

MUSKHAM RURAL COMMUNITY CENTRE

**NELSON LANE, NORTH MUSKHAM,
NEWARK, NOTTINGHAMSHIRE.**

ACCOUNTS

YEAR ENDED 30 SEPTEMBER 2024

CHAIR PERSON - A. Oliver
VICE-CHAIR - E. Sanders

ADDRESS -

Nelson Lane,
North Muskham,
Newark,
Nottinghamshire.
NG23 6HL

CHARITY NUMBER 511985

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MUSKHAM RURAL COMMUNITY CENTRE

TRUSTEES' ANNUAL REPORT

YEAR ENDED 30 SEPTEMBER 2024

The trustees present their report and the accounts of the charity for the year ended 30 September 2024.

Also known as North Muskham Recreation Playing Fields Association and North Muskham Recreation Committee.

Objectives and activities

The centre exists for the benefit of our local community and the villages it serves. Our objective is to provide safe, clean, accessible community facilities for all ages. The Centre comprises three different sized rooms, kitchen, stage playing field and changing facilities for sports. The Centre can be booked for family functions, community group meetings and events. All bookings for the hall are made through the booking Secretary and must comply with the booking conditions.

Achievements and performance

2023/24 has been a year of recovery for the MRCC following on from the traveller trespass in June 2023. The security measures necessary were a significant outlay for the Centre. We have installed height restriction barriers at the car park entrance and exit, improved the bunding around the playground area and installed bollards/gates at both of the field entrances. A grant from Newark and Sherwood District Council of £4,980 and a £2,000 donation from the Parish Council softened this blow.

For the first time in quite a few years the committee has engaged in fundraising including a quiz night and organising a Summer Fayre resulting in £3,535.

Financial review

Income: A key strategy to recover our financial situation was regular opening of the bar on Tuesday evenings with accompanying entertainment such as Bingo and Open Mic nights. The centre continued to be popular for parties and Charity fundraising events. The bar turnover increased almost 4 times since the previous year to £27,504. Whilst profit margin of 46.5% fell to 33% from previous year the £9,054 raised gave the Centre a much-needed boost. We introduced a new EPOS system which has helped efficiency, tracking cash and card payments and stock consumed.

There were no Live and Local events this year although we did benefit from a circus act and band through them for the summer fayre. Income for Regular users increased from £17,629 to £22,421. Whilst some of this was due to a rent rise (below the rate of inflation), mostly it was the return of Zumba and Bowls and the start of a new Craft group that helped this £4,792 increase.

Our income from Caravans was down on the previous year mainly because we had 3 rallies cancelled in the spring/early summer as the ground conditions were so wet the field was unsuitable. We can expect this to be a good source of income again in 2024/25.

MUSKHAM RURAL COMMUNITY CENTRE

TRUSTEES' ANNUAL REPORT

YEAR ENDED 30 SEPTEMBER 2024

Expenditure: The expenditure of the Centre was monitored against budgets set at the beginning of the year and these were adhered to well. Volunteers undertook a great deal of building maintenance that previously we would have called in a contractor for, which helped keep this area of spend down. The building opened in November 2009 so we can expect building maintenance to be increasingly expensive in the coming years.

We raised the cleaner's hourly rate from £14 to £15 an hour.

Our major expenditure continues to be the electricity. We secured £2,500 to help towards the cost but this came in at £14,192 this year compared to £11,523 the previous year, an increase of 23%. The cost of the light in the car park contributed to this and the decision was made to have it disconnected.

By the end of the year, we managed to raise £6,459 more unrestricted income than expenditure which will help our building replacement, repair and improvement going forward.

This will be my last report as Treasurer (10 years?) and the last attendance as a committee member after almost 18 years. I would like to especially thank Debs Paige our Booking Secretary who took the role over from me and has done an amazing job getting to grips with all aspects of the job and making great improvements this year – such as the online booking system - to improve the accessibility to the Centre.

Well done to all the committee members who all contributed to the running of the Centre and devoted their time to their community's brilliant asset.

Structure, governance and management

The Centre is managed by the committee of trustees appointed every year at the AGM. We have a set of regular and committed individuals, some who have sat on the committee managing previous community buildings on the site for over 30 years. As tasks become necessary members of the committee volunteer to complete them depending on their skills.

Reference and Administrative details

List of Trustees

Jude Andrews

Andrew Oliver

Deborah Page

Helen Waterfield

Brian White

Nick Noot Davies

Nick Hutchings

Ian Harrison

David Mellors (resigned 15 January 2024)

Jeff Hannabuss (resigned 15 January 2024)

Kay Beddoe (resigned 15 January 2024)

Elaine Wareing (appointed 15 January 2024, resigned 13 November 2024)

David Jones (appointed 15 January 2024)

Steven Preston (appointed 15 January 2024, resigned 31 July 2024)

Paul Buck (appointed 15 January 2024)

Other Roles

Co-Chair: Andrew Oliver (resigned 15 January 2024)

Chair: Andrew Oliver (appointed 15 January 2024)

Co-Chair: Emily Sanders (resigned 15 January 2024)

Vice-Chair: Emily Sanders (appointed 15 January 2024)

Secretary: Rachel Burrows

Treasurer: Jude Andrews

Health and Safety and Compliance: Ian Harrison

Bar Manager: Andrew Oliver

Booking Secretary: Jude Andrews (resigned 15 January 2024)

Booking Secretary: Deborah Page (appointed 15 January 2024)

Parish Council representatives: Nick Hutchings and Ian Harrison

By order of the Committee on 15 January 2025

Trustee

J.ANDREWS

MUSKHAM RURAL COMMUNITY CENTRE**CHAIRMAN'S REPORT****YEAR ENDED 30 SEPTEMBER 2024**

2024 is now just behind us and I think we can all look back on what has been a successful year.

Bookings have continued to rise (apart from caravan rallies) and we have had several successful events.

2025 sees the start of what we hope will be a long-term relationship with the piscatorials. They have 20 plus bookings this year and their AGM. A new caravan club has booked for November. The Cougars also continue to give large amounts of support.

The kitchen is now fully registered and we are hoping to gain a 4 or 5 star rating in the coming weeks. The Saturday breakfast club has faltered over the holiday period however we will continue to try and get this project off the ground.

Finances have continued to rise and the bank accounts look very healthy, however I feel that 2025 should be a year of reinvesting. Maintenance has been somewhat neglected over the years so it's time to start to look after our assets. Main hall doors are due to be replaced, some lighting has been replaced with low usage LED lights, we need to continue to look at what we can do to reduce energy consumption and to prolong the life of the building's structure.

We also need to look at the hall users' needs, heating during bookings is an issue and remote access to heating is being investigated. Some equipment such as projector/screen tv access are regularly requested. All regular users need to be mindful of energy usage, doors being left open and heating left on are not acceptable. Kitchen use also needs to be reviewed as to energy usage during bookings.

Last year our aim was to bring MRCC back into the heart of the community. I feel we have succeeded in doing this by holding the summer fair, Tuesday nights, open mic nights, quiz nights, bingo, food vans and also the Panto and a double dose of F*rtty Towels. Whilst we need to do more events it is clear we cannot simply rely on the few volunteers that actively help out. We are in need of volunteers to help with maintenance, decorating, bar staff and planning.

Sub groups for energy usage, event planning, maintenance will help keep us on the right track. We need to invest but also be frugal with our finances. A planned maintenance budget will be set with pre-approved spending limits set, to keep spending under control.

Additional focus this year I recommend we review our procedures and policies on bookings to fire regs, CCTV to kitchen use. Compliance is key to being safe, secure and respected by all users of our fantastic facility.

I wish to thank the committee members for their assistance over the last year. MRCC would not be where we are now without your support.

Finally with great sadness we say goodbye to Jude who has been the heartbeat of the MRCC for many years. Without her input, hard work and dedication we would be in a tin hut in the corner of the field. The MRCC and the residents of North Muskhams owe a huge debt of gratitude to Jude and I am sure we wish her well in taking a well-deserved rest.

Chairman A. OLIVER on 14 January 2025

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MUSKHAM RURAL COMMUNITY CENTRE

I report on the accounts of Muskham Rural Community Centre, for the year ended 30 September 2024 which are set out on page 6 to 12.

Respective responsibilities of trustees and examiner

As the Charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 of the Charities Act 2011 (the Charities Act) does not apply, and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 the 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 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 Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act.

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.

David Pattinson

David Pattinson, Chartered Accountant
233, London Road,
Balderton,
Newark,
Nottinghamshire.
NG24 3HA

MUSKHAM RURAL COMMUNITY CENTRE

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 30 SEPTEMBER 2024

	2024			2023		
	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
	£	£	£	£	£	£
Note						
Income and endowments from: 2						
Donations and legacies	3,502	7,480	10,982	759	1,785	2,544
Other trading activities	61,088	-	61,088	36,545	-	36,545
Investments	114	6	120	109	1	110
Other	562	-	562	1,156	-	1,156
Total	65,266	7,486	72,752	38,569	1,786	40,355
Expenditure on: 3						
Raising funds	19,915	-	19,915	5,824	-	5,824
Charitable activities	32,982	2,500	35,482	34,189	1,785	35,974
Other	5,910	22,114	28,024	12,729	21,616	34,345
Total	58,807	24,614	83,421	52,742	23,401	76,143
Net income/(expenditure)	6,459	(17,128)	(10,669)	(14,173)	(21,615)	(35,788)
Transfer between funds	-	-	-	-	-	-
Net movement in funds	6,459	(17,128)	(10,669)	(14,173)	(21,615)	(35,788)
Reconciliation of funds: 8						
Total funds brought forward	42,265	301,017	343,282	56,438	322,632	379,070
Total funds carried forward	48,724	283,889	332,613	42,265	301,017	343,282

The notes on pages 6 to 11 form part of these accounts

MUSKHAM RURAL COMMUNITY CENTRE

BALANCE SHEET

30 SEPTEMBER 2024

	Note	£	2024	£	£	2023	£
Fixed assets:	5						
Tangible assets				327,558			343,708
Current assets:	6						
Stock		2,290			1,110		
Debtors and prepayments		3,797			3,140		
Cash at bank and in hand		23,279			20,402		
Total current assets			29,366			24,652	
Current liabilities:	7						
Creditors: Amounts falling due within one year		1,811			1,078		
Current portion of long-term liabilities		1,500			1,500		
			3,311			2,578	
Net current assets				26,055			22,074
				353,613			365,782
Long-term liabilities							
Loan	9			21,000			22,500
Total net assets				332,613			343,282
The funds of the charity:	8						
Unrestricted funds				48,724			42,265
Restricted - Building – Capital		278,211			299,612		
National Lottery – Capital		858			1,073		
NSDC Security – Capital		4,482			-		
Capturing memories		338		283,889	332		301,017
Total charity funds				332,613			343,282

D. PAGE

) Trustees

J. ANDREWS

Approved by the committee on 15 January 2025

Charity number 511985

The notes on pages 6 to 11 form part of these accounts

MUSKHAM RURAL COMMUNITY CENTRE**NOTES****30 SEPTEMBER 2024****1. ACCOUNTING POLICIES****a) Basis of accounting**

The accounts have been prepared under the historical cost convention and in accordance with the Charities Statement of Recommended Practice (FRS102) (effective January 2015).

b) Grant income and donations

Grants are treated as income in the year that they are received; donations are accounted for as received.

c) Expenses

Expenditure is accounted for as incurred.

d) Tangible fixed assets

Assets costing more than £200 will be capitalised and depreciated as follows:

- a) Fixtures, fittings and equipment in equal annual instalments over their expected useful life of 10 years.
- b) Solar panels in equal annual instalments over their expected useful life of 20 years.
- c) Leasehold building in equal annual instalments over the remaining 26 years of the 30 year term of the lease.

MUSKHAM RURAL COMMUNITY CENTRE

NOTES

30 SEPTEMBER 2024

2. INCOME AND ENDOWMENTS

	Unrestricted funds £	2024 Restricted funds £	Total funds £	Unrestricted funds £	2023 Restricted funds £	Total funds £
(a) <u>Donations and legacies</u>						
NCC - Electricity grant	-	2,500	2,500	-	1,785	1,785
Newark & Sherwood Security grant	-	4,980	4,980	-	-	-
Parish Council grants	1,028	-	1,028	689	-	689
Donations	2,474	-	2,474	70	-	70
	<u>3,502</u>	<u>7,480</u>	<u>10,982</u>	<u>759</u>	<u>1,785</u>	<u>2,544</u>
(b) <u>Other trading activities</u>						
Fund raising efforts	3,535	-	3,535	-	-	-
Bar sales	27,504	-	27,504	9,175	-	9,175
Live and local ticket sales	-	-	-	1,235	-	1,235
Rental income - Regular users	22,421	-	22,421	17,629	-	17,629
Occasional users	4,032	-	4,032	3,752	-	3,752
Caravans	3,596	-	3,596	4,754	-	4,754
	<u>61,088</u>	<u>-</u>	<u>61,088</u>	<u>36,545</u>	<u>-</u>	<u>36,545</u>
(c) <u>Investments</u>						
Interest	114	6	120	109	1	110
(d) <u>Other</u>						
Feed in tariff from solar panels	562	-	562	1,156	-	1,156
Total incoming resources	<u>65,266</u>	<u>7,486</u>	<u>72,752</u>	<u>38,569</u>	<u>1,786</u>	<u>40,355</u>

MUSKHAM RURAL COMMUNITY CENTRE

NOTES

30 SEPTEMBER 2024

3. EXPENDITURE

	Note	Unrestricted funds £	2024 Restricted funds £	Total funds £	Unrestricted funds £	2023 Restricted funds £	Total funds £
(a) <u>Raising funds</u>							
Fundraising expenses		1,465	-	1,465	-	-	-
Bar expenses		17,870	-	17,870	4,905	-	4,905
Bar staff wages		580	-	580	-	-	-
Live and local performance fee		-	-	-	919	-	919
		19,915	-	19,915	5,824	-	5,824
(b) <u>Charitable activities</u>							
Cleaner		6,104	-	6,104	5,853	-	5,853
Cleaning materials		1,438	-	1,438	1,227	-	1,227
Field maintenance and materials		2,481	-	2,481	1,010	-	1,010
Light and heat		11,692	2,500	14,192	9,738	1,785	11,523
Water		615	-	615	622	-	622
Refuse		1,808	-	1,808	1,624	-	1,624
Telephone, broadband and postage		459	-	459	499	-	499
Insurance and licence		2,628	-	2,628	3,049	-	3,049
Building maintenance		4,733	-	4,733	10,210	-	10,210
Miscellaneous		141	-	141	35	-	35
Membership		116	-	116	132	-	132
Stationery, software and advertising		767	-	767	190	-	190
		32,982	2,500	35,482	34,189	1,785	35,974
(c) <u>Other</u>							
Bailiff's fee		-	-	-	6,950	-	6,950
Bookings secretary		600	-	600	600	-	600
Bank charges		731	-	731	72	-	72
Depreciation	5	26,285	-	26,285	26,363	-	26,363
Independent Examiner's fee		408	-	408	360	-	360
Amortisation of capital funds		(22,114)	22,114	-	(21,616)	21,616	-
		5,910	22,114	28,024	12,729	21,616	34,345
Total expenditure		58,807	24,614	83,421	52,742	23,401	76,143

MUSKHAM RURAL COMMUNITY CENTRE

NOTES

30 SEPTEMBER 2024

4. TAXATION

As a Registered Charity, Muskham Rural Community Centre is exempt from UK Corporation Tax.

5. FIXED ASSETS

	<u>Leasehold Building</u> £	<u>Solar Panels</u> £	<u>Fixtures & Fittings & Equipment</u> £	<u>Total Fixed Assets</u> £
<u>Cost</u>				
1 October 2023	601,424	20,034	51,616	673,074
Additions	-	-	10,135	10,135
	-----	-----	-----	-----
30 September 2024	601,424	20,034	61,751	683,209
	-----	-----	-----	-----
<u>Depreciation</u>				
1 October 2024	277,584	8,016	43,766	329,366
Charged	23,132	1,002	2,151	26,285
	-----	-----	-----	-----
30 September 2024	300,716	9,018	45,917	355,651
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<u>Net book value</u>				
30 September 2024	300,708	11,016	15,834	327,558
	-----	-----	-----	-----
30 September 2023	323,840	12,018	7,850	343,708
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6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade debtors	588	1,788
Accrued income	2,490	536
Prepayments	719	816
	-----	-----
	3,797	3,140
	-----	-----

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade creditors	213	131
Accruals and deferred income	1,598	947
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	1,811	1,078
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MUSKHAM RURAL COMMUNITY CENTRE

NOTES

30 SEPTEMBER 2024

8. OUTLINE SUMMARY OF FUND MOVEMENTS

	Fund balances Brought forward	Income	Expenditure	Transfers	Gains and Losses	Fund balance Carried forward
	£	£	£	£	£	£
Unrestricted funds	42,265	65,266	(58,807)	-	-	48,724
Restricted - Building Capital	299,612	-	(21,401)	-	-	278,211
National Lottery Capital	1,073	-	(215)	-	-	858
NSDC Security Capital	-	4,980	(498)	-	-	4,482
Capturing memories	332	6	-	-	-	338
NCC Electricity	-	2,500	(2,500)	-	-	-
	343,282	72,752	(83,421)	-	-	332,613

Unrestricted funds are those available for the general purposes of the charity. The restricted funds are grants which may be spent only on the projects for which they were given.

9. TERMS OF LOAN

The Parish Council loaned £45,000 to Muskham Rural Community Centre in 2010. This loan is to be repaid in equal annual instalments over 30 years.

10. TRUSTEES' EXPENSES, REMUNERATION AND BENEFITS

No trustee expenses have been incurred.

No trustees have been paid any remuneration or received any other benefit from an employment with Muskham Rural Community Centre.