

BANSTEAD COMMUNITY ASSOCIATION

Registered Charity No. 304970

Trustees Annual Report for the year ending 31st December 2022

Constitutional matters

The Trustees present their report for the year together with Financial Statements which have been prepared in accordance with the provisions of our Constitution, the Charities Act and the recommendations of the Charities Commission.

No changes have been made to the Constitution and the version adopted in March 1999 remains in force.

The Constitution requires that the hall be properly maintained to promote the benefit of the inhabitants of Banstead Village and the surrounding area, 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.

The Trustees (Council) who served during the year are listed in Appendix B and met 3 times in the year and the Executive Committee met on a further 7 occasions.

Effect of Coronavirus

These have largely dissipated following the relaxation of restrictions. One user group ceased to meet, but a replacement user has been found.

Community Activities

The main users of the hall continue to cover a broad range of activities such as dance classes for children and adults, a playgroup, bridge, furnishing classes, fitness classes, badminton, concerts, line dancing, short mat bowls, lectures, theatrical performances, exhibitions, horticultural shows and flower arranging as well as classes arranged by U3A, a baby signing group and a bible reading group. The Hall is also let to local charities and to other users on a casual basis.

Constituent groups and local charities benefit from discounted rates of hire, whereas other users pay the full commercial rate. The Hall is also available for children's parties, family parties and other activities. However, following previous incidents, we do not accept bookings for teenage parties.

The occupancy rate of the main hall for the year continues to move closer to its pre pandemic level of 80%.

The 40th Banstead Combined Charities Christmas Event was held under our auspices in October. The participating charities raised around £3,400 for their activities and we look forward to continuing success with this locally important annual event.

In the view of the Trustees the Community Association continues to provide a wide spectrum of public benefit to the local residents, both from its main activity in running the Community Hall and from its support of the Combined Charities Christmas Event.

Property Activities

The Trustees regularly review the condition of the Hall and its furniture and equipment with the aim of maintaining a satisfactory state of repair. This year the main expenditure was the total rewiring of the Hall. This was required as a result of an electrical inspection required by our insurers. Some redecoration works were also carried out.

Future investment will have to take note of the Reigate and Banstead Council Development Management Plan, in which the Council might possibly wish to approve a proposal to partly redevelop our site for housing at some time after 2023. The Plan was agreed by the Reigate and Banstead Council in September 2019.

Our lease on the site expires in November 2023. However, some of our users for shows, lectures concerts and demonstrations need to book capacity up to two years ahead. Reigate and Banstead Council have appointed an officer to deal with the renewal and a proposal is awaited.

Financial Report

We have taken advantage of the Charity Commission rules for organisations with income less than £250,000 to only produce receipts and payments accounts and not to use, as previously, the accruals basis for preparing annual accounts.

The receipts and payments accounts shows incoming and outgoing cash and explains the change in our bank and deposit balances. At 31 December 2021, the Statement of Financial Position showed a total current assets of £101,271 and this number forms the beginning balance for year ended 31 December 2022. Amounts reported in creditors for the Banstead Combined Charities Event and the BCA 500 Club are now shown as restricted funds. The comparative numbers have changed slightly from the income and expenditure reported last year because they now exclude depreciation and the small movements in the creditors.

Total receipts for the year were £71,282, higher than in 2021 reflecting the increased use of the hall following the lifting of Covid 19 restrictions. Costs, at £94,468 were significantly higher than in 2021 (£48,262) because of the high hall improvement costs comprising, primarily, the large re-wiring project in the year. Payments exceeded receipts by £23,186 resulting in a decrease in cash funds from £101,271 to £78,085.

The annual accounts, which are independently examined in accordance with the Charity Commission requirements, set out the financial position in more detail.

Summary

The Association continues to serve the community. Feedback from the community and from users of our facilities remains encouraging and we intend to build on this to promote new usage of the Hall. Our key personnel remain in place.

This Trustees' Report has been approved at the Annual General Meeting of the BCA on 15th March 2023 and is signed on behalf of the Trustees by:

David Crowley Chairman

Robert Collier Treasurer

Annual accounts for the year ended 31 December 2022

Statement of assets and liabilities at the end of the year

	2022			2021
	Unrestricted	Restricted	Total	Total
Cash funds				
Cash at bank and on deposit	77,739	346	78,085	91,271
National Savings Income Bonds	-	-	-	10,000
	<u>£ 77,739</u>	<u>£ 346</u>	<u>£ 78,085</u>	<u>£ 101,271</u>
Restricted funds				
500 Club		250		337
Banstead Combined Charities Christmas Event		96		80
		<u>£ 346</u>		<u>£ 417</u>

Assets retained by the Association

The Association is responsible for the hall and car park under a full repairing lease agreement with Reigate and Banstead Council. The hall is insured for £1,875,296 and contents for £44,815.

	2022	2021
Liabilities		
Creditors - amounts paid after the year end relating to the prior year	(1,351)	(2,067)
Hall deposits - amounts received in the respect of hall hire for the following year	(2,030)	(1,322)
	<u>£ (3,381)</u>	<u>£ (3,389)</u>

Commitments

There was a financial commitment at the end of the year relating to hall improvements of £4,336

Approved by the Executive Committee 15 February 2023 and signed on its behalf by

Robert Collier
15 March 2023

Clifford Houghton FCA
15 March 2023

Independent examiner's report on the accounts

I report to the trustees on my examination of the accounts of Banstead Community Association ("the Association") for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity trustees of the Association, 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 Association's accounts, comprising the Receipts and Payments Account and the Statement of Assets and Liabilities, carried out under section 145 of the Act and in carrying out my examination, I have followed 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:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting 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 accounts to be reached.

Clifford Houghton FCA
15 March 2023

Appendix B

Trustees who served in the year 2022

SERVED FOR THE WHOLE YEAR

David Crowley	Chairman
Malcolm Ash	Elected Member
Barbara Belcher	Banstead Neville Bowls
Diana Bowes	Arts Society Chipstead
Robert Collier	Treasurer
Malcolm Cunnings	Elected Member
Gail Fraser	Banstead Flower Club
Anne Ford	Vice Chairman
Alan Frost	Banstead Short Mat Bowls
Rod MacFarlane	Banstead Arts Festival Society
Bill Mills	All Saints Church
Maurice Owen	BCA Badminton
David Peterken	Banstead Horticultural Society
David Talbot	Banstead Village Residents
Sam Walsh	Reigate and Banstead Borough Council

RESIGNED OR DIED DURING THE YEAR

Fred Gillespie	Banstead Art Group
John Hayns	Elected Member

APPOINTED DURING THE YEAR

Jonathan Collins	July Banstead Art Group
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