



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 1st April 2023 Period start date To 31st March 2024 Period end date

Charity name: Leominster District Community Association

Charity registration number: 703151

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Charity's object and its principal activity continues to be that of managing and developing the Community Centre for the inhabitants of Leominster and its immediate district, and to provide community development where possible to improve the lives of the 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	<p>Trustees are ever mindful that the charity was set up to benefit local people and with due regard to those in need, whether their need be leisure, education or advice and support. To this end we have an active Equal Opportunities policy and we are pleased to respond to requests from our community. Room hirers and Centre users are regularly offered the opportunity to comment on the services and facilities at the Centre and, where possible, suggestions made are further discussed and then implemented.</p> <p>A main objective of the Trustees and Management Team during this period has been to support the various groups and organisations using the Centre to work towards sustainability. Initiatives have been introduced that help with advertising, running of special events to promote groups and their activities. New groups have been helped with special room rates for up to six months.</p> <p>The current list of room hirers includes:</p> <p>Guides</p>

		<p>2 self-led Art Groups</p> <p>The Workers Educational Association talks and workshops</p> <p>The Leominster Community Choir</p> <p>Flower Arranging Workshops</p> <p>The ECHO Friday Club for adults with learning and physical disabilities</p> <p>The Leominster Festival</p> <p>Line Dancing</p> <p>2 Creative Writing Groups</p> <p>A weekly philosophy group</p> <p>The Spiritual Awareness Church</p> <p>Carers support and training group</p> <p>Yoga Classes including Yoga for Parkinson's</p> <p>WI meetings</p> <p>Conductive Enablement for sufferers of parkinsons and strokes</p> <p>Leominster Chess Club</p> <p>Family Liaison Groups</p> <p>The Mortimer History Group</p> <p>Leominster Repair Café</p> <p>Mencap support groups</p> <p>The Teddy Trust</p> <p>The Management Team regularly meet with representatives from The NHS, Herefordshire Council and Leominster Town Council.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities, in particular, the Trustees consider how planned activities will contribute to the aims and objectives they set.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
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	<p>The Trustees are ever mindful that the charity was set up to benefit local people and with due regard to those in need, whether their need be leisure, education or advice and support. To this end we have an active Equal Opportunities policy and we are pleased to respond to requests from our community. Room hirers and Centre users are regularly offered the opportunity to comment on the services and facilities at the Centre and, where possible, suggestions made are further discussed and then implemented.</p> <p>The Management Team continue to regularly meet with representatives from The NHS, Herefordshire Council and Leominster Town Council and other interested parties.</p> <p>The period has been busy for the Community Centre with room hire uptake gradually improving. Additional advertising has taken place on both social media and the local press with mixed results. The Association web site is regularly up-dated and details all events and classes/workshops/groups</p>

		<p>that the Centre accommodates. A regular news letter for all room hirers and tenants has been set up and maintained.</p> <p>Playhouse Cinema,(an LDCA project.) showing films each month continues to attract good audiences. These include special child orientated presentations. In association with Arts Alive live performances have been presented for family audiences .</p> <p>During the period the refurbishment programme continued with reception area and therapy room(attached to the Natural Health Centre) being redecorated. The easy access wc has been completely refitted and decorated and an alarm system has been installed.</p> <p>The Centres tenants Kelsam Support Services Ltd, Andrew Gunn(artist) and Karl Griffiths (First Aid) have continuing tenancies and are regularly consulted and supported.</p> <p>The Natural Health Centre therapists continue to work and have reported a good year.</p> <p>The Reprographic Resource Centre run entirely by volunteers continued to provide an important service to the community.</p>
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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	

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The Trustees are required by law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements the Trustees are required to:</p> <ul style="list-style-type: none"> - select suitable accounting policies and apply them consistently; - make judgements and estimates that are reasonable and prudent; - prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in operation. <p>The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.</p> <p>The current situation is under constant review and plans are discussed to improve income via more advertising. Running costs are likewise reviewed and improvements made where possible.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Association has for some time had a reserve fund . This, to act as necessary, if any major calamity should befall. The Trustees review this amount on an annual basis.
Amount of reserves held	Para 1.22	£15,000.
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

		The principal sources of income during
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The charity's principal sources of funds (including any fundraising)	Para 1.47	this period was room hire fees and tenants rents, a grant of £8,000 from Leominster Town Council.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	Increased energy costs and insurance premiums are seen as a major issue by both the Trustees and the Management Team. The lack of volunteers to complement the work of the team has become a major talking point and approaches to resolving this issue are being explored on a regular basis,
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution
How is the charity constituted?	Para 1.25	Charitably Incorporated Organisation
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	Under the Constitution of the CIO every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

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	Prospective trustees will be given a copy of the constitution and a copy of the latest Annual Report. They will also be given appropriate literature concerning the role of a trustee and legal obligations.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Trustees and Management Team meet monthly by zoom or face to face. Trustees hold meetings as and when necessary.
Relationship with any related parties	Para 1.51	The Association continues its relationship with Leominster Town Council, Herefordshire Council, Leominster Food Bank and Transition Leominster.
Other		

Reference and Administrative details

Charity name	Leominster District Community Association
Other name the charity uses	
Registered charity number	703151
Charity's principal address	The Leominster Community Centre

	School Road Leominster Herefordshire HR6 8NJ

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	John Hoskinson	Chair		Trustees
2	Rev M.Kneen			Trustees
3	Jennifer Bartlett			Trustees
4	Sophie Budden		From 30/5/23	Trustees
5	Tessa E Smith-Winnard		From 30/5/23	Trustees
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

J H Henderson

Full name(s)

JOHN HENRY HENDERSON

Position (eg Secretary,
Chair, etc)

CHAIR

Date

17/01/2025

LEOMINSTER DISTRICT COMMUNITY ASSOCIATION
FINANCIAL STATEMENTS
31ST MARCH 2024

LEOMINSTER DISTRICT COMMUNITY ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Rev M Kneen
J Hoskinson
J Bartlett
S Budden
T Smith-Winnard

Secretary

R Brookman

Registered Office

Community Centre
School Road
Leominster
HR6 8NJ

Charity number

703151

Accountant

Lee Cockett FCA FMAAT
Cockett & Co. Ltd
2e Rainbow Street
Leominster
HR6 8DQ

Bankers

The Co-Operative Bank PLC
PO Box 250
Skelmersdale
WN8 6WT

LEOMINSTER DISTRICT COMMUNITY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LEOMINSTER DISTRICT COMMUNITY ASSOCIATION

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st March 2024.

Responsibilities and basis of report

As the charity's trustees, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Lee Cockett FCA FMAAT
Institute of Chartered Accountants in England and Wales
Cockett & Co. Limited
Chartered Accountants
2e Rainbow Street
Leominster
HR6 8DQ

Dated:

LEOMINSTER DISTRICT COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING THE INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31ST MARCH 2024

	Note	General Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Incoming resources					
<i>Incoming resources from generated funds</i>					
Voluntary income - donations		-	-	-	2756
Activities for generating funds		-	-	-	-
Investment income		142	-	142	52
<i>Incoming resources from charitable activities</i>					
Grants - HCC		-	-	-	818
Grants - LTC		8000		8000	8000
Rent		17285	-	17285	17064
Room hire		33808	-	33808	39246
<i>Other incoming resources</i>		-	-	-	-
Total incoming resources		59235	0	59235	67936
Resources expended					
<i>Costs of generating funds:</i>					
Generating voluntary income		-	-	-	-
Charitable activities	3	79168	3855	79168	73768
Governance costs	4	696	-	696	696
Total resources expended		79864	3855	83719	74464
Net incoming resources		-20629	-3855	-24484	-6528
Total funds brought forward		55088	5004	60092	66620
Retained funds carried forward		34459	1149	35608	60092

LEOMINSTER DISTRICT COMMUNITY ASSOCIATION

BALANCE SHEET

AS AT 31ST MARCH 2024

			2024	2023
	Note	£	£	£
Fixed Assets				
Tangible assets	7			
Unrestricted funds			-	-
Restricted funds			-	-
			<hr/>	<hr/>
			0	0
Current assets				
Debtors & prepayments	8	7212	6115	
Cash at bank & in hand		36697	55665	
		<hr/>	<hr/>	
		43909	61780	
Creditors: amounts falling due within one year	9	-8301	-1688	
		<hr/>	<hr/>	
Net current assets			35608	60092
			<hr/>	<hr/>
Total assets less current liabilities			35608	60092
			<hr/>	<hr/>
Funds				
Unrestricted			34459	55088
Restricted	10		1149	5004
			<hr/>	<hr/>
Total funds			35608	60092
			<hr/>	<hr/>

The financial statements on pages 10 to 15 were approved by the Trustees on
and were signed on its behalf by:

Rev M Kneen
Chair

LEOMINSTER DISTRICT COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024

1 Accounting policies

Accounting convention

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 ("Charities SORP (FRS102)"), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

Assets and liabilities are initially recognised at cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Charities SORP (FRS 102) rather than Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Equipment	20% reducing balance
All other assets	10% straight line basis

Incoming resources

Income is accounted for in the period in which it is entitled to receipt.

Resources expended

Resources expended are recognised in the Statement of Financial Activities on an accruals basis.

Investments

The company only holds a bank deposit account.

CIO information

Leominster District Community Association was registered as a charitable incorporated organisation on 4th November 2020 and is governed by a constitution dated 11th August 2020 and registered with the Charity Commission under charity number 703151. The charity's principal office address is School Road, Leominster, HR6 8NJ.

LEOMINSTER DISTRICT COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024

2 Surplus for the year

The surplus of income over expenditure is stated after charging:

	2024 £	2023 £
Depreciation of tangible fixed assets	0	0

3 Charitable activity costs

	2024 Unrestricted £	2024 Restricted £	2024 Total £	2023 Total £
Staff costs				
Salaries and wages	54987	-	54987	48932
Volunteer & tutor costs	675	-	675	175
Premises costs				
Maintenance & repairs	4713	-	4713	3227
Lighting	0	3855	3855	-
Cleaning	245	-	245	714
Water rates	0	-	0	1752
Electricity & gas	9991	-	9991	11809
Office costs				
Insurance	3304	-	3304	3374
Postage & stationery	1022	-	1022	426
Equipment repairs & support	879	-	879	877
Telephone	934	-	934	753
Depreciation	0	-	0	-
Catering supplies	1407	-	1407	469
Activity costs	-	-	-	-
Support costs				
Office costs	387	-	387	-
Bookkeeping	101	-	101	270
Advertising	166	-	166	224
Licence & subscriptions	328	-	328	472
Sundry	29	-	29	294
	79168	3855	83023	73768

The support costs are calculated on an actual basis.

There is only one activity - that of managing and developing a community centre.

LEOMINSTER DISTRICT COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024

4 Governance costs

	2024 £	2023 £
Accounts, pension & payroll fees	696	696
Legal fees	-	-
AGM costs	-	-
	<hr/>	<hr/>
	696	696
	<hr/>	<hr/>

5 Trustee remuneration and expenses

No remuneration was paid to trustees in the year, nor were any expenses reimbursed to them. (2023 - £nil)

6 Staff costs

	2024 £	2023 £
Wages and salaries	54981	48932
Social security costs	-	-
Average number of employees employed on a part-time basis.	6	6

No employee earned above £60,000.

LEOMINSTER DISTRICT COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024

7 Tangible fixed assets

	Fixtures, fittings & equipment	Refurbishment	Total
	£	£	£
Cost			
As at 1st April 2023	59101	13431	72532
Added	-	-	-
	<hr/>	<hr/>	<hr/>
As at 31st March 2024	59101	13431	72532
	<hr/>	<hr/>	<hr/>
Depreciation			
As at 1st April 2023	59101	13431	72532
Charge for the year	-	-	0
	<hr/>	<hr/>	<hr/>
As at 31st March 2024	59101	13431	72532
	<hr/>	<hr/>	<hr/>
Net Book Value			
As at 31st March 2024	-	-	-
	<hr/>	<hr/>	<hr/>
As at 31st March 2023	0	-	0
	<hr/>	<hr/>	<hr/>

8 Debtors

	2024 £	2023 £
Room hire fees due	7212	6115
	<hr/>	<hr/>
	7212	6115
	<hr/>	<hr/>

LEOMINSTER DISTRICT COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024

9 Creditors: amounts falling due within one year

	2024	2023
	£	£
Accruals	696	696
3rd party funds held	181	181
Creditors	7424	811
	<hr/>	<hr/>
	8301	1688
	<hr/>	<hr/>

10 Restricted funds

	As at 1st April 2023	Income	Resources expended	As at 31st March 2024
	£	£	£	£
Co-op - Air Conditioning	5004	-	-3855	1149
	<hr/>	<hr/>	<hr/>	<hr/>
	5004	-	-3855	1149
	<hr/>	<hr/>	<hr/>	<hr/>



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Leominster District Community Association

On accounts for the year
ended

31st March 2024

Charity no
(if any)

703151

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2024**.

Responsibilities and
basis of report

As the charity's trustees, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

25/01/2025

Name:

Lee Cockett

Relevant professional
qualification(s) or body
(if any):

FCA - ICAEW

Address:

2e Rainbow Street

Leominster
HR6 8DQ

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.