS	27/5/21	

Independent examiners report to the Trustees of The Abbey Community Association

I report to the trustees on my examination of the accounts for The Abbey Community Association ("the charity") for the year ended 31 March 2021.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the accounts do not comply with these records

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.



Michelle Ferris FCA
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Date... 29/07/2021