

LYNDHURST AND DISTRICT COMMUNITY ASSOCIATION

Charity Commission registered number: 301883

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

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LYNDHURST AND DISTRICT COMMUNITY ASSOCIATION REPORT OF THE TRUSTEES

The trustees submit their annual report and the financial statements for the year ended 31st December 2023.

GOVERNING DOCUMENT

The Association is registered with the Charities Commission in England and Wales and is governed by a Trust Deed dated 22nd August 1944 and a scheme dated 11 July 1961.

TRUSTEES

The trustees who served during the year were: -

Mr R Dewing (Chairman)
Mr J Rickcord (Treasurer)
Mrs J Green (Secretary)
Mr P Dawson
Mrs C Dawson Resigned 22 March 2023
Mr J Howell
Mrs S Shelton
Mr M Weston
Mrs M Weston
Mr C Willsher
Mr G Reeve Co- opted 14 November 2023
Mrs D Callow Co-opted 18 December 2023

Principal office:

Lyndhurst Community Centre
Main Car Park
Off High Street
Lyndhurst
SO43 7NY

Bankers:

CAF Bank Ltd
25 Kings Hill Avenue
West Malling
Kent
ME19 4JQ

Independent Examiner:

Mr Alan Nicholas
15a Wellands Road
Lyndhurst

LYNDHURST AND DISTRICT COMMUNITY ASSOCIATION REPORT OF THE TRUSTEES

OBJECTS

The objects of the Association are: -

- a) To promote for the benefit of the inhabitants of Lyndhurst, Emery Down, Bank and the surrounding area, the advancement of education and the provision of facilities to encourage interest in social welfare for recreation and leisure activities with the object of improving conditions of life for the said inhabitants.
- b) To establish a Community Centre and to maintain and manage the same.

ACTIVITIES AND ACHIEVEMENTS

During the year, the Association has provided facilities at the Community Centre for educational and leisure activities for the inhabitants, voluntary groups and associations in its area and provided facilities for exhibitions of interest and educational value to the local area and its inhabitants. It continues to encourage the use of its facilities by the local inhabitants, voluntary groups and associations in the furtherance of its objectives.

ELECTION AND APPOINTMENT OF TRUSTEES

All Trustees, with the exception of the President, shall retire at the Annual General Meeting of the Association, and are eligible for re-election. Honorary Officers – President, Chairman, Secretary and Treasurer and up to six additional Trustees shall be elected at the Annual General Meeting; additional Trustees may be co-opted during the year, but their appointment must be confirmed at the next AGM.

FINANCIAL RESULTS AND ACTIVITIES

Community Centre activity continued to grow in 2023, following on from Covid, with a full year of activity for the first time since 2019.

Total Income increased in 2023 to £173,698 from £139,651 in 2022. Our operating surplus increased to £22,106 in 2023 compared to £9,901 in 2022.

Income from room hire was £87,931 in 2023 up from £64,894 in 2022. In 2023 we saw the first full year of trading for the charity shop which generated an impressive £30,017 of income.

Fund raising income decreased to £8,762 in 2023, compared to £15,740 in the previous year. However this is not an unreasonable result because 2022 had been boosted by an exceptional Auction of Promises aimed at boosting the Centre's post-covid reopening, raising £9,176 in this single event.

Donations of £2,595 were received in 2023. In 2022, £6,318 had been received for general use and £13,822 had been received for specific designated funds relating to the Children's Library for £6,564, Charity shop set up £3,258 and the maintenance provision of £4,000. Use of the remainder of these funds carried over into 2023.

Total expenditure in 2023 increased to £151,592 compared to £129,750 in 2022. Operational costs were higher in 2023 due partly to us resuming our first full year of room hire activity post covid, with attendant staff costs. We also stepped up our maintenance programme which had largely been put on hold during the financial stringencies of the covid era.

LYNDHURST AND DISTRICT COMMUNITY ASSOCIATION REPORT OF THE TRUSTEES

Our operating expenditure has been adversely impacted by energy costs which more than doubled to £21,186 in 2023 from £8,093 in 2022, reflecting price rises which at one point saw the cost of electricity increase by a factor of six. We introduced a voluntary donation towards our energy costs when rooms were hired, which most users were kind enough to support. This raised £3,288 in 2023. We have been able to strike comparatively good fixed price energy contracts but energy costs remain a significantly high part of our expenditure. We are planning a number of energy conservation measures for the coming year.

Repair costs increased to £16,769 in 2023 compared to £5,016 in 2022, largely due to urgent roofing work required to patch the flat roof areas of the community centre. These have reduced the worst of the leaks but in 2024 we intend to start a programme of work to replace some of the most aged roof surfaces.

We have also been affected by a major increase in the cost of paper and printing. This affected our What's On magazine where production costs increased to £12,510 in 2023 from £6,379 in 2022, though part of this was due to a move to full colour printing partly through 2022. 2023 reflects our first year of printing. As a result of colour printing, we have been able to increase our advertising revenue to £14,141 from £9,798.

RESERVES POLICY

All of the Association's funds are unrestricted funds (sometimes referred to as free reserves). It is the policy of the Trustees to maintain reserve funds as follows:

- To provide a buffer so that normal expenditure can continue for a period of 3 months in the event of further major disruption in the Centre's stream of income; Trustees calculate this to be £25,000 at current levels of expenditure.
- The Trustees have begun spending on our roof leaks and building a further buffer to provide for more maintenance of the roof and other aspects of the premises and equipment.

INVESTMENT POWERS

Under the Trust Deed the charity has the power to make any investments that the trustees see fit.

RISK MANAGEMENT

The major risks to which the charity is exposed, as identified by the trustees, have been subject to a major review and procedures have been established to mitigate these risks.

STATEMENT OF PUBLIC BENEFIT

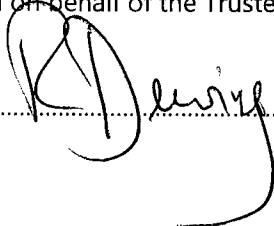
The Association owns and operates a Community Centre in Lyndhurst whose halls and rooms are available for hire by local organisations for events such as health and fitness activities, wellbeing clinics, training and educational activities, film nights, community lunches and meetings and fairs. The building also hosts the local library for the benefit of the local community.

LYNDHURST AND DISTRICT COMMUNITY ASSOCIATION REPORT OF THE TRUSTEES

ACCOUNTING AND REPORTING RESPONSIBILITIES

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity and enable them to ensure that any financial statements comply with the governing document, applicable Accounting Standards and the Statement of Recommended Practice, Accounting and Reporting by Charities and the regulations made under the Charities Act 2016. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Trustees on 14 May 2024 by:

 R Dewing - Chair of Trustees

LYNDHURST AND DISTRICT COMMUNITY ASSOCIATION REPORT OF THE INDEPENDENT EXAMINER

I report to the trustees on my examination of the financial statements of the Lyndhurst and District Community Association (the fund) for the year ended 31st December 2023.

Responsibility and basis of report

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

I report in respect of my examination of the Fund's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 can 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 Association as required by section 130 of the Act; or
2. The accounts do not accord with those records.

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

A. P. Nicholas

A Nicholas Examiner

Date: 14th May 2024

LYNDHURST AND DISTRICT COMMUNITY ASSOCIATION
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31st DECEMBER
2023

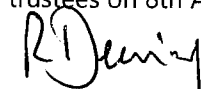
	Note	Unrestricted 2023 £	Total 2023 £	Total 2022 £
Income and endowments from :				
Donations and legacies	2	5,223	5,223	25,421
Charitable activities	3	120,941	120,941	89,731
Other trading activities	4	45,206	45,206	26,178
Investment income	5	2,328	2,328	(1,679)
Total income		<u>173,698</u>	<u>173,698</u>	<u>139,651</u>
Expenditure on:				
Raising funds	6	(3,160)	(3,160)	(5,114)
Charitable activities	7	(148,432)	(148,432)	(124,636)
Total expenditure		<u>(151,592)</u>	<u>(151,592)</u>	<u>(129,750)</u>
Net income		22,106	22,106	9,901
Reconciliation of Funds				
Total funds brought forward		<u>60,887</u>	<u>60,887</u>	<u>50,986</u>
Total funds carried forward	12	<u>82,993</u>	<u>82,993</u>	<u>60,887</u>

All of the charity's activities derive from continuing operations during the above two periods.

LYNDHURST AND DISTRICT COMMUNITY ASSOCIATION
BALANCE SHEET AS AT 31st DECEMBER 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	11	15,310	18,903
Current assets			
Trade debtors		7,221	10,772
Sundry debtors and prepayments		959	1,810
CCLA/COIF investment		18,493	16,638
Cash at bank and in hand		51,270	23,849
		<u>77,943</u>	<u>53,069</u>
Creditors : Amounts falling due within one year			
Trade creditors		(1,835)	(5,341)
Accruals		(4,791)	(1,495)
Income in advance		(2,100)	(2,700)
Held for Youth Group		(101)	(375)
Held in 100 Club account		(634)	(170)
PAYE		(798)	(1,004)
		<u>(10,260)</u>	<u>(11,085)</u>
Net current assets		<u>67,683</u>	<u>41,984</u>
Net Assets		<u>82,993</u>	<u>60,887</u>
Funds of the charity			
		2023 £	2022 £
Unrestricted funds	12	82,993	60,887
Total Funds		<u>82,993</u>	<u>60,887</u>

Directors responsibilities – we are responsible for the preparation of the financial statements and consider that the Charity is exempt from an audit. The Financial statements were approved by the trustees on 8th April 2024 and signed on their behalf by :



..... R. Dewing – Chair of Trustees



..... D. Callow - Treasurer

LYNDHURST AND DISTRICT COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st DECEMBER 2023

1. Account policies

Basis of preparation

The accounts are prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities, applicable to charities preparing the accounts in accordance with the Financial Reporting Standard applicable in The UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Income

All income resources are recognised when the charity is entitled to the income, it is probable that the income will be received, and the amount can be reliably measured.

Donations

Donations are recognised in the accounts when they are received.

Legacies

Legacies are recognised once the charity has entitlement to the income and it is certain the income will be received.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement will be required and the amount can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to that category. Where costs cannot be directly attributed to particular headings, they have been allocated on a basis consistent with the use of resources.

Fixed Assets

a) Tangible fixed assets

Fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to fully amortise the cost of the asset by the end of its useful life. The rates used during the year were: -

Fixtures & Fittings – 20% on reducing balance.

Computer equipment – 33% on reducing balance.

Office equipment – 15% on reducing balance.

b) Property

The land upon which the Community Centre stands is leased from Forestry England at a peppercorn rent; that lease expires in 2060. The building was constructed and has been extended over many years with grants, donations from the local community and funds generated by its activities. Whilst it has a value to the Association as a functioning building enabling the many activities by which the Association carries out its purposes the Trustees considers that there are a number of restrictions on a possible disposal preventing it having a realistic resale value. Accordingly, no cost or value is included in the financial statements. The property is owned by the Association but is held on its behalf by the Official Custodian for Charities. It has a value for insurance purposes of £2.2m.

LYNDHURST AND DISTRICT COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st DECEMBER 2023

Funds

All funds are held as unrestricted funds and are available to the Trustees for expenditure to support the charity's purposes.

2. Income from donations and legacies

	Unrestricted funds		
	General	Total	Total
	2023	2023	2022
	£	£	£
Donations	2,595	2,595	20,140
Grant for Warm Spaces scheme	2,628	2,628	481
Other grants	-	-	800
Business Support grant	-	-	4,000
	5,223	5,223	25,421

3. Income from charitable activities

	Unrestricted funds		
	General	Total	Total
	2023	2023	2022
	£	£	£
Lettings income	87,931	87,931	64,894
Energy contribution	3,288	3,288	-
Membership & Affiliation Fees	1,468	1,468	1,930
What's On advertising	14,141	14,141	9,798
Catering and Community Club	11,586	11,586	10,225
Film Night	1,808	1,808	2,298
Office Services	718	718	586
	120,941	120,941	89,731

4. Income from other trading activities

	Unrestricted funds		
	General	Total	Total
	2023	2023	2022
	£	£	£
Tribute Night & Quiz	2,271	2,271	2,564
Fashion Show	1,177	1,177	-
Fun Day	1,334	1,334	1,039
Boxing Day Fun Run (net of costs)	555	555	459
Auction of Promises	-	-	9,176
Coronation Tea	342	342	-
100 Club surplus	3,084	3,084	2,503
Charity shop sales	30,017	30,017	2,871
Books	3,921	3,921	3,495
Feed in Tariff	1,580	1,580	1,498
Gift Aid	90	90	2,027
Other income	836	836	548
	45,206	45,206	26,178

LYNDHURST AND DISTRICT COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st DECEMBER 2023

5. Investment income

	Unrestricted funds		
	General	Total	Total
	2023	2023	2022
	£	£	£
Interest Received	473	473	42
Realised & unrealised gains/(losses)	1,855	1,855	(1,721)
	<u>2,328</u>	<u>2,328</u>	<u>(1,679)</u>

6. Expenditure on raising funds.

	Unrestricted funds		
	General	Total	Total
	2023	2023	2022
	£	£	£
Fundraising costs	1,719	1,719	883
Charity shop costs	531	531	3,411
Advertising & Marketing costs	910	910	820
	<u>3,160</u>	<u>3,160</u>	<u>5,114</u>

7. Expenditure on charitable activities

	Unrestricted funds		
	General	Total	Total
	2023	2023	2022
	£	£	£
Magazine printing	12,510	12,510	6,379
Catering and Community Club costs	4,988	4,988	4,510
Film Hire Costs	1,150	1,150	1,315
Copier costs	879	879	2,448
Supporting costs	124,714	124,714	94,732
Children's Library	-	-	2,200
Floor tiles for Linden Hall	-	-	4,981
Storage Space Enhancement	-	-	5,142
Contribution from the Welfare Charity	-	-	(2,350)
Depreciation	4,191	4,191	5,278
	<u>148,432</u>	<u>148,432</u>	<u>124,636</u>

LYNDHURST AND DISTRICT COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st DECEMBER 2023

8. Analysis of support costs

	Unrestricted funds		
	General	Total	Total
	2023	2023	2022
	£	£	£
Staff costs	72,295	72,295	69,760
Energy & Water	21,186	21,186	8,093
Insurance	3,335	3,335	2,554
Telephone and Internet	1,873	1,873	1,814
Stationery and Office costs	563	563	991
Software costs	896	896	515
Library consumables	918	918	711
Legal and professional	2,461	2,461	1,453
Cleaning and Cleaning Materials	2,289	2,289	1,477
Repairs, renewals and maintenance	16,769	16,769	5,016
Miscellaneous	1,410	1,410	1,942
Bank and Credit card charges	718	718	407
	<u>124,714</u>	<u>124,714</u>	<u>94,732</u>

9. Staff costs

The aggregate payroll costs were as follows:

	2023	2022
	£	£
Staff costs during the year were :		
Wages and salaries	70,904	68,488
Social security costs	-	287
Pension costs	1,391	985
	<u>72,295</u>	<u>69,760</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2023	2022
	No	No
Average number of persons	<u>4</u>	<u>4</u>

No employee earned more than £60,000 in each of the years under review.

The total employee benefits of the key management personnel of the charity were £Nil (2022 - £Nil)

No trustee received any remuneration for their service or any reimbursement of expenses.

10. Taxation

The Charity is a registered charity and therefore is not liable for Income Tax or Corporation Tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

LYNDHURST AND DISTRICT COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st DECEMBER 2023

11. Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Office equipment £	Total £
Cost				
As at 1 January 2023	31,972	5,840	775	38,587
Additions	188	410		598
As at 31 December 2023	32,160	6,250	775	39,185
Depreciation				
As at 1 January 2023	16,399	2,831	454	19,684
Charge for the year	3,127	1,016	48	4,191
As at 31 December 2023	19,526	3,847	502	23,875
Net Book Value				
As at 31 December 2022	15,573	3,009	321	18,903
As at 31 December 2023	12,634	2,403	273	15,310

12. Funds

	Balance at 1 January 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2023 £
Unrestricted					
General					
Unrestricted general fund	58,371	173,698	(151,592)	-	80,477
Designated					
Children's Library	1,308	-	-	-	1,308
Maintenance provision	1,208	-	-	-	1,208
	2,516	-	-	-	2,516
Total Unrestricted funds	60,887	173,698	(151,592)	-	82,993
	Balance at 1 January 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2022 £
Unrestricted					
General					
Unrestricted general fund	50,986	123,215	(115,830)	-	58,371
Designated					
Children's Library	-	6,564	(5,256)	-	1,308
Charity Shop	-	3,258	(3,258)	-	-
Tribute Concert	-	2,614	(2,614)	-	-
Maintenance provision	-	4,000	(2,792)	-	1,208
	-	16,436	(13,920)	-	2,516
Total Unrestricted funds	50,986	139,651	(129,750)	-	60,887

LYNDHURST AND DISTRICT COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st DECEMBER 2023

13. Related party transactions

There were no related party transactions in the year.