



CHESTER-LE-STREET COMMUNITY ASSOCIATION

**NEWCASTLE ROAD, CHESTER-LE-STREET, CO. DURHAM DH3 3TS
TEL 0191 3884752
www.clscommcentre.com
clscommunitycentre@gmail.com**



ANNUAL REPORT AND ANNUAL ACCOUNTS 2020

Charity Registration No.: 520753

VAT Registration No.: 865 4841 89

CHESTER-LE-STREET COMMUNITY ASSOCIATION

OFFICERS AND COMMITTEE 2019/2020

Chairman	Gary Saunders
Vice-Chairman	Pauline Swann
Treasurer	Laszlo Szomoru

MANAGEMENT COMMITTEE

W Watson	P. Hyde
M. Lincoln *	A. Henderson *
M. Godfrey *	P. Hyde
P Swann	V. Parson
W Stephenson	
* Resigned Oct 2019	

STAFF

Manager	Julie Dryden- Smith
Finance Officer	Derek Smith
Marketing and Admin	June Donald
Housekeeper	Gary Eglinton
Housekeeper	Dawn Raine
Housekeeper	Lisa Graham

VOLUNTEERS

Coffee Bar	Bill Watson
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Fire Safety Officer	Julie Dryden- Smith / June Donald
Health and Safety Officer	Julie Dryden- Smith / June Donald

Donald

AUDITOR

Mr. T Cain

CHESTER-LE-STREET COMMUNITY ASSOCIATION

USER GROUPS

Scottish Country Dancing	Monday morning	Weekly
Craft Club	Monday morning	Weekly
FitSteps	Monday morning	Weekly
Floral Art	Monday morning	Weekly
H.W.T.D.S.	Monday afternoon	Weekly
Exercise for 40+	Monday afternoon	Weekly
Rhythm Not Blues	Monday afternoon	Weekly
Yoga	Monday evening	Weekly
Bridge Club	Monday evening	Weekly
Dryburn Theatrical Workshop	Monday evening	Weekly
Tai Chi	Tuesday morning	Weekly
Art Society	Tuesday morning	Weekly
Art & Well Being	Tuesday morning	Weekly
Bowls Club	Tuesday afternoon	Weekly
H.W.T.D.S.	Tuesday afternoon	Weekly
Adult Tap & Ballet	Tuesday evening	Weekly
Group A	Tuesday evening	Weekly
Zumba	Wednesday morning	Weekly
Pilates	Wednesday morning	Weekly
Friendly Art Group	Wednesday morning	Weekly
Northern Voice Academy	Wednesday evening	Weekly
Group A	Wednesday evening	Weekly
Al-Anon	Wednesday evening	Weekly
Karate	Wednesday evening	Weekly
Thursday Morning Art Group	Thursday morning	Weekly
Friends Watercolours	Thursday afternoon	Weekly
Exercise for 50+	Thursday afternoon	Weekly
Bridge Club	Thursday evening	Weekly
Aikido	Thursday evening	Weekly
Group A	Thursday evening	Weekly
Tae Kwon Do	Thursday evening	Weekly
Mindfulness	Friday morning	Weekly
Bowls Club	Friday afternoon	Weekly
H.W.T.D.S.	Friday afternoon	Weekly
Intermediate German	Friday afternoon	Weekly
Theatre Group	Friday evening	Weekly
Centre Stage	Saturday morning	Weekly
H.W.T.D.S.	Sunday all day	Weekly
Junior Theatre Group	Sunday afternoon	Weekly
North East Concert Band	Sunday evening	Weekly
Spin Off Sax	Sunday evening	Weekly
Group A	Sunday evening	Weekly
Folk Club	Sunday evening	Fortnightly

CLASSES

Scottish Country Dancing	Monday afternoons	Weekly
Rhythm Not Blues	Monday afternoons	Weekly
Yoga Beginners	Monday evening	Weekly

Yoga All abilities	Monday evening	Weekly
Tai Chi Experts	Tuesday morning	Weekly
Tai Chi Beginners	Tuesday morning	Weekly
Tai Chi Improvers	Tuesday morning	Weekly
Tap Dancing Beginners	Tuesday evening	Weekly
Tap Dancing Improvers	Tuesday evening	Weekly
Ballet Dancing for Adults	Tuesday evening	Weekly
Zumba	Wednesday morning	Weekly
Pilates	Wednesday morning	Weekly
Karate	Wednesday evening	Weekly
Yoga All abilities	Thursday evening	Weekly
Tae Kwon Do	Thursday evening	Weekly
Aikido	Thursday evening	Weekly
Improvers German	Friday afternoon	3 terms

PRIVATE GROUPS

Working Links	Various
NODA	Various
Durham County Council	Various
Polling Station	Various
Durham Police	Various
Social Services	Various
Victim Support	Various
Mobile Cinema	Quarterly
Mindfulness 1	Various
Mindfulness 2	Various
INGEUS - pre-diabetes	Various
National Citizen Scheme	Various

Plus 5 weeks of drama, also various revues and concerts during the year

Chairman's Report 2019/2020

I wish to thank William Stephenson, the former Chairman, for all the guidance and support he has offered me during my first year as Chairman of the Community Association and welcome him as a Trustee, which will ensure all his knowledge does not get lost. I would also like to thank Julie and the team, for once again, running the centre so efficiently and acknowledge all the additional work that is freely given to support this wonderful centre by everyone which without this generous support we would not be in such a strong position. I am delighted to have supported with the completion of the outstanding electrical work and will continue to offer my services free of charge in the future.

Manager's Report 2019/2020

This has been another year of changes with our new Chairman Gary Saunders, our New Vice -Chairman Pauline Swann and new Treasurer Laszlo Szomoru. I would like to thank them all for their hard work, in this their first year in their new roles.

The minor issues highlighted by Durham County Council at last year's meeting have all been addressed: Damaged fire exit gate removed, Annual external Asbestos and 2 yearly Legionella inspections completed. The required electrical work has been completed by our chairman, who is a fully qualified Electrician, helping us to keep the costs to a minimum and all fire exit signs have been repositioned or replaced. For which we would like to thank Gary Saunders as Chairman for his continued support and hard work.

The decorating within the centre is now complete and has received many accolades on how bright and welcoming the rooms are.

Our Crisp recycling scheme for "If You Care Share" which is a local mental health charity,

has been extremely successful with 24 full black bags of packets collected this year and we intend to continue this activity. Donation point is in the lounge.

We have not been successful in securing additional parking spaces around the centre.

Improvements completed this year:

- New Stage Curtains in the Bill Stephenson Hall
- New "Shutter Style" Blinds in the lounge.
- Recycled tables and chairs for lounge
- New "Party Package" for hall hire has been extremely popular since its launch, showing a 97% increase on last year's birthday party bookings.
- Blade hand drier installed in the ladies' toilets
- Fire Exit signs all replaced

Future Improvements we would like to make are:

- Baby Changing stations in both toilets as the centre has multi-generational use
- Toilet refurbishments including Blade hand driers
- Lift refurbishment
- Outside Smoking Area

The centre continues to operate very smoothly picking up more party bookings and private hires everything was very encouraging until the COVID19 pandemic struck

Julie Dryden-Smith

CENTRE MANAGER

Financial Statement 2019/2020

prepared by Mr D Smith

The financial year to 31 March 2020 shows a surplus of £325 which after taking into account the fact that most of our March income was lost due to the pandemic, was a satisfactory outcome

1.Room hire charges have again increased from £50793 to £54050. This is an increase of 6.4%.

As rates have not been increased during the year, this increase is entirely due to greater room usage.

2.Membership income has shown a slight decline from £4358 to £3877.

4.Wages costs have reduced from £45380 to £37744, a decrease of 16%. This is a direct consequence of strong management controls.

5.During the year there were no fixed assets purchased.

All these assets have a long and useful life so, in accordance with standard accounting practice, we have decided to write them down over a period of 5 years.

6.No bad debts were incurred during the year and there is no requirement for a bad debt provision.

In conclusion, the last year has shown an encouraging performance given the circumstances.

Our thanks to our independent examiner, Terry Cain, for his diligent work in completing the examination.

SCALE OF CHARGES FROM 1st January 2021
ALL CHARGES ARE FOR A PERIOD OF UP TO 3 HOURS
(ADDITIONAL HOURS WILL BE CHARGED PRO RATA)

<u>Room</u>	<u>Member Groups</u>	<u>Private</u>
1.	£20.00	By arrangement
2.	£25.00	By arrangement
3.	£20.00	By arrangement
4.	£20.00	By arrangement
Hall	£35.00	By arrangement

ANNUAL MEMBERSHIP FEES FROM 1st JANUARY 2020

SENIOR (AGES 18 AND OVER)	£10.00
JUNIOR (AGES 5 - 18)	£5.00
UNDER 5s	FREE

All memberships are due January 1st and must be paid by January 31st to secure membership. Names, addresses and telephone numbers of group members must be forwarded to the office by January 31st each year.

Member Groups Shall be such groups as may be formed within the Association among the individual members for the furtherance of a common activity. Each Member Group can elect two representatives to serve on the Management Committee.

MAINTENANCE AND IMPROVEMENT PROGRAMME

Aims for 2020 and beyond:

- New Baby Changing Facilities for both Male & Female Toilets
- New CCTV system
- New Fire Alarm System
- New Building Alarm System
- New Hand Driers for all toilets
- Treatment of external fences and Garden
- Lift Refurbishment
- New carpets for the lounge and lobby area
- External Facia work
- Complete Refurbishment of all toilets

To achieve these aims

- Apply for Grant funding.
- Apply for funding – private sector
- Fund raising efforts within the Association
- Increase % of booked space

Success criteria

- Access for a wider programme of activities
- More pleasing/ ecological environment.
- Greater public profile awareness
- Continued provision of facilities for users.

WIDER USE OF THE ASSOCIATION

Our present policy for publicity is:

“Programme of Activities” booklets published regularly.
Brochure holders for booklets in Lounge
Use of local newspapers.
Use of Chester-le-Live booklet (delivered throughout the district)
Internet use - our own website (www.clscommcentre.com)
Facebook Page - Chester le Street Community Centre
Facebook - Chester le Street Notice board
Live on DCC preferred Room Booking system

TO INCREASE INCOME

Aims:

We aim to ensure that income is sufficient to meet present/future requirements.

To achieve this aim

- To regularly review all charges and keep annual increases to a moderate amount.
- Extra usage will generate more income.
- A permanent book, cd and dvd stall is in the lounge to raise further income.

Success criteria:

- Provide financial stability.
- Continuation of present programme of on-going improvements and maintenance
- Increase in Private bookings
- Increase in Corporate bookings

Laszlo Szomorou
TREASURER

Chester Le Street Community Association
Balance Sheet
As of March 31, 2020

	Total
Fixed Asset	
Tangible assets	
Fixtures and Fittings Cost	0.00
Fixtures and Fittings Depreciation	0.00
Office Equipment Cost	10,003.00
Office Equipment Depreciation	-2,701.50
Total Tangible assets	£ 7,301.50
Total Fixed Asset	£ 7,301.50
Cash at bank and in hand	
Current account	0.00
HSBC Bank (UK) - Business Banking	6,778.40
Petty cash and floats	200.00
Savings	55,455.00
Total Cash at bank and in hand	£ 62,433.40
Net current assets	£ 62,433.40
Creditors: amounts falling due within one year	
Credit Cards	
Credit Card	0.00
Total Credit Cards	£ 0.00
Current Liabilities	
VAT Control	0.00
VAT Suspense	0.00
Total Current Liabilities	£ 0.00
Total Creditors: amounts falling due within one year	£ 0.00
Net current assets (liabilities)	£ 62,433.40
Total assets less current liabilities	£ 69,734.90
Total net assets (liabilities)	£ 69,734.90
Capital and Reserves	
Opening Balance Equity	0.00
Retained Earnings	69,410.00
Profit for the year	324.90
Total Capital and Reserves	£ 69,734.90

Thursday, May 26, 2022 11:56:27 am GMT+1 - Accrual Basis

Chester Le Street Community Association
Profit and Loss
April 2019 - March 2020

	Total
Income	
Book Stall	645.71
Cakes	283.96
Copier	0.00
Donations	0.00
Grants & donations	2,772.55
Jeans Kitchen	23,493.28
Membership	3,877.00
Other Income	112.89
Room Hire	54,050.12
Sales	0.00
Total Income	£ 85,235.51
Cost of Sales	
Jeans Kitchen costs	19,845.76
Tutor fees	2,300.00
Total Cost of Sales	£ 22,145.76
Gross Profit	£ 63,089.75
Expenses	
Cleaning	1,084.41
Computer Costs	66.41
Depreciation	2,000.50
Electricity	2,414.64
Gas	1,589.99
I.T.	289.50
Insurances	2,586.24
Office/General Administrative Expenses	2,941.90
Phone Costs	598.89
Printing, Postage and Stationery	407.75
Repair and maintenance	6,451.78
Small equipment	1,218.00
Uncategorised Expense	0.00
Utilities	3,370.70
Wages	37,744.14
Total Expenses	£ 62,764.85
Net Income	£ 324.90

Thursday, May 26, 2022 11:56:57 am GMT+1 - Accrual Basis

Independent Examiners Report to the Trustees of:-

Chester -le- Street Community Association

I am pleased to be able to report to the Trustees on my examination of the accounts of Chester -le- Street Community Association ("the Trust") for the year ending 31st March 2020.

Responsibilities and basis of the report

As the charity trustees of the "Trust" you are responsible for the preparation of the accounts in accordance within 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 "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"

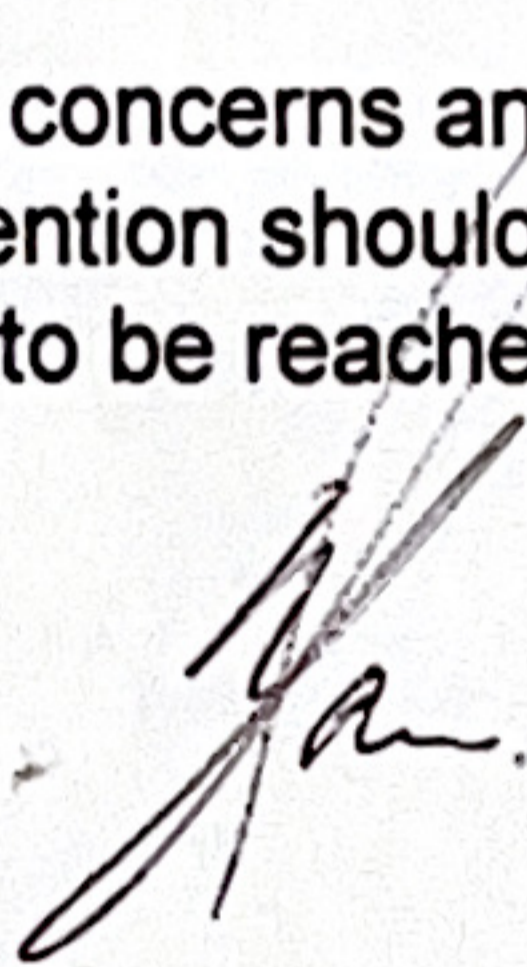
Independent Examiners Statement

I have completed my examination and I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the "Trust" as required by section 130 of the "Act"
- or
- 2 the accounts do no accord with those records

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

Signed:



Name: T. A. Cain

Address: 16 Highfield Rise
Chester -le- Street
County Durham
DH3 3UX

Date: 15th July 2022