



**Trustees' Annual Report for the period**

**From 1st Sept 2019    Period start date    To    31st Aug 2019    Period end date**

**Charity name:    ALPHINGTON COMMUNITY ASSOCIATION**

**Charity registration number:    11001339**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>(A)To promote the benefit of the inhabitants of Alphington &amp; its immediate surroundings without distinction of sex or of political, religious or other opinions by associating the Local Authorities, voluntary organisations &amp; inhabitants in a common effort to advance education &amp; to provide facilities in the interests of social welfare for recreation &amp; leisure time occupation with the object of improving the conditions of life for the said inhabitants.</p> <p>(2)To establish or to secure the establishment of a community centre &amp; to maintain &amp; manage, or to cooperate with any Local Statutory Authority in the maintenance &amp; management of such a centre for activities promoted by the Association &amp; its constituent bodies in furtherance of the above objects.</p> <p>The Charity shall be non-party in politics and non-sectarian in religion</p>
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	Maintaining the Village Hall and Community Centre by promoting and hiring out to local organisations i.e. youth and children's groups, dancing groups, church functions, Women's Institute etc. Making sure that it is affordable and accessible for everyone.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Ensuring that we have complied with the Charity Commissions guidance on public benefit when exercising any powers or duties to which the guidance is relevant.

**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	The Trustees, Officers and other volunteers from the committee members all help to run the halls, ensure the continuity of the spaces available, Ensure the upkeep and safety of the buildings and grounds. Work with community groups to help introduce new programmes into the halls for the benefit of all the community. All of these volunteers give their time freely.
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>Our aim is hiring out the Village Hall and Community Centre at affordable costs to ensure that local groups and charities are able to afford the rent and run successfully. Any profits are reinvested into maintaining and improving the facilities for the local groups and benefitting everyone in the community.</p> <p>In the last year we have completely rebuild the old Shed Theatre which was had to be condemned due to the asbestos roof, corrugated iron walls and extensive damp problems.</p> <p>The building has been linked to the Village Hall making an L-shaped multifunctional facility, offering flexible spaces for now and the future.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Both the Community Centre and Village Hall were able to report a profit despite 5 months of the financial year being in lockdown from the Covid pandemic. Through careful planning, budgeting and strict adherence to the government guidelines we were able to open up in August when lockdown was lifted. We are able to use the Village Hall throughout the
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		<p>redevelopment of the Shed Theatre. We worked very closely with groups to ensure their safe return when possible.</p> <p>All fundraising and grants went towards the Theatre rebuild and we were able to complete the building in June 2020 and we were able to use the space from August 2020 with the concrete floor. The laminate flooring was laid in January 2021 after further fundraising took place to cover the £7k cost.</p>
Performance of fundraising activities against objectives set	Para 1.41	Our aim was to complete the redevelopment of the new Alphington Theatre in 6-12 months and we were able to complete it ahead of schedule. We have raised funds and grants to cover all of the cost and pay back the £20K loans we had received.
Investment performance against objectives	Para 1.41	Our investment in redeveloping the Village Hall plus building and joining the new theatre to make a multi-functional complex has provided fantastic facilities for both local residents, for Exeter and beyond. The buildings is owned on behalf of the village and is now worth well over 1.4m
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We normally run in profit and during the rebuild of the theatre and a 5 month lockdown we have still reported profits on each centre - Village Hall £1980 and Community Centre £1140.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We only hold reserves towards specific future projects otherwise we try to try to keep to a reserve of £10k. However during the redevelopment projects it was agreed that we could drop to £5k if necessary. Now the building works are all completely and the end of lockdown is approaching we are hoping to return to our £10k reserve, giving us movement to use reserve if the recovery from lockdown is slower than anticipated.
Amount of reserves held	Para 1.22	£16k is currently held.
Reasons for holding zero reserves	Para 1.22	We would only drop to 0 zero in exceptional circumstances and would look towards obtaining additional funding if necessary. We have access to short term loans of £10k if required during recovery from the pandemic.
Details of fund materially in deficit	Para 1.24	We are in profit across all areas of the business
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	We have budgeted carefully to use the lockdown grant to get us through to 2022. One of our main costs is cleaning and we are able to use volunteers if necessary to save on costs. More lockdowns could effect us but we would hope that we would be able to access government grant again should this happen

### 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	Our normal source of funds is from hiring the various halls and rooms etc. The last few years this has been overtaken by grants and fundraising due to the large redevelopment projects we have undertaken. See above.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Our investment policy is to use any profits to reinvest into the facilities we offer and help establish and encourage new community and other groups.
A description of the principal risks facing the charity	Para 1.46	Our risks are around recovery from the pandemic. We have budgeted very carefully to see us through to 2022 but will need to monitor the situation constantly. The grant received towards the Community Centre rent has ended and we have applied for other funding from the Council. However will not cover the rent in full and will need to ensure that we budget ahead to cover the additional

		rent in the future.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	unincorporated association
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	Trustees and named officers by election from members of the community association. Must be agreed by attendees at a meeting (1st and 2nd)

### 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	From the constitution and training, additional meetings etc
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	Alphington Community Association
Other name the charity uses	
Registered charity number	1001339
Charity's principal address	32, Fairfield Road Alphington Exeter EX2 8UF

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Adrian Carpenter	Chairman/Trustee		Alphington Community Association
2	Shelley Ingham	Treasurer		Alphington Community Association
3	Kathryn Sidgwick	Secretary/Trustee	Trustee from Nov 19	Alphington Community Association
4	Harold Seward	Trustee		Alphington Community Association
5	Margaret Clark	Trustee	Trustee from Nov 19	Alphington Community Association
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**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
<b>Harold Seward</b>		
<b>Margaret Clark</b>	<b>From Nov 2019</b>	
<b>Adrian Carpenter</b>		
<b>Kathryn Sidgwick</b>	<b>From Nov 2019</b>	

## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	<i>S Ingham</i>	
<b>Full name(s)</b>	Shelley Ingham	
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	
<b>Date</b>	30/06/2021	

# Receipts and Payments

## Alphington Community Association For the year ended 31 August 2020 Cash Basis

2020

### Receipts

Collection Tins	92
Deposit	14
Donation for Tiles - Theatre Rebuild Appeal	295
Donations	2,650
Fundraising	3,679
Grants DCC/ECC	126,000
Interest Income	8
Miscellaneous Grant	670
Room Hire	28,186
Short Mat Bowls	407
Theatre - Floor fundraising campaign	1,595
<b>Total Receipts</b>	<b>163,596</b>

### Cost of Sales

Direct Wages	1,296
<b>Total Cost of Sales</b>	<b>1,296</b>

### Total Receipts

162,300

### Payments

Advertising & Marketing	(55)
Audit & Accountancy fees	324
Bad Debts	306
Caretaking	2,660
Cleaning	4,967
Equipment	1,060
Garden Expenditure	223
General Expenses	81
Insurance	1,720
IT Software and Consumables	224
Light, Power, Heating	7,237
PPE Costs	1,180
Rates	515
Rent	3,072
Repairs & Maintenance	3,071
Salaries	6,843
Subscriptions	73
Telephone & Internet	348
Waste Collection	194
<b>Total Payments</b>	<b>34,044</b>

2020

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**Surplus/(Deficit)** 128,255

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**Other Income**

Government Grant 8,231

**Total Other Income** 8,231

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**Surplus/(Deficit)** 136,487

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**Surplus/(Deficit)** 136,487



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# Independent Examiner's Report

To the Alphington Community Association

Report on the accounts of the Association for year ending 31 August 2020.

## Respective responsibilities of trustees and examiner

The committee of the association is responsible for the preparation of the accounts. The committee considers that an audit is not required for this year under section 144 of the charities act 2011 (the charities act) 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 report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and 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 committee 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 Examiners 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:
  - (a) To keep accounting records in accordance with section 130 of the charities act; and
  - (b) To prepare the accounts that accord with the accounting record and comply with the accounting requirements of the Charities Act
2. Have not been met; or to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Tuesday, 28<sup>th</sup> June 2021

Anita Cocks  
Director

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