



## Trustees' Annual Report for the period

From 1st Sept 2021 Period start date To 31st Aug 2022 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>The year has been challenging with the increased capacity and lifting of restrictions following the covid pandemic.</p> <p>With careful planning and budgeting we were able to continue when possible, make the halls available as much as we could and increased the cleaning and safety checks. We kept all the services running. We helped get many people back out into the community again.</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 being in recovery from lockdown and restrictions from the Covid pandemic. Through careful planning, budgeting and strict adherence to the government guidelines we were able to open when possible, provide spaces for groups when others could not. We worked very closely with
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		<p>groups to ensure their safe return when possible and have continued to offer groups reduced fees to help them recover from the times they were closed.</p> <p>This year has seen more use of our facilities as groups returned, albeit in smaller numbers. Some more limited-sized groups needed additional help to return. We have a number of new bookings including Table Tennis/Girl Guides/Pilates/TaeKwando /Pottery workshop, but we have lost Didi Dance, personal training sessions, the Gospel Church plus Alpha Men which was a new initiative but sadly attracted poor numbers.</p> <p>We continue to fundraise and add to the facilities of the new Theatre and have major plans for the installation of CCTV, keypad entry, new fire alarm system in all halls etc.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>We have helped raise over £4k for the community garden project and allow the gardening group to use the community centre store and water butts.</p> <p>We raised funds and a grant to replace the Village Hall heating</p> <p>We raised funds towards the installation of CCTV, keypad entry, new fire alarm system.</p>
Investment performance against objectives	Para 1.41	<p>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.</p>
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We continue to report a profit due to the grants and fundraising we have done which will go towards various long term projects for both sites
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. Now the building works are all completely and the end of lockdown and a return to normal open we have started major fundraising for new cctv, door entry on both buildings, new heating, and a general improvement plan for the Community Centre
Amount of reserves held	Para 1.22	£51k is currently held including the £10k reserve
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 as we have access to short term loans of £10k if required at very low interest
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 grants which got us through to 2022. Our caretaking/cleaning costs have increased with the increase in footfall and additional cleaning requirements. Our rent grant of £5 is likely to stop soon and we have made contingencies to have the funds already available to cover the shortfall for a year or more until we secure any additional grants or negotiate a smaller rent.

### 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. The grants are decreasing and our bookings are increasing and we expect our main funding to, once again, be from room hire.
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 2023 but will need to monitor the situation constantly. The grant received towards the Community Centre rent has ended and we have applied for othe funding from the Council from a different

		pot. 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		Alphington Community Association
4	Harold Seward	Trustee		Alphington Community Association
5	Margaret Clark	Trustee		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>Adrian Carpenter</b>		
<b>Kathryn Sidgwick</b>		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	The Village Hall was gifted to Alphington and is held by the Trustees. Funds are governed by the main Alphiington Community Association, of which the 4 trustees are also members
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	The trustees of the Village Hall's roles and responsibilities are listed in the constitution
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

#### 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

Signature(s)

SIngham

Full name(s)

Shelley Ingham

Position (eg Secretary,  
Chair, etc)

Treasurer

Date

14/05/2024

# Balance Sheet

Alphington Community Association  
As at 31 August 2022

Prepared by Tax & Financial Solutions Limited

# Contents

3 Balance Sheet

# Balance Sheet

## Alphington Community Association As at 31 August 2022

31 AUG 2022

### Fixed Assets

#### Tangible Assets

Buildings	283,424
Plant & Machinery	4,272
Less Accumulated Depreciation on Plant and Machinery	(1,185)
<b>Total Tangible Assets</b>	<b>286,511</b>

**Total Fixed Assets** 286,511

### Current Assets

#### Cash at bank and in hand

Alphington Community Assoc	32,924
Building Society (Skipton)	17,467
<b>Total Cash at bank and in hand</b>	<b>50,391</b>

Accounts Receivable 728

**Total Current Assets** 51,119

### Creditors: amounts falling due within one year

Wages Payable - Payroll	1,713
HMRC Control Account	1,595
<b>Total Creditors: amounts falling due within one year</b>	<b>3,309</b>

**Net Current Assets (Liabilities)** 47,811

**Total Assets less Current Liabilities** 334,321

**Net Assets** 334,321

### Capital and Reserves

Current Year Earnings	24,971
Reserves b/fwd	309,351
<b>Total Capital and Reserves</b>	<b>334,321</b>

# Receipts and Payments

Alphington Community Association  
For the year ended 31 August 2022

Prepared by Tax & Financial Solutions Limited

# Contents

3	Receipts and Payments
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# Receipts and Payments

## Alphington Community Association For the year ended 31 August 2022

2022

### Turnover

Alpha Men's Social Group	(87)
Art Groups Projects	10
Blinds for Photography Group	(44)
Collection Tins	123
Community Garden Project	4,777
Deposit	300
Donations	140
Fundraising	24
Grants DCC/ECC	5,259
Interest Income	59
Kiln Firing	400
Kiln Project	314
Room Hire	42,940
Short Mat Bowls	21
Table Tennis Group	515
<b>Total Turnover</b>	<b>54,751</b>

### Cost of Sales

Direct Wages	590
<b>Total Cost of Sales</b>	<b>590</b>

### Gross Profit

**54,160**

### Administrative Costs

Advertising & Marketing	368
Audit & Accountancy fees	362
Bank Fees	(138)
Charitable and Political Donations	50
Cleaning	797
Depreciation Expense	545
Employers National Insurance	951
Equipment	234
Garden Expenditure	168
General Expenses	70
Insurance	2,243
Interest Paid	-
Light, Power, Heating	3,307
New Equipment	841
PPE Costs	26
Printing & Stationery	55
Rates	711
Rent	1,316

2022

Repairs & Maintenance	2,224
Salaries	15,392
Subscriptions	60
Supplies	316
Telephone & Internet	563
Waste Collection	142
<b>Total Administrative Costs</b>	<b>30,603</b>
<b>Operating Profit</b>	<b>23,557</b>
<b>Other Income</b>	
Government Grant	1,413
<b>Total Other Income</b>	<b>1,413</b>
<b>Profit on Ordinary Activities Before Taxation</b>	<b>24,971</b>
<b>Profit after Taxation</b>	<b>24,971</b>



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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 2022.

## 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.

Thursday 9<sup>th</sup> May 2024

Anita Cocks  
Director

Higher Upcott  
Chudleigh, Newton Abbot, TQ13 0DN

Company Reg: 10521395