



Trustees Annual Report

for the period 1st March 2021 to 28th February 2022

A Reference & Administration

Charity Address: Hamsteels Community Centre
Western Avenue
Esh Winning
Co. Durham
DH7 9LS

Charity Trustees: Mr MA Burnard
Mrs SA Burnard (Chairman)
Miss A Chisholm
Mrs N Chisholm
Mrs R Makepeace (Secretary)
Mr D Walker (Treasurer)
Mr D Wilson

B Structure, Governance & Management

Type of Governing Document: Constitution

How Charity is constituted: Association

Trustee selection methods: Trustees are appointed, in the case of the Chairman, Secretary and Treasurer by election at the Annual General Meeting, together with 12 other elected Trustees. Each recognised section is able to appoint 2 Trustees, each affiliated organisation is entitled to appoint 1 trustee and the Local Authority 2 Trustees. Further Trustees may be co-opted.

Additional governance issues:

C Objects & Activity

Objects of the Charity: (i) To promote for the benefit of the inhabitants of Hamsteels Housing Estate and the neighbourhood (the 'area of benefit') without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

(ii) To establish or secure the establishment of a community centre/village hall and to maintain and manage or cooperate with any statutory authority in the maintenance and management of such a centre for activities promoted by the Association and its constituent bodies in furtherance of the above objects.

(iii) The Association shall be non party in politics and non sectarian in religion. The Association shall have power to affiliate to the National Federation of Community Associations, the Durham County Federation of Community Organisations and to other organisations with similar charitable objects.

Summary of activities undertaken for public benefit:

We have operated the community centre for the benefit of the local community and the wider public.

Activities taking place include karate, bowls, line dancing, exercise classes, history group, indoor curling, arts and crafts, bingo, art groups and baby and toddler sessions.

Trustees have had regard to the guidance on public benefit issued by the Charity Commission in relation to these activities.

Additional details on objectives and activities:

The covid-19 pandemic lead to the community centre being closed for parts of the year and, at times when permitted to open, restrictions in place severely limited the activities that could take place.

Following full re-opening, unfortunately we lost a couple of the long standing groups who decided not to restart while the numbers attending other sessions have remained below pre-pandemic levels. We have tried new activities to try to encourage people to use the community centre and some of these have now become more regular due to demand.

D Summary of main achievements during last year

The covid pandemic affected us during the year due to the closure of the community centre for periods due to lockdown.

We used this period to have the kitchen renovated and refurbished to create a more usable space and to improve safety, this work being completed in July 2021. In addition, we were able to refurbish some of the rooms to create more multi purpose spaces which could be adapted to more activities or to allow activities to take place in different ways.

We have held a number of events for the local community during the year such as family discos, afternoon tea, jubilee celebrations and Christmas events as well as working to bring in new groups such as fitness sessions and arts and crafts.

Although it has taken time to build back up following the covid pandemic and the number of users has not reached previous levels, trustees and volunteers have worked hard to organise activities and events appeal to the whole community and the number of people using the centre has started to increase again.

E Financial Review

Policy on reserves:

We hold around £2,000 of restricted reserves.

Unrestricted reserves are held in the sum of £2,000 to cover unforeseen expenses such as the breakdown of a major item of equipment such as the cooker or hearing loop system.

In addition to the above, the Trustees also consider it prudent to retain a level of 'free' unrestricted reserves with which to cover running costs and manage cash-flow. Many items of expenditure vary from month to month such as utility costs or may only occur infrequently such as the annual renewal of the insurance premium of annual serving of building systems. For this purpose, Trustees maintain a level of reserves sufficient for this purpose.

These reserves are in the sum of £3,000.

In view of the above, Trustees have concluded that these sums are adequate for the Charity's needs at the present time. The sums and this Policy in general will be reviewed annually or more regularly should circumstances require.

In view of the current uncertainty around covid-19, the potential for further closures and restrictions, Trustees have considered the reserves policy and decided it appropriate to increase the level of funds held to provide increased certainty in the event of income reducing, some users not returning or increased costs as result of the pandemic.

Trustees intend to reconsider the level of reserves held throughout the forthcoming year to ensure they are at a sustainable and appropriate level.

Further details:

Principally income during the year has been in the form of covid support grants from the local authority, these coming to around £15,700, funding towards the kitchen refurbishment of £6,500 and hire and lettings of around £8,000/

Major expenditure during the year was, in general, linked to work on the refurbishment of the kitchen with work also being carried out to improve safety and security of the reception area and refurbishment of one of the multipurpose rooms.

F Other Information

Further optional information:

The Trustees would, once again, like to record their thanks and appreciation to all the volunteers who have worked so hard in difficult times to ensure the survival of the community centre and in trying to continue to support the local community.

Without the hundreds of hours of time given by trustees and volunteers, the we would not be able to operate and deliver everything we do and the commitment of everyone involved is much appreciated.

G Declaration

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

Signed on behalf of the Trustees Name: Rhoda Makepeace
Signature: R Makepeace
Chairman/Secretary/Treasurer
Name: David Walker
Signature: [Signature]
Chairman/Secretary/Treasurer
Dated: 25 August 2022

Hamsteels

Community Hall Association

Charity No. 1023749



Accounts for the period 1 March 2021 - 28 February 2022

	RECEIPTS	PAYMENTS
Activities	138.00	
Bank Interest	1.28	
Bar	1326.29	1157.43
Building Facilities/Services		1856.18
Card Fees		23.25
Catering	821.87	
Cleaning		208.26
Equipment		498.57
Events 20-21	769.48	1,055.56
Funding	575.00	1,083.52
Hire & Lettings	8,029.02	0.00
Insurance		340.85
Licences/Alarms etc		1,423.92
Misc Expenditure		1,883.79
Misc Income	256.40	
Misc Income: Covid Support	15,763.00	
Projects		
Room 1 refurbishments		1,269.65
Reception security & covid safety		687.62
Kitchen refurbishments	6,500.00	28,217.51
	6,500.00	30,174.78
Stationery		9.00
Utilities		2,520.00
Total	34,180.34	42,235.11
Balances at 28 February 2022		
Current Account	11,462.84	B/F from 2020/2021 35,176.03
Deposit Account	15,250.12	Add Receipts 34,180.34
Float	30.00	Less Payments -42,235.11
Cash - Bar	354.75	
Cash - Kitchen	23.55	
Balance	27,121.26	27,121.26

Signed on behalf of the Trustees

Signed:

R. Makepeace
Chairman/Secretary/Treasurer

Dated:

25/02/22

Signed:

[Signature]
Chairman/Secretary/Treasurer



Section A Independent Examiner's Report

Report to the trustees/ members of HAMSTEELS COMMUNITY HALL ASSOC

On accounts for the year ended 28 FEB 2022 Charity no (if any) 1023749

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 DD / MM / YYYY.

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

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~*) 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: 18/10/22

Name: Duncan Ross

Relevant professional qualification(s) or body

(if any):

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Address:

SMITH COSTAR
CORNWALL D117 96L

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.

None
