

BANSTEAD COMMUNITY ASSOCIATION

Registered Charity No. 304970
Banstead Community Hall, Park Road,
Banstead Surrey SM7 3AJ

Trustees Annual Report for the year ending 31st December 2023

Constitutional matters

The Trustees present their report for the year together with the annual accounts 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 A and met 3 times in the year and the Executive Committee met on a further 7 occasions.

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 , and a baby signing 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%.

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The 41st Banstead Combined Charities Christmas Event was held under our auspices in October. Although fewer Charities participated, those that did 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 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 there were no major items of expenditure. Some redecoration works were carried out following the rewiring in the prior year.

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 expired 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, but despite repeated reminders from the Association a proposal has not been forthcoming.

Financial Report

The receipts and payments account shows incoming and outgoing cash and explains the change in our bank and deposit balances.

Total receipts for the year were £91,298 (2022: £71,282). Within receipts for 2023 was income of £4,434 from the solar panels on the hall roof which included income held over from 2022. Costs, at £62,022 (2022: £94,468) were significantly lower than the previous year, primarily because of the large re-wiring project in that year. Net receipts in the year were £29,276 (2022: net payment £23,186) increasing cash funds from £78,085 to £107,361. Cash reserves are held for the ongoing maintenance and further investment in the hall.

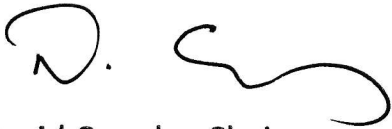
The annual accounts, which are independently examined in accordance with the Charity Commission requirements, set out the financial position in more detail.

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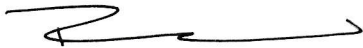
Summary

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.

The Trustees have given authority to the Executive Committee to draw up the Annual Report. This Trustees' Report has been approved by the Executive Committee of the BCA on 4th March 2024 and is signed on behalf of the Trustees by:

A handwritten signature in black ink, appearing to be 'D. Crowley', with a stylized flourish at the end.

David Crowley Chairman

A handwritten signature in black ink, appearing to be 'R. Collier', with a horizontal line extending to the right.

Robert Collier Treasurer

4 March 2024

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Annual accounts for the year ended 31 December 2023

Receipts and payments account

	2023			2022
	Unrestricted	Restricted	Total	Total
Receipts				
Hiring fees	81,531	-	81,531	68,279
Interest received	1,467	-	1,467	202
Government grants and donations	2,335	-	2,335	1,515
Solar panels	4,434	-	4,434	-
Subscriptions and fees	532	-	532	290
500 Club receipts	-	407	407	478
Banstead Combined Charities Christmas Event receipts	-	592	592	518
Total receipts	90,299	999	91,298	71,282
Payments				
Deposit returns and cancellations	(3,835)	-	(3,835)	(1,642)
Rent	(160)	-	(160)	(160)
Rates and water	(2,256)	-	(2,256)	(1,907)
Energy	(5,122)	-	(5,122)	(6,091)
Insurance	(2,472)	-	(2,472)	(2,297)
Telephone, postage and printing	(910)	-	(910)	(815)
Hall running	(20,754)	-	(20,754)	(11,980)
Hall repair	(3,300)	-	(3,300)	(8,178)
Wages and statutory contributions (average number of employees 3 (2022: 4))	(14,778)	-	(14,778)	(19,841)
500 Club prizes	-	(230)	(230)	(315)
Banstead Combined Charities Christmas Event payments	-	(593)	(593)	(502)
Hall improvements	(7,612)	-	(7,612)	(40,740)
Total payments	(61,199)	(823)	(62,022)	(94,468)
Net receipt/(payment of cash)	29,100	176	29,276	(23,186)
Transfers between funds				
BCA 500 Club proceeds transferred to the main account	215	(215)	-	-
Cash funds last year end	77,739	346	78,085	101,271
Cash funds this year end	£ 107,054	£ 307	£ 107,361	£ 78,085

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Annual accounts for the year ended 31 December 2023

Statement of assets and liabilities at the end of the year

	2023			2022
	Unrestricted	Restricted	Total	Total
<u>Cash funds</u>				
Cash at bank and on deposit	107,054	307	107,361	78,085
National Savings Income Bonds	-	-	-	-
	<u>£ 107,054</u>	<u>£ 307</u>	<u>£ 107,361</u>	<u>£ 78,085</u>
 <u>Restricted funds</u>				
500 Club		212		250
Banstead Combined Charities Christmas Event		95		96
		<u>£ 307</u>		<u>£ 346</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 £1,910,928 and contents for £62,606.

Liabilities

		2023	2022
Creditors	- amounts paid after the year end relating to the prior year	(1,796)	(1,351)
Hall deposits	- amounts received in the respect of hall hire for the following year	(3,611)	(2,030)
		<u>£ (5,407)</u>	<u>£ (3,381)</u>

Net hiring income

	2023	2022
Received	81,531	68,279
Refunds	(3,835)	(1,642)
Change in hall deposits during the year	(1,581)	(708)
Net hiring income	<u>£ 76,115</u>	<u>£ 65,929</u>

Approved by the Executive Committee on 4th March 2024 and signed on its behalf by



Robert Collier
4 March 2024

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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 2023 comprising the receipts and payments account and the statement of assets and liabilities at the end of the year.

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 2024

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Appendix A

Trustees who served in the year 2023

SERVED FOR THE WHOLE YEAR

David Crowley*	Chairman
Malcolm Ash	Elected Member
Alice Baines	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
Jon Collins	Banstead Art Group

An asterisk * denotes a member of the Executive Committee, elected by the Trustees at their meeting on 15 March 2023. Executive Committee elections take place annually in March.

RESIGNED OR DIED DURING THE YEAR

Anne Furness	U3A
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APPOINTED DURING THE YEAR

Pam Parker*	September	U3A
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