



TRUSTEES ANNUAL REPORT FOR THE YEAR 1ST MARCH 2022 – 28TH FEBRUARY 2023

AIMS & OBJECTIVES

Purpose 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 main activities

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

Activities taking place include karate, dance classes, carpet bowls, line dancing, exercise classes, healthy eating sessions, history group, indoor kurling, arts and crafts, bingo, art groups and baby and toddler sessions. Throughout the year a number of film shows, plays, community events, Christmas events and celebrations to mark the Platinum Jubilee of HM The Queen have also been held for the local community.

Charity Commission guidance

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

Contribution made by volunteers

The exceptional contribution made by our team of volunteers and the hundreds of hours of time given during the year must be remarked upon.

Without this dedicated group of people, the community centre would not be able to function. From opening up the centre for user groups, organising events and activities, administration, cleaning, maintaining, decorating and so much more, these people are owed a huge amount of thanks for all that they do, with good humour and in sometimes difficult circumstances and the Trustees take this opportunity to place on record our thanks and appreciation for the work which has been done during the year.

ACHIEVEMENTS & PERFORMANCE

Summary of main achievements

The community centre has had a successful year. Following some difficult years during the Covid pandemic, this year has seen things returning to something more normal.

The community centre is busy each week with art classes, karate, parent and toddler group, dance classes, carpet bowls, line dancing, yoga, indoor kurling, exercise classes and craft groups using the centre. This brings a wide range of activities to the local community and helps local people to participate without the need to travel.

A number of other events and activities have also taken place. Film shows were requested by a number of people and we were able to obtain the appropriate licence to bring these to the community centre. Throughout the year, a touring play was performed, the event being a sell-out, children's discos and holiday activities have been organised, and events to mark the Platinum Jubilee of HM The

Queen and Christmas celebrations also took place. During the colder months, a community Sunday dinner was offered to bring the opportunity for people to meet with others, enjoy a hot meal and socialise within the community.

The community centre is open during the day for local people to use to meet with others, access computers and the internet and read and borrow books. This year, for the first time, the community centre offered 'warm space' sessions, opening for local people who were struggling to afford to heat their homes during the cold weather. The sessions offered somewhere warm to spend time, hot drinks and light lunch and chance to meet and socialise with other people. These sessions built up a number of regular attendees which was a particular achievement given that sessions offered elsewhere in the surrounding area often attracted few or no attendees.

We are also pleased that, despite being faced with rising costs for the running of the community centre, we have been able to avoid making any increase in charges to user groups which is of benefit to people with lower incomes as activities remain as affordable as possible to remain accessible.

The year also brought the opportunity to redecorate and improve the computer room to create a more flexible space suitable for informal activities and meetings while retaining the IT access offered to the local community. Additionally, redecoration was undertaken in one of the multipurpose rooms with the aim of creating a more inviting and welcoming space, with the redecoration of rooms and spaces planned to continue into the future.

Finally, we were successful in obtaining a grant towards environmental improvements to increase the sustainability of the community centre by reducing energy bills. These funds are to be used towards new energy efficient LED lighting, improved heating controls and ventilation alongside a project by Cornsay Parish Council, the owners of the building, to install solar panels to further reduce energy costs and the carbon footprint of the centre.

FINANCIAL REVIEW

Financial position of the Charity

We end the year in a healthy financial position. Despite having been faced with increased costs, Trustees and volunteers have worked extremely hard to generate additional income to support the running of the centre while maintaining affordable prices for local people and centre users.

At the year end, the sum of £28,763.64 was held. Of this, £5,000 was held in respect of the funding for environmental improvements. Additionally, Trustees had made provision of around £6,000 towards further works to reduce running costs in the following year together with £4,000 towards plans to continue the scheme of redecoration and refurbishment throughout the building.

This left around £13,700 which, based on the general running costs of the building of approximately £13,000 is considered an appropriate amount to carry forward to support running costs of the centre and community events and activities next year.

Policy on reserves and amount held

At the year end, we held £5,000 in restricted reserves in respect of the funding for sustainability improvements. Trustees also made provision for additional works in the next financial year to develop those to be delivered through this funding with a view to improving the ongoing sustainability of the centre by reducing energy bills.

Trustees have also ringfenced £4,000 towards further redecoration and refurbishment of the building. In particular, following the sustainability improvements an amount of making good will be necessary and while redecoration work undertaken to date has been carried out substantially by volunteers, it will be necessary to employ professional and specialist companies to carry our redecoration of the main hall due to the size, height and special nature of the wood floor which are beyond the capacity of volunteers.

The sum of £2,000 was previously ringfenced to cover unforeseen expenses such as breakdown of key equipment. With the impact of recent inflation, it has been agreed that this amount be increased to £3,000.

The funds remaining offer sufficient flexibility to support the day-to-day running of the centre, particularly as income is not consistent across the year, with much quieter periods in the summer and Christmas periods. While both gas and electricity are in contract at fairly reasonable rates, both fall due for renewal next financial year and it is considered prudent to retain sufficient flexibility as we recognise that these rates will increase substantially above the amount currently being paid.

STRUCTURE, GOVERNANCE & MANAGEMENT

Type of governing document

Constitution

How the Charity is constituted

Unincorporated 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.

REFERENCE & ADMINISTRATIVE DETAILS

Charity name

Hamsteels Community Hall Association

Registered Charity number

1023749

Principal 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

DECLARATION

The trustees declare that this report has been approved

Signed on behalf of the Trustees:

Dated: 27/9/23

S. A. Burnard

(Chairman/Secretary/Treasurer)

R. Makepeace

(Chairman/Secretary/Treasurer)



ACCOUNTS FOR THE YEAR 1ST MARCH 2022 – 28TH FEBRUARY 2023

RECEIPTS

| | | |
|-------------------------------------|-------------|--------------------|
| Hire & Lettings | | |
| Hire & Lettings | £ 16,231.75 | £ 16,231.75 |
| Activities | | |
| Parent & Toddler Group | £ 326.00 | £ 326.00 |
| Events | | |
| Tickets sales/admission/raffles etc | £ 1,337.87 | £ 1,337.87 |
| Other Receipts | | |
| Catering | £ 3,833.41 | |
| Bar | £ 918.79 | |
| Bank Interest | £ 23.31 | |
| Book Donations | £ 57.09 | |
| Misc Income | £ 721.00 | £ 5,553.60 |
| Grants & Funding | | |
| DCA Energy Grant | £ 5,000.00 | |
| CDCF/DCC Warm Spaces | £ 900.00 | |
| Co-op Local Community Fund | £ 1,894.67 | £ 7,794.67 |

PAYMENTS

| | | |
|-----------------------------------|------------|-------------------|
| Utilities | | |
| Gas | £ 672.96 | |
| Electricity | £ 3,595.50 | |
| Water | £ 372.00 | £ 4,640.46 |
| Other Expenses | | |
| Cleaning | £ 654.82 | |
| Licences | £ 367.07 | |
| Building Compliance | £ 1,374.34 | |
| Alarms | £ 1,856.38 | |
| Insurance | £ 363.65 | |
| Stationery/Postage etc | £ 45.38 | |
| Card Payment Fees | £ 49.20 | |
| Volunteer Expenses | £ 10.00 | |
| Advertising/Publicity | £ 53.51 | |
| Misc Expenditure | £ 24.21 | |
| Website | £ 278.97 | |
| Building Repairs/Maintenance | £ 3,417.53 | |
| Volunteer Costs/Training | £ 90.50 | |
| Administrative Costs | £ 72.05 | £ 8,657.61 |
| Events | | |
| Entertainment | £ 1,330.00 | |
| Catering | £ 1,130.29 | |
| Misc Costs | £ 148.81 | |
| Films | £ 303.60 | £ 2,912.70 |
| Other Payments | | |
| Catering | £ 1,105.73 | |
| Equipment | £ 2,491.38 | £ 3,597.11 |
| Projects | | |
| Computer Room | £ 4,581.61 | |
| Foyer | £ 24.40 | |
| Room 1 | £ 2,280.09 | |
| Room 2 | £ 738.98 | |
| Other Decorating | £ 516.09 | |
| Sustainability/Envnt Improvements | £ 1,652.46 | £ 9,793.63 |

TOTAL RECEIPTS

£ 31,243.89

TOTAL PAYMENTS

£ 29,601.51

Balances at 28 February 2023

| | |
|-----------------|-------------|
| Current Account | £ 11,463.50 |
| Savings Account | £ 16,423.43 |
| Cash to Bank | £ 468.41 |
| Float | £ 30.00 |
| Bar | £ 144.58 |
| Kitchen | £ 233.72 |

| | |
|--------------------|--------------|
| B/F from 2021/2022 | £ 27,121.26 |
| Add Receipts | £ 31,243.89 |
| Less Payments | -£ 29,601.51 |

BALANCE

£ 28,763.64

BALANCE

£ 28,763.64

Signed on behalf of the Trustees:

Dated: 27/9/2023

[Signature]
[Signature]

(Chairman/Secretary/Treasurer)

(Chairman/Secretary/Treasurer)



Section A Independent Examiner's Report

Report to the trustees

Charity Name: HAMSTERS COMMUNITY WALK ASSOCIATION

On accounts for the year ended

2022 / 2023 Charity no (if any) 1023749

Set out on pages

1-2 (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: [Signature]

Date: 29/10/23

Name: DUNCAN ROSE

Relevant professional qualification(s) or body

[Empty box for professional qualification]

(if any):

Address:

| |
|----------------|
| SMITHY COTTAGE |
| CORNSAY |
| SH7 9EL |

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.