



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1.4.24 Period start date To 31.3.25 Period end date

Charity name: TARVIN COMMUNITY CENTRE

Charity registration number: 506560

Objectives and Activities

| | SORP reference | |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | The provision and maintenance of a community centre for the use of the inhabitants of the Parish of Tarvin without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | The Committee of Management has continued to provide and maintain Tarvin Community Centre in accordance with the objects of the charity. The Centre continued to host Tarvin Library and meetings of Tarvin Parish Council, and was again used as an election polling station. Continuing activities for all or part of the year included Zumba and Zumba Gold, Rugbytots, children's ballet/dance classes, Laughter Tots and Story Tent for small children, yoga, Pilates, table tennis, tango dancing, flower arranging and literature and art classes. The Gardening and Flower Clubs continued to meet at the Centre, as did bingo, Tumbletots, the parent and toddlers group and the WI. A choir for older people met regularly and there was a new dance class and Sound Bath sessions. Our usual film provider ceased trading after the April film night but we found a new provider (Flicks in the Sticks) and films restarted in January 2025. There were several theatre productions, as well as private parties, charity events and other ad hoc bookings |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | In setting its hiring fees the Committee has had regard to the guidance on public benefit and has set its fees at a level which are affordable, with a scale of charges which favours village organisations who pay the lowest rate; outside organisations |

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| | | pay a slightly higher rate and businesses a higher rate again. Lettings to businesses, local government and other public bodies were welcomed but village organisations continued to have priority. The Committee agreed to increase its hiring fees by 4% in line with inflation with effect from 1 April. Lettings income was sufficient to cover the unavoidable running costs of the centre. |
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Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | The charity does not make grants |
| Policy on social investment including program related investment | Para 1.38 | |
| Contribution made by volunteers | Para 1.38 | The Committee of Management has a number of associate members (some of whom attend Committee meetings representing their organisations) who volunteer assistance as required |
| Other | | |

Achievements and Performance

| | SORP reference | |
|---|----------------|--|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | The Centre continued to play as active a part in village life as possible and has established sound administrative and financial systems to ensure that it continues to do so in the future. During the summer the Committee invested over £100,000 on a full-scale revamp/upgrade of the toilets; the new toilets were officially opened on 18 October by our MP, Aphra Brandreth |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|--|
| Achievements against objectives set | Para 1.41 | |
| Performance of fundraising activities against objectives set | Para 1.41 | |
| Investment performance against objectives | Para 1.41 | |
| Other | | |

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Financial Review

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| Review of the charity's financial position at the end of the period | Para 1.21 | The statement of accounts for 2024/2025 shows the significant investment made during the year in the newly upgraded toilets (see above). Income for the year totalled £58,921, of which £38,825 came from lettings, £3,000 from events and £15,682 from grants and donations. Expenditure totalled £141,913, of which £100,364 was for the toilet works and most of the rest was for basic running costs. The net result was a deficit for the year of £82,992. The closing bank balance stood at £11,879. The independent examiner's report did not identify any issues of concern |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | The Committee aims to hold a contingency reserve equal to one quarter's running costs (approximately £10,500). The balance of its reserves is available to fund improvements to the Centre |
| Amount of reserves held | Para 1.22 | £15,574 (net current assets) |
| Reasons for holding zero reserves | Para 1.22 | n/a |
| Details of fund materially in deficit | Para 1.24 | n/a |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | n/a |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | Lettings income, net proceeds of events promoted by the Committee, grants and donations |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | During the year surplus funds were invested securely in a bank deposit account in order to receive interest |
| A description of the principal risks facing the charity | Para 1.46 | The charity's landlord is Cheshire West and Chester Council. That part of the building not occupied by the charity is leased to the NHS. The charity has a long lease on the area it occupies |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|--|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Scheme of the Charity Commissioners (as amended by subsequent resolutions) |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | Unincorporated registered charity. The officers and other members of the Committee of Management together constitute the trustees. The Committee also has associate members who have chosen not to act as trustees |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Tarvin Parish Council is entitled to nominate a representative to serve as a trustee, as is any organisation in the area of benefit or an adjoining parish which is a user of the Community Centre. The Annual General Meeting of the Charity elects the trustees, including confirmation of the names of the nominated representatives. Additional trustees may be appointed to the Committee of Management at any time |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|--|
| Charity name | TARVIN COMMUNITY CENTRE |
| Other name the charity uses | n/a |
| Registered charity number | 506560 |
| Charity's principal address | MEADOW CLOSE TARVIN CHESTER CH3 8LY |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|----------------|-----------------|-----------------------------------|---|
| 1 | Edward Lush | Chair | | |
| 2 | Jane Lush | Treasurer | | |
| 3 | Jane Armstrong | Secretary | | |
| 4 | Sarah Dutton | | | |
| 5 | Helen Maguire | | | |
| 6 | Yurii Platyka | | 1.4.24 – 14.1.25 | |
| 7 | Neil Poole | | | Tarvin Parish Council |
| 8 | Nita Lawton | | | Ashton Hayes Theatre Club |
| 9 | Jane Grahame | | 1.10.24 – 31.3.25 | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |

Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
|---------------|--|--|
| n/a | | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
|--------------|-----------------------------------|--|
| n/a | | |

Funds held as custodian trustees on behalf of others

| | |
|---|-----|
| Description of the assets held in this capacity | n/a |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | n/a |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | n/a |

Additional information (optional)**Names and addresses of advisers (Optional information)**

| Type of adviser | Name | Address |
|-----------------|------|---------|
| n/a | n/a | n/a |

Name of chief executive or names of senior staff members (Optional information)

| |
|-----|
| n/a |
|-----|

Exemptions from disclosure

Reason for non-disclosure of key personnel details

| |
|-----|
| n/a |
|-----|

Other optional information

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|-----|
| n/a |
|-----|

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|---------------------|-------------|----------------|
| Signature(s) | Edward Lush | Jane Armstrong |
|---------------------|-------------|----------------|

| | | |
|---------------------|-------------------|----------------|
| Full name(s) | Edward James Lush | Jane Armstrong |
|---------------------|-------------------|----------------|

| | | |
|--|-------|-----------|
| Position (eg Secretary, Chair, etc) | Chair | Secretary |
|--|-------|-----------|

| | |
|-------------|---------|
| Date | 4.11.25 |
|-------------|---------|

TARVIN COMMUNITY CENTRE COMMITTEE OF MANAGEMENT

STATEMENT OF INCOME AND EXPENDITURE FOR YEAR ENDING 31 MARCH 2025

| 2023-24 | | 2024-25 | |
|--------------------|--|-----------|-------------------|
| £ | £ | £ | £ |
| INCOME | | | |
| 38,169 | Letting fees | | 38,824.53 |
| | Other income | | |
| | Events (net proceeds) | | |
| 779 | Village Quiz | 731.03 | |
| 235 | Tarvin Summer Fete | 443.21 | |
| 2,848 | Other events | 1,825.46 | 2,999.70 |
| | Grants | | |
| 1,000 | Parish Council | 850.00 | |
| - | Other grants | 9,831.00 | 10,681.00 |
| 89 | Donations and sponsorship | | 5,000.76 |
| 522 | Interest | | 799.10 |
| 592 | Other income | | 615.79 |
| 44,234 | | | <u>58,920.88</u> |
| EXPENDITURE | | | |
| | Cheshire West & Chester Council service charge | | |
| | Estimated charge for 2024/25 | 33,798.31 | |
| | Balance of charge for 2023/24 | 3,649.00 | |
| 28,574 | Estimated charge for 2023/24 | | |
| - | Balance of charge for 2022/23 | | 37,447.31 |
| | Administration | | |
| 180 | Premises licence | 180.00 | |
| 854 | Performing Rights Society/PPL | 809.56 | |
| 40 | Affiliation fees | 50.00 | |
| 805 | Insurance | 837.61 | |
| 733 | Communications, IT and social media | 736.42 | |
| 51 | Stationery & other admin. expenses | 104.10 | 2,717.69 |
| 48 | Lettings expenses (catering) | | - |
| 446 | Repairs, maintenance & cleaning expenses | | 246.08 |
| 1,254 | Building projects | | 100,364.10 |
| 2,895 | Furniture and equipment purchases | | 921.08 |
| 60 | Ukraine Fundraiser expenses | | - |
| 139 | Miscellaneous expenses | | 217.07 |
| 34,115 | | | <u>141,913.33</u> |
| 10,119 | Surplus (+) / Deficit (-) for year | | - 82,992.45 |

TARVIN COMMUNITY CENTRE COMMITTEE OF MANAGEMENT

31 MAR 2024 BALANCE SHEET

AS AT 31 MARCH 2025

£

£

£

ASSETS

| | | | |
|--------|------------------------------|--|-----------|
| 16,515 | Interest in Community Centre | | 16,515.00 |
|--------|------------------------------|--|-----------|

FIXED ASSETS

Capital investment (furniture, equipment, fixtures & fittings)

| | | | |
|--------|-------------------------------|-------------------|------------|
| 95,771 | Opening balance | 80,811.00 | |
| 2,895 | ADD new purchases | 98,611.88 | |
| 98,666 | | <u>179,422.88</u> | |
| 17,855 | LESS disposals & depreciation | <u>18,092.88</u> | |
| 80,811 | | | 161,330.00 |

CURRENT ASSETS

| | | | |
|--------|--------------------------------|------------------|-----------|
| 2,212 | Debtors & prepayments | 3,559.18 | |
| 366 | Stock (Bar) | 342.77 | |
| 158 | Cash in hand (includes floats) | 120.00 | |
| 95,925 | Bank | <u>11,879.30</u> | 15,901.25 |

| | | | |
|---------|--------------|--|-------------------|
| 195,987 | Total Assets | | <u>193,746.25</u> |
|---------|--------------|--|-------------------|

LESS CURRENT LIABILITIES

| | | | |
|----|---------------------------------|--|--------|
| 95 | Creditors & receipts in advance | | 327.18 |
|----|---------------------------------|--|--------|

| | | | |
|---------|------------|--|--------------------------|
| 195,892 | NET ASSETS | | <u><u>193,419.07</u></u> |
|---------|------------|--|--------------------------|

Represented by

COMMUNITY CENTRE RESERVE

| | | | |
|----------|--|--------------------------|--|
| 200,733 | As at 1 April 2024 | 195,892.52 | |
| - 14,960 | Net change in fixed assets (new purchases less depreciation) | 80,519.00 | |
| 10,119 | Surplus (+) / Deficit (-) for year | - 82,992.45 | |
| 195,892 | As at 31 March 2025 | <u><u>193,419.07</u></u> | |

Steve Ward

TREASURER

8.4.25

Independent examiner's report to the trustees of Tarvin Community Centre

I report on the accounts of the Trust for the year ended 31 March 2025.

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.

My 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 as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next 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 proper accounting records and to prepare accounts which accord with the accounting records and comply with the accounting requirements have 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

Name: Ray Williams

Relevant professional qualification or body: BSc ACMA

Address: 26 Crossfields, Tarvin

Date: 15/4/2025