Shotgate Community Association

Trustees Report for the year ended 30th June 2026.

Shotgate Community Association

report of the trustees for the year ended 30th June 2026.

The trustees present their annual report and audited financial statements for the year ended 30th June 2026 and confirm that they comply with the Charities Act 2006, the trust constitution dated 27th March 1996 amended, and more recently updated with standing orders relevant to the policy governing conflicts of interest dated 27th April 2022.

Reference and Administrative Information.

Charity Name:	Shotgate Community Association.
Charity Commission No:	310395R
Principle Office:	The Community Hall
	7 Bruce Grove
	Shotgate
	Wickford
	Essex
	SS11 8QZ

Holding Trustees:

Alan John Ursell

Thomas Patrick Carey

David John Shelley

Audrey Patricia Mackintosh

Robin Travis

Managing Trustees:

Graham White **(Chair)**

Steve Hannabuss **(Vice Chair)**

Marion Spellman **(Secretary)**

Dawne Hannabuss **(Treasurer)**

Val Travis

Mick Broadway

Dave Gibson

Steve Gabriel

Trevor Hammond

Sue Hughes

Peter Gargano

Paul Stowman

David Lipyeat

Sian Lipyeat

Auditors:

Hill Allan (Wickford) Ltd

1, Riverside Court

24 Lower Southend Road

Wickford

Essex

SS11 8AW

Bankers:

Lloyds Bank Ltd.

Shotgate Community Association

Report of the trustees for the year ended 30th June 2026

Structure, governance and management.

Governing Document.

Shotgate Community Association is constituted as a charitable trust and registered with the Charities Commission under its number of 310395R. It is governed by a constitution last reviewed in May 2026 (Minute 5.2) and agreed by the General Committee and included a policy governing conflicts of interest dated 27th April 2022.

Organisational Structure.

The Charity Trustees are responsible for the general control and management of the charity and its assets. The Trustees give their time freely and receive no financial benefits.

The trustees meet nine (9) times per year in addition to an Annual General Meeting (AGM) (totalling 10 meetings per annum) and are responsible for all decisions with respect to the running and maintenance of the building, its facilities and service to the Community.

The Management structure also consists of a buildings sub-committee and social sub-committee.

The buildings sub-committee undertake reviews of the building and land, reporting back to the Managing Trustees at an Executive committee meeting on any major building works required and any future developments to consider, having undertaken a thorough investigation gaining specifications for the works and quotations and best value.

The Social sub-committee organise events throughout the year. These include dances, quizzes, and any other entertainment that from time to time may be required to suit all age groups.

Recruitment and appointment of trustees.

Following annual elections at the AGM, the trustees are responsible for the recruitment and appointment of any additional trustee who can be co-opted onto the committee pending formal adoption at the next AGM. In selecting new trustees, the current trustees seek volunteers who are prepared to support our aims and that of the local community in line with its constitution and the objects of the Association.

Risk Management:

The trustees assess the risks involved with running and maintaining a community hall that is open to the public and that is used on a regular basis by many 'clubs' and community groups, along with small businesses that are providing essential services to our community such as yoga, weight watchers and a play group. Our management procedures are regularly reviewed ~~and are in keeping with the latest insurers conditions.~~

Our Objectives:

The objects of the Association are to:

Promote the benefit of the inhabitants of Shotgate and the neighbourhood without discrimination of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in the common interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

~~Establish or secure the establishment of a community centre and to maintain and manage the same in furtherance of the objects.~~

Promote such other charitable purposes as may from time to time be determined.

Community Activities:

Our hall is available for the purpose of celebration, education and recreation. It is also used by the Basildon District Council for elections and major planning presentations that are happening within the area.

The hall is used regularly for example by a playschool, Karate club, over 50's club, table tennis club and yoga club, slimming group, etc. In addition, the hall is used for private celebrations such as wedding receptions, Birthday parties ~~for all ages~~ along with a number of social events organised by our Social sub-committee including dances and a children's Halloween party Burns night dinner and dance, Christmas eve Santa parade, and multiple quiz nights to name but a few.

We also occasionally have open days showcasing the groups that use the hall and local small business to publicise what the area has to offer.

Plans for the future:

We are continually monitoring the hall and its structure. Plans are therefore always open to change, however at this time we are actively considering the merits of solar power and how that might reduce our environmental impact as well as long term reduction in our power costs. This will help us to continue providing this valuable community service.

Approved by the Trustees and signed on their behalf by:

Graham White. (Chair) 

Dated: 23/9/26

SHOTGATE COMMUNITY ASSOCIATION
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 30 JUNE 2026

Presentation of the Financial Statements:
We are pleased to present the Statement of Income and Expenditure Account as set out on the following page for the year ended 30 June 2026.

Financial Statements:
We have completed the Statement of Income and Expenditure Account from the records, explanations and other information provided to us.

We have not carried out any audit procedures.

Independent Examiner's Statement
We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:
a. the accounting records were not reasonably kept, and;
b. the financial statements do not accord with those records.

Paul Brown FCA
Browns Taxation and Accountancy LLP
2 Lords Court
Cricketers Way
Basildon
Essex
SS13 1SS
Dated: 30/09/2026

SHOTGATE COMMUNITY ASSOCIATION
INCOME AND EXPENDITURE ACCOUNT
MAIN AND SOCIAL FUNDS
FOR THE YEAR ENDED 30 JUNE 2026

	Main Fund 2026 £	Social Fund 2026 £	Main Fund 2025 £	Social Fund 2025 £
Income:				
Hall event hire	37160	0	36602	0
Social events	4928	5199	0	3866
Bank interest received	160	12	274	20
	42248	5211	36876	3886
Expenditure:				
Social & hall event costs	6106	4242	836	1500
Wages & salaries	12150	0	12935	0
General & water rates	1599	0	1327	0
Light & heating	6348	0	7733	0
Repairs & maintenance	9876	0	19665	1600
Insurances	2417	0	2417	0
Subscriptions	1262	0	331	0
Cleaning	325	0	1418	0
Accountancy	780	420	516	0
Bank charges	0	53	107	38
	40863	4715	47285	3138
Surplus/(deficit) for the year	**1385**	**496**	**-10409**	**748**

SHOTGATE COMMUNITY ASSOCIATION
BALANCE SHEET
MAIN AND SOCIAL FUNDS
AS AT 30 JUNE 2026

Main asset:					
Building		68821	0	68821	0
Current assets:					
Stocks of sundries		100	0	0	73
Hall hire fees due		0	0	0	50
Bank	Current account	15879	501	13512	423
Bank	Deposit account	26374	3155	28259	1569
Cash		1964	0	501	625
		113138	3656	111093	2740
Liabilities:					
Accrual charges		780	420	120	0
Assets less liabilities		**112358**	**3236**	**110973**	**2740**
Financed by:					
Capital and reserves:					
Surplus funds as at 1 July 2025		110973	2740	121382	1992
Surplus/(deficit) funds for the year		1385	496	-10409	748
Surplus funds as at 30 June 2026		112358	3236	110973	2740

These Financial Statements were approved by the Board of Trustees and authorised for issue on 30 September 2026 and signed on their behalf by:

Signature 

Name Trustee/~~Chair~~

Rob TRAVIS

SHOTGATE COMMUNITY ASSOCIATION
INCOME AND EXPENDITURE ACCOUNT
MAIN AND SOCIAL FUNDS
FOR THE YEAR ENDED 30 JUNE 2026

Browns Taxation & Accountancy LLP
2 Lords Court
Cricketers Way
Basildon
Essex
SS13 1SS **01268 251788**