

BEDWELL COMMUNITY ASSOCIATION

Registered Charity No. 302332

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31ST MARCH 2025**

BEDWELL COMMUNITY ASSOCIATION

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For the year ended 31st March 2025

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BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued
For the year ended 31st March 2025

REFERENCE AND ADMINISTRATION

Name of Charity: BEDWELL COMMUNITY ASSOCIATION

Registered Charity No: 302332

Governing Document: Constitution dated 17th May 1999

Principal Office: Bedwell Community Association
Crescent, Stevenage, Herts. SG1 1NA

Trustees:

Elaine Connolly	Chairman (Resigned 12/11/24)
Philip Smith	Vice Chairman
Marie King	Treasurer (Resigned 12/11/24)
Ann Meldrum	(Resigned 09/01/25)
Jenny O'Sullivan	
Stuart Mylrea	
Lisa Luker	
Sharon Doherty	
Daren Hollis	

Bankers: Lloyds TSB Bank Plc
Stevenage Town Square
3 The Town Square
Stevenage
Herts. SG1 1BG

Independent Examiner: Jane M E Seymour
Orchard Villa
2B Regent Street
Stotfold
Hitchin
Herts. SG5 4ED

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2025

The Management Committee present their report for the year ended 31st March 2025.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity is an unincorporated organization which is governed by a constitution dated 17th May 1999.

The Honorary Officers and up to eight representatives of affiliation organisations and other user groups are elected or appointed on an annual basis at the Annual General Meeting, in the event of a vacancy occurring the Committee can co-opt a replacement until the next Annual General Meeting. The committee shall also include one representative from Stevenage Borough Council.

Individuals and one representative per affiliated group shall have the right to vote at the AGM.

The trustees are elected or appointed on an annual basis at the Annual General Meeting, which is held between June and July.

OBJECTIVES

In setting the charity's objectives and planning its aims and objectives and future activities the Trustees have given consideration to the Charity Commission's general guidance on public benefit. The main aims and objectives of the charity are:

To promote the benefit of the inhabitants of Bedwell Stevenage, without distinction of sex 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 maintain and manage the Bedwell Centre and encourage its use by the Community for the pursuit of common interests of a social, educational and recreational kind.

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

ACTIVITIES, PROGRESS AND ACHIEVEMENTS

The Community Centre have finished the 3rd year of The Multiply Project (with Steps2skills), there is no future to the project that ended 31st March 2025. This has helped bring more people in using our Hub and Warm Space Facilities. Our warm space/ community café will continue to run.

We continue to have our Warm Space Room in the Community Centre one mornings a week and have extended the time to include a light lunch. This provided a warm space for people to come and sit in, enjoy hot drinks etc.

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2025

ACTIVITIES, PROGRESS AND ACHIEVEMENTS CONTINUED

Funding for our exercise class has ended but we continue to operate this without the funding.

We had a very successful Bedwell Fun Day during August when we put on free activities for families in our area, with user groups having stalls to promote their activities. This was a great day with over 500 people attending.

In October we had our Annual Children's Halloween Disco with over 100 people attending.

We have had a good year with our rentals, with The Community Centre being busy and at approx. 80% capacity. Saturday Evening Functions have increased from the previous year, but we still have availability to host more.

The Sunbeams Pre-School meet at the Community Centre and continue to provide a good service for the children in our area. The Parent & Toddler group is going well we secured funding for it to run for another year. We continue to have lots of health providers hiring out our rooms for diabetic group training.

The Community Centre is hired out to affiliated groups such as Sunbeams Pre School, Guide Shop, Table Tennis, Wargaming, The Irish Network and Keep fit groups etc.. The Centre also lets out rooms to other organisations such as Lighthouse Church, Bethel Fellowship Church, Molly Vickers School of Dancing, Diet & Fitness Clubs, Kumon & Magikats (Maths & English tuition), martial arts groups etc. We also have Steps2skills renting a room out in the community centre who offer lots of different courses for adults.

We have a chiropody service at the centre twice a month, when people can make an appointment. We also hire the halls for weddings, birthday parties and other occasions.

The Office continues to offer a photocopying service to our groups and residents.

We continue to look at ways in which we can attract new groups to let our halls/rooms to and thus provide more diverse skills and activities to the local people although prime time slots are fully booked.

We plan to continue offering the services we offer at the standard that is expected, we will look for further projects to aid in what we can offer and also look at funding to put on activities for the local and surrounding community.

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2025

FINANCE REVIEW

The net result of this for the financial year end 31st March 2025 is a surplus of £ 19,200 (2024: £36,810).

The enclosed financial statement shows the current state of the finances, which the Management Committee considers to be fair. Careful monitoring has been carried out to ensure the Association continues to operate efficiently for the community of Bedwell.

Reserves

Reserves must be kept at a reasonable level in relation to the overall turnover of the organisation – per the Council's policy on reserves of voluntary organisations applying for funding.

For the financial good health of the Centre and the sustainability of the organisation we deem it prudent to keep reserves of not less than three month's operating costs. Unfortunately, due to deficit core grant funding for several years, we have been unable to build up the required balance.

Free reserves are currently held at £75,969

The estimate for the designated reserve, to cover staff redundancy payments and winding up costs are £27,375; this calculation does not include redundancy payments for Staff that have not worked for the organisation for more than two years. It is based on current payment levels. It is based on the assumption that any legal costs incurred in the closure of the Centre would be met directly by Stevenage Borough Council.

Approved by the Trustees on 15th July 2025 and signed on their behalf by:

BEDWELL COMMUNITY ASSOCIATION

Independent Examiners Report For the year ended 31st March 2025

I report on the accounts for the year ended 31st March 2025, which are set out on pages 6 to 18.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- whether particular matters have come to my attention.

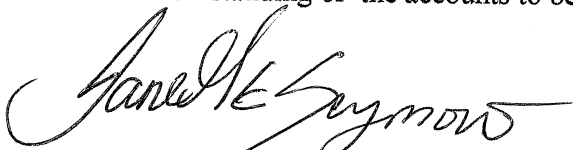
Basis of independent examiner's report

My examination was carried out in accordance with the 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 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 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:

- (1) 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 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act and FRS 102have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jane M E Seymour
Community Accountant
Orchard Villa, 2B Regent Street
Stotfold, Hitchin
Herts. SG5 4ED

Dated: 15th July 2025

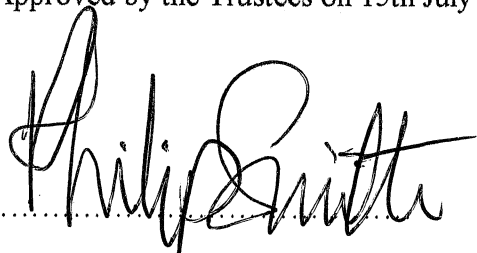
BEDWELL COMMUNITY ASSOCIATION
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2025

	Notes	Unrestricted Funds £	Restricted Funds £	2025 Total Funds £	2024 Total Funds £
Income from:					
Donations and legacies	2	228	55,030	55,258	62,259
Charitable Activities	3	139,520	-	139,520	136,557
Other Trading activities	4	1,959	-	1,959	2,472
Investments		759	-	759	561
Other	5	5,000	-	5,000	5,000
Total Income		147,466	55,030	202,496	206,849
Expenditure on:					
Raising Funds		537	-	537	-
Charitable Activities	6	128,683	54,076	182,759	170,039
Total resources expended		129,220	54,076	183,296	170,039
Net incoming/ (expenditure)		18,246	954	19,200	36,810
Transfers between funds		-	-	-	-
Net Movement in Funds		18,246	954	19,200	36,810
Total Funds brought forward		58,489	13,468	71,957	35,147
Total funds carried forward	16	76,735	14,422	91,157	71,957

BEDWELL COMMUNITY ASSOCIATION
BALANCE SHEET AS AT 31ST MARCH 2025

	Notes	2025	2024
		£	£
Fixed Assets			
Tangible fixed assets	10	2,083	2,796
Current Assets			
Debtors & prepayments	11	6,236	19,425
Cash at bank and in hand		96,390	58,329
Total Current Assets		<u>102,626</u>	<u>77,754</u>
Creditors: Amounts falling due within one year	12	<u>13,552</u>	<u>8,593</u>
Net Current Assets		89,074	69,161
Net Assets		<u>91,157</u>	<u>71,957</u>
Funds of the Charity			
Unrestricted funds		76,735	58,489
Restricted funds		14,422	13,468
Total Funds	15	<u>91,157</u>	<u>71,957</u>

Approved by the Trustees on 15th July 2025 and signed on their behalf by:



The notes on pages 9 to 18 form part of these accounts

BEDWELL COMMUNITY ASSOCIATION
STATEMENT OF CASH FLOW AS AT 31 MARCH 2025

	Note	2025	2024
		£	£
Cash flows from operating activities:			
<i>Net cash provided by (used in) operating activities</i>	<i>18</i>	<i>37,302</i>	<i>18,288</i>
Cash flows from capital expenditure & investing activities:			
Dividends, interest and rents from investments		759	561
Purchase of property, plant and equipment		-	-
<i>Net cash provided by (used in) investing activities</i>		<i>759</i>	<i>561</i>
<i>Net cash provided by (used in) financing activities</i>		<i>-</i>	<i>-</i>
<i>Change in cash and cash equivalents in the reporting period</i>		<u><i>38,061</i></u>	<u><i>18,849</i></u>
Cash and cash equivalents at the beginning of the reporting period		58,329	39,480
Change in cash and cash equivalents due to exchange rate movements		-	-
<i>Cash and cash equivalents at the end of the reporting period</i>		<u><u><i>96,390</i></u></u>	<u><u><i>58,329</i></u></u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

1 ACCOUNTING POLICIES

Basis of preparation

These Accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities (SORP 2015 restated where applicable) and in compliance with the Charities Act 2011.

Depreciation policy

Tangible fixed assets are depreciated over the estimated useful economic lives. The depreciation rate currently in use for all fixed assets held for use by the charity is 25% on the reducing balance.

Fund accounting

Funds held by the charity are either:

Unrestricted general funds

These are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds

charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Incoming Resources

amount is measurable. Income is accounted for on a receivable basis, except for hall deposits that relate to bookings in a future accounting period, the income is deferred until those periods.

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

2	Unrestricted	Restricted	2025	2024
Income from Donations and Legacies			£	£
HCC Step2Skills Multiply Project	-	37,200	37,200	41,600
Herts Community Foundation Projects	-	-	-	1,500
Donations	228	-	228	182
SBC Local Budget Line Dancing	-	720	720	-
HCC - Salsa Dancing	-	720	720	-
HCC Herts Warm/Sports Camp	-	-	-	600
S.C.B./LCB Sports Camp	-	-	-	1,200
Sport England Grants	-	8,890	8,890	8,757
S.B.C. Warm Space	-	7,500	7,500	6,500
Toddlers Group (SBC)	-	-	-	1,920
	<u>228</u>	<u>55,030</u>	<u>55,258</u>	<u>62,259</u>
3 Income from Charitable Activities	Unrestricted	Restricted	2025	2024
			£	£
Hall Hire	138,789	-	138,789	135,295
Refreshment income	310	-	310	324
Services Income	421	-	421	755
Admin Fees	-	-	-	183
	<u>139,520</u>	<u>-</u>	<u>139,520</u>	<u>136,557</u>
4 Income from Other Trading Activities	Unrestricted	Restricted	2025	2024
			£	£
Fundraising and Events	1,959	-	1,959	2,472
5 Other income	Unrestricted	Restricted	2025	2024
			£	£
Employment Allowance	5,000	-	5,000	5,000

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

6 Analysis of Expenditure on charitable activities

Activity		Activity undertaken directly £	Grant funding of activities £	Support Costs £	Total £
Community Centre	8	127,911	-	472	128,383
Step2Skills Multiply Project	7	41,347	-	-	41,347
Warm Space	7	6,340	-	-	6,340
HCC Salsa Instructor	7	600	-	-	600
SBC Covid support	7	206	-	-	206
Sport England	7	3,268	-	-	3,268
Big Lottery - Computer Suite	7	188	-	-	188
Toddlers Group	7	1,361	-	-	1,361
Redecoration, Equipment etc	7	46	-	-	46
Dancing	7	720	-	-	720
Canteen	8	300	-	-	300
		<u>182,287</u>	<u>-</u>	<u>472</u>	<u>182,759</u>

7 Charitable Expenditure

Charitable Activities - Centre

Unrestricted Administration Expenses

	2025 £	2024 £
Admin Wages	41,462	34,385
Printing, Stationery & Advertising	999	910
Broadband, Telephone & Postage	1,564	1,193
Subscriptions & Affiliation Fees	18	-
Performing Rights Association	1,128	1,362
Health & Safety	8	-
Sundry Expenses	1,626	363
Licensing Fees	344	339
Software	781	458
Bank & Credit charges	109	97
Website	347	402
Events	262	331
Training	120	912
Volunteer Expenses	23	52
Payroll & HR Expenses	3,078	916
Total Administration Fees	51,869	41,720

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

7 Charitable Expenditure Continued	2025	2024
Charitable Activities - Centre	£	£
Unrestricted Maintenance Expenses		
Cleaning Windows	70	70
Heat & Light	10,705	10,565
Equipment	171	161
Insurance	635	716
Laundry & Cleaning	7,098	3,198
Garden	305	305
Repairs & Renewals	9,313	323
Security	997	847
Equipment Depreciation	274	346
Water Rates	3,691	2,055
Caretaking/ cleaning wages	42,783	55,758
	<u>76,042</u>	<u>74,344</u>
Total Centre Costs	<u>127,911</u>	<u>116,064</u>
7 Charitable Expenditure	2025	2024
Charitable Activities - Centre	£	£
Restricted HCC Step2Skills Multiply Project		
Room Hire	15,747	14,687
Consultancy	12,964	9,570
Salaries	10,002	10,730
Equipment	67	302
Other miscellaneous costs	2,567	2,164
	<u>41,347</u>	<u>37,453</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

7 Charitable Expenditure Continued	2025	2024
Charitable Activities - Centre	£	£
Restricted		
S.B.C Warm Space	6,340	2,940
Fun Day	-	1,000
SBC Covid Equipment funding dep'n	206	275
Sports England Get Bedwell Active and other sports projects	3,268	5,799
Big Lottery Computer Suite project Dep'n	188	250
Toddlers Group Equipment, Heating, Room Hire & Refreshments (SBC &	1,361	2,096
Community Trust Laptop Depreciation	46	61
SBC Locality Budget Line Dancing Instructor	720	-
HCC Salsa Instructor	600	-
HCF Quickbooks Training	-	1,500
S.B.C. & HCC Sports Camps	-	1,800
	<u>12,729</u>	<u>15,721</u>
8 Canteen Account	2025	2024
	£	£
Cost of Sales		
Opening Stock	-	-
Purchases	300	321
	300	321
Less Closing Stock	-	-
	300	321
Canteen Wages	-	20
Total Canteen Costs	<u>300</u>	<u>341</u>
9 Governance	2025	2024
	£	£
Independent Examiner's Fee (See note 19)	450	425
AGM Costs	22	35
	<u>472</u>	<u>460</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

10 Fixed assets

	Unrest. Equipment	Restricted Equip't	Total
Cost	£	£	£
At 1 April 2024	4,932	12,533	17,465
Additions	-	-	-
At 31 March 2025	<u>4,932</u>	<u>12,533</u>	<u>17,465</u>
Depreciation			
At 1 April 2024	3,892	10,776	14,668
Charge for the year	274	440	714
At 31 March 2025	<u>4,166</u>	<u>11,216</u>	<u>15,382</u>
Net book values			
At 31 March 2024	1,040	1,757	2,797
At 31 March 2025	<u>766</u>	<u>1,317</u>	<u>2,083</u>

11 Debtors & Prepayments

	2025	2024
	£	£
Debtors	4,663	18,048
Prepayments and income accruals	1,573	1,377
	<u>6,236</u>	<u>19,425</u>

12 Creditors: Amounts falling due within one year

	2025	2024
	£	£
Accruals and income prepayments	9,027	6,424
HMRC Tax & NI	4,317	1,902
Sundry Creditors	141	194
Pension Contributions	67	73
	<u>13,552</u>	<u>8,593</u>

13 Trustees' Remuneration and Expenses

No trustee remuneration has been directly or indirectly paid or payable for the year out of the funds of the charity to any trustee or to any person or person connected with any of them.

14 Employees' Remuneration

Total remuneration for the year (excluding employer's contributions) amounted to £ 86,588 (2024: £84,789).

No employee earned more than £40,000 p.a. or more. The average numbers of paid staff for the year were five (2024: five).

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

15 Reserves Policy

Reserves must be kept at a reasonable level in relation to the overall turnover of the organisation – per the Council's policy on reserves of voluntary organisations applying for funding.

For the financial good health of the Centre and the sustainability of the organisation we deem it prudent to keep reserves of not less than three month's operating costs. Covid-19 and the additional funds we have been able to access means we have been able to build our reserves back up to nearly the level required to meet our reserves policy.

Current free reserves are: £ 75,969

The estimate for the reserve, to cover staff redundancy payments and winding up costs are £27,375, this calculation does not include redundancy payments for Staff that have not worked for the organisation for more than two years. It is based on current payment levels. It is based on the assumption that any legal costs incurred in the closure of the Centre would be met directly by Stevenage Borough Council.

16 Fund Analysis

	General	SBC Locality Budget - Line Dancing	S.B.C Warm Space	HCC Salsa Dancing	Sub - Total
	£	£	£	£	£
Incoming Resources	147,466	720	7,500	720	156,406
Resources Expended	129,220	720	6,340	600	136,880
Net incoming resources before transfers	18,246	-	1,160	120	19,526
Transfer between funds	-	-	-	-	-
Net movement in funds	18,246	-	1,160	120	19,526
Total Funds B/fwd	58,489	-	3,560	-	62,049
Total Funds C/Fwd	76,735	-	4,720	120	81,575
Fixed Assets	766	-	-	-	766
Current Assets	89,521	-	4,720	120	94,361
Current Liabilities	(13,552)	-	-	-	(13,552)
	76,735	-	4,720	120	81,575

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

16 Fund Analysis Continued

	B/Fwd	Big Lottery - Computer Suite	Comm'ty Trust Equipment	Sports England	Sub - Total
	£	£	£	£	£
Incoming Resources	156,406	-	-	8,890	165,296
Resources Expended	136,880	188	46	3,268	140,382
Net incoming resources before transfers	19,526	(188)	(46)	5,622	24,914
Net movement in funds	19,526	(188)	-	5,622	24,914
Total Funds B/fwd	62,049	751	183	2,643	65,626
Total Funds C/Fwd	81,575	563	137	8,265	90,540
Fixed Assets	766	563	137	-	1,466
Current Assets	94,361	-	-	8,265	102,626
Current Liabilities	(13,552)	-	-	-	(13,552)
	81,575	563	137	8,265	90,540

	B/Fwd	SBC Covid Equipment	Toddlers Group	s Multiply Project	Sub - Total
	£	£	£	£	£
Incoming Resources	165,296	-	-	37,200	202,496
Resources Expended	140,382	206	1,361	41,347	183,296
Net incoming resources before transfers	24,914	(206)	(1,361)	(4,147)	19,200
Net movement in funds	24,914	(206)	-	1,361	-
Total Funds B/fwd	65,626	823	1,361	4,147	71,957
Total Funds C/Fwd	90,540	617	-	-	91,157
Fixed Assets	1,466	617	-	-	2,083
Current Assets	102,626	-	-	-	102,626
Current Liabilities	(13,552)	-	-	-	(13,552)
	90,540	617	-	-	91,157

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

16 Fund Analysis continued

Restricted funding received in the year:

HCC Step2Skills Multiply Project - to open a Hub and identify adults that do not have a C/4 or higher in Maths and wish to improve their numeracy skills

Stevenage Community Trust & S.B.C. have funded the opening of a parent and toddler group in the community centre

S.B.C. Warm Space - Grant from S.B.C. for warm space -so that people could come in and keep warm, have free breakfast/lunch.

Sports England Get Bedwell Active and other sports projects

HCC have funded a Salsa instructor

SBC Locality Budget has funded a Line Dancing instructor

17 Volunteers

Volunteer information is as follows:

Activity 2024/25	Number of Volunteers	Hours per Volunteer	Total Hours
Chair	1	208	208
Kitchen	1	288	288
Caretaking	1	240	240
Committee meetings	8		20
Fun Day	3		24
Activity 2023/24	Volunteers	Hours per	Hours
Chair	1	260	260
Kitchen	1	312	312
Caretaking	2	234	468
Committee meetings	6		40
Fun Day			30

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

18 Notes to the cash flow statement

Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2025	2024
	£	£
Net income/(expenditure) for the year	19,200	36,810
Adjustments for:		
Depreciation charges	714	932
Dividends, interest and rents from investments	(759)	(561)
Loss on disposal of assets	-	-
(Increase)/decrease in debtors	13,188	(15,385)
Increase/(decrease) in creditors	4,959	(3,508)
Net cash provided by operating	37,302	18,288

Analysis of net cash resources

	2025	2024
	£	£
Cash in hand	96,390	58,329

19 Independent Examiner's

Fees of £450 have been accrued for the 2025 (2024: £425) examination and preparation of accounts.