

Charity Registration No. 1046613

**HOLT COMMUNITY CENTRE**  
**TRUSTEES REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31ST DECEMBER 2022**

# HOLT COMMUNITY CENTRE

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# **HOLT COMMUNITY CENTRE**

## **LEGAL & ADMINISTRATIVE DETAILS**

The Holt Community Centre was constituted by Deed of Gift in April 1964. It became a registered charity in May 1966.

<b>Trustees</b>	Carolyn Burn Lady Anwen Hurt June Clarke Henry Cockerton
<b>Charity number</b>	1046613
<b>Principal address</b>	Kerridge Way Holt Norfolk NR25 6DN
<b>Independent Examiner</b>	Barry R Holliss ACMA
<b>Bankers</b>	Barclays Bank Holt Branch 16 High Street Holt Norfolk NR25 6BQ

**TRUSTEES ANNUAL REPORT**  
**YEAR ENDED 31st DECEMBER 2022**  
**HOLT COMMUNITY CENTRE**

Kerridge Way, Holt, Norfolk NR25 6DN  
Charity Registration Number 1046613

**Trustees**

Carolyn Burn Lady Anwen Hurt June Clarke Henry Cockerton

**Structure, Governance and Management**

**Governing Document**

The Holt Community Centre amended Constitution dated 27th October 2005

**Constitution**

Charitable Trust. The Trustees form the Executive Committee of the Charity and their appointments to office are reconfirmed by the members at Annual General Meetings.

**Objectives and Activities**

The principle objects of the Charity are to control and manage a Community Centre for the benefit of the inhabitants of Holt and the neighbouring areas. This is achieved by providing facilities for local individuals and organisations on a regular or ad-hoc basis.

**Achievements and Financial Review** The accounts for the year ended 31st December 2022 shows a surplus of £7,022.26 (2021 deficit £11,633.35)

**Risk management and reserves policy** The Trustees are continually looking at the major risks facing the charity and take all necessary steps to mitigate these wherever necessary. Their intention is to seek to create financial reserves sufficient to fund three months of operating and running costs of the Community Centre.

At the date of the Balance Sheet, the charity held a net amount as at 31.12.2022 of £7,484.02 which is made up of total funds of £9,664.42 less the Private Loan of £2,180.40

**Investment policy** The Charity invests its funds in cash and liquid resources. The Trustees declare that they have approved the Trustee's Report above Signed on behalf of the board of Trustees.

Carolyn Burn  
Chairman

AUDITORS CERTIFICATE

INDEPENDENT EXAMINERS CERTIFICATE

REPORT TO THE TRUSTEES OF THE HOLT COMMUNITY CENTRE UPON  
THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2022

The charity's trustees are responsible for the preparation of these accounts. The charity's trustees consider that an audit is not required for this year under s144 of the Charities Act 2011 (the Act) and that an independent examination is needed. It is my responsibility to

- a) examine the accounts under s145 of the Act
- b) to follow the procedures laid down in the general Directions given by the Charities Commission in s145(5)(b) of the Act and
- c) to state whether particular matters have come to my attention.

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 a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosure in the accounts and seeking explanations from the trustees concerning 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.

In connection with my examination, no matter has come to my attention which would give me reasonable cause to believe that, in any material respect, the requirements:

- a) to keep accounting records in accordance with s130 of the Act
- b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act

have not been met; or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed B R Holliss, ACMA

Date 9th January 2023 Name B R Holliss

Address Holt, Norfolk . *SP22 6AT*

The original of this declaration is held by the Charity.

## Statement of Financial Activities – The Holt Community Centre

	INCOME	EXPENDITURE	NET (or PROFIT)
The accounts show gross activity in the year through the banks of	98182.13	92143.87	6038.26
<b>However this includes self-balancing</b>			
transfers between the three accounts	4225.00	4225.00	
donations for specific causes	852.70	852.70	
<b>Also the Trustees decided to</b>			
increase the till float by £100	-100.00	0.00	
repay some of the loan for the new noticeboards	0.00	300.00	
pay off the loan for the new flooring	0.00	584.00	
<b>Which total</b>	4977.70	5961.70	-984.00
Which if deducted from the gross, above, gives the operating profit, or surplus, for the year	93204.43	86182.17	7022.26
	£	£	
<b>HOW THE SURPLUS WAS ACHIEVED</b>			
The main income of the Venue comes from the letting of the premises			
To Residential Users	16494.55		
To Regular Users	18242.80		
To Casual Users	7458.19	42195.54	
The Venue also received a grant against loss of income the Omnicron		2667.00	
<b>Giving a gross hire income (or profit) of</b>		44862.54	44862.54
Against this however had to be paid:			
Administrative staff wages	-20697.31		
Other office costs and expenses	-11862.56	-32559.87	-32559.87
<b>Giving a reduced net income of</b>		12302.67	12302.67
The activities of the Venue cost in support of hiring			
Utilities	-7481.18		
Electricity feed in agreement for photovoltaic cells	3227.96		
Council Tax	-672.20		
Repairs and Maintenance	-5482.20		
Cleaning and Sanitation	-6083.35		
Safety & Security costs	-1650.85		
Providing new and upkeeping existing facilities	-5829.08		
Other costs	0.00	-23970.90	-23970.90
<b>Making an operating deficit of</b>		-11668.23	-11668.23
The venue also holds events sponsored by itself bring in or costing:			
Social Action events	-297.94		
Cinema Nights & Relayed performances	899.53		
Jazz and Big Band Nights	231.68		
Film Festival	117.73		
Art Exhibition and sale Commission	981.22		
Bingo Nights	3989.28	5921.5	5921.5
<b>Which reduces the deficit to</b>		-5746.73	-5746.73
The Venue also has income through its bar and catering			
Catering for societies, weddings and wakes	1026.68		
Bar Profit on sales of	17308.08	6456.29	7482.97
<b>Which bring the net income back to and carried over to the next page</b>		1736.24	1736.24

HOW THE SURPLUS WAS ACHIEVED, ctd

Net income brought from previous page		1736.24	1736.24
The Venue also received income through			
Donations from supporters via 365 a/c	1008.75		
General Donations	3477.11		
Bank Interest	0.16		
Providing location for Holt Festival	800.00	5286.02	5286.02
Which further increases the income (or profit) to		7022.26	7022.26

STATEMENT OF FUNDS

TOTAL FUNDS HELD	31.12.2021	Income	Expenditure	31.12. 2022
Bar Stock Revaluation			-424.00	-424.00
General Fund	378.72	93204.43	-86182.17	7400.98
1940's Fund	507.04	0		507.04
Loan for flooring	584.00		584.00	0.00
Loan for noticeboards	2480.40		300.00	2180.40
Total Funds	3950.16	93204.43	-85722.17	9664.42
SUPPORTED BY THESE ASSETS				
Bar Stock	1924.00		-424.00	1500.00
Cash at Bank	1826.16	98182.13	-92143.87	7864.42
Till Float	200.00	100.00		300.00
Total Assets	3950.16	98282.13	-92567.87	9664.42

**Self cancelling funds**

The self cancelling movement of money through the accounts as mentioned above were;

- 1           £4225 transferred between the three bank accounts during the year
- 2           £1500 collected by through the Venue, and paid over to the British Red Cross, for the Ukrainian Appeal.