



# Hersden Community Centre

Hersden Neighbourhood Centre Association  
The Avenue, Hersden, Canterbury, Kent, CT3 4HL  
01227 712 040

[www.hersdencommunitycentre.co.uk](http://www.hersdencommunitycentre.co.uk)  
[info@hersdencommunitycentre.co.uk](mailto:info@hersdencommunitycentre.co.uk)

## Agenda for Committee Meeting.

Date of Meeting: Monday 11<sup>th</sup> October 2021

Time of Meeting: 11am

Location of Meeting: Hersden Community Centre

1. Apologies for Absence
2. Minutes from the last meeting  
EGM 23/3/2021 were approved on 23/4/2021)  
Meeting 23/4/2021 To be approved.
3. Matters Arising from  
Meeting on 23/4/2021
4. Finances for Year ending 2020  
To view presented accounts and sign off.
5. Whiteboard Items  
Marquee  
Grit Bins
6. Meeting Closed

Funded by



Registered Charity Number: 801 402

**Minutes from the Meeting of Hersden Neighbourhood Centre Association Committee on Friday 23<sup>rd</sup> April 2021 at 10:30am**

**Apologies from**

Alan Marsh, Peter Gausden and Louise Harvey Quirke.

**Attendance from**

Andrea Brabham, Hazel Brackley, Elsie Edwards, Georgina Glover, Sarah Carden, Dawn Hougham, Ross Llewellyn, Gill Waite and Jack Brabham.

**Minutes from**

23<sup>rd</sup> March 2021 – this was an EGM to agree finances in light of the missing AGM from CV-19 restrictions. The minutes provided were agreed, as a true and correct record, proposed by Georgina Glover and seconded by Sarah Carden.

**Matters Arising**

Thanks was recorded from Georgina for the reduced but fantastic Christmas Float that we put on

Rose bush in Memory of Jean Bird, Jack to purchase a 'jean' rose and plant in front of the old church doors, a plaque to go with this saying  
" In loving memory of our Dedicated volunteer Jean Bird"

Roof on Main Hall – during the lockdown we noticed that the damp on the ceiling had returned, unfortunately coombs had since gone into liquidation and sent through a £8k VAT bill and would not honour any repairs, the works are being explored by a local builder and means of funding are being explored, the VAT bill is being disputed.

The long-term solution may be to have a permanent dehumidifier installed in the Hall.  
It was also agreed to keep the hall heated at a low temperature at all times.

Wet room floor, out of all the prices received one for cash at £2900 or £30080+vat from the same company were discussed the one with VAT and warranty was agreed.

**Finances**

Very careful consideration is required for spending finances, as we no longer receive any funds from CCC

The decision was made to

Discontinue the breakfast club until the winter months

Discontinue the lunch club in its full manor and provide a soup and sandwich lunch as part of our core service in replacement. This will be reviewed in the autumn.

Discontinue the Monday Coffee morning in its usual manor and provide a space where people can safely meet at a distance.

Classes: The crochet and Art class are to continue.

The additional cleaning and sanitizing schedules to be continued because of the CV-19 needs.

Because of us not having CCC funding or a youth pavilion anymore Sues position (subject to funding) is no longer sustainable so after discussion and consideration it was agreed that we write to sue

informing her of the changes within HNCA and that her hours would reduce to two hours per week to continue the Crochet class.

Jack to continue the day to day supervision of the staff and Georgina to continue the day to day supervision of Jack.

The HNCA Accounts last year made a loss of approximately £300 pcm alone in salaries plus the building running costs.

There is currently no income coming in.

#### **Whiteboard**

Peter Cornish is retiring this year, and unfortunately the congregation at Sturry and Westbere will no longer have their own vicar, although they will share one from All saints Church.

A proposal to create a mini hair salon in one of the old offices is being explored as a way to make extra revenue to keep the centre operating as it is now.

Gill to communicate with Judith with regard the Monday Play and stay and see what we can do to reinstate this group.

The Pavilion has now been demolished via the insurance, Gill to write to Canterbury City Council and ask for regular updates on the replacement.

#### **Date of Next Meeting**

Friday 25<sup>th</sup> June 2021 at 10:30am

#### **Meeting Closed**

11:50am



Handwritten signature and date: 11/10/2021

# HERSDEN NEIGHBOURHOOD CENTRE ASSOCIATION

REG CHARITY NO: 801402

## REPORT AND FINANCIAL STATEMENTS FOR

YEAR ENDED 31<sup>st</sup> DECEMBER 2020

### LEGAL AND ADMINISTRATIVE INFORMATION

#### TRUSTEES

Ms A. Brabham (Chair)  
Mrs G. Glover (Vice Chair)  
Ms A. Brabham (Acting Treasurer)  
Mr J. Brabham  
Miss E. Edwards  
Mrs H. Brackley  
Miss S. Carden (Acting Secretary)  
Mrs D. Hougham  
Mr R. Llewellyn

#### REGISTERED OFFICE

Hersden Community Centre  
The Avenue  
Hersden  
Kent  
CT3 4HL

#### INDEPENDENT EXAMINER

Hilary Adams- Chartered Accountants  
158 High Street  
Herne Bay  
Kent  
CT6 5NP

#### BANKERS

HSBC  
9 Rose Lane  
Canterbury  
Kent

**HERSDEN NEIGHBOURHOOD CENTRE ASSOCIATION  
ANNUAL REPORT TO ACCOMPANY THE ACCOUNTS  
YEAR ENDING 31<sup>ST</sup> DECEMBER 2020**

The year 2020 started as any year would previously everything as normal and as expected, until March 2020! The announcement of the Corona Virus restrictions, the first three months were amazingly positive with big plans for expanding services and facilities. During the restrictions we had to change our services to emergency provisions only and had an amazing amount of voluntary support from our village residents helping other residents.

This closure did however allow a couple of dedicated volunteers to do some much needed work to the building, including the expansion of the facilities (by converting some unused toilets into a wet shower room).

Unfortunately this year due to my health and wellbeing, I have taken a step back from the day to day accounts, and now support and advise where I can.

We have a team of trustees, who continue to work very hard behind the scenes to ensure the Centre stays focused. As always we need new members with expertise in management, Human resources, funding and legal backgrounds to join us, as we welcome a stronger more knowledgeable team, so that HNCA can continue to support the people of Hersden and surrounding areas that depend upon us more and more, due to the increased lack of government support.

Surprisingly The Community Centre remains in a reasonably good financial position especially with this year's pandemic. It however wouldn't have been in this position without the support of the Governments funding grants for small businesses.

The accounts for 2020 continue to be prepared in accordance with approved guidelines, on an accruals basis for an organisation with a turnover of less than £100,000. Again we have completed the accounts under the custom system, which is working well however needs some adjustment; we are working with the accountant to make necessary changes.

The 2020 accounts show that our income was £44,049.50 and our expenses £43,320.74 Resulting a surplus of £728.76

HNCA's general available funds remain a credit balance and the ear marked groups under our umbrella are still in reasonable financial stead.

I would like to once again, sincerely thank all the people for their support over the year and look forward to a better year with you all next year.

Andrea Brabham  
HNCA Chair Person 2020



11/10/2021

## **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF HERSDEN NEIGHBOURHOOD CENTRE**

We report on the projected Income and Expenditure Account of the Association for the year ended 31 December 2020.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to our attention.

### **Basis of independent examiner's report**

Our 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 disclosures in the accounts, and seeking explanations from you as trustees concerning any 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.

### **Independent examiner's statement**

In connection with our examination, no matter has come to our attention:

(1) which gives us reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Hilary Adams Ltd  
Chartered Accountants  
158 High Street  
Herne Bay  
Kent  
CT6 5NP

Date: 27 September 2021

## SOFA

	Unrestricted Funds	Restricted Funds - Minibus	Restricted Funds - Community Centre	<b>Total Funds 31.12.20</b>	Total Funds 31.12.19
Hall & Room Hire	10,759.23			<b>10,759.23</b>	19,036.64
Fees	228.50			<b>228.50</b>	1,114.25
Art Club	172.50			<b>172.50</b>	691.50
Lunch Fees	420.00			<b>420.00</b>	2,410.00
Coffee Morning / Troy's Travels	764.34			<b>764.34</b>	6,513.51
Grants & Donations	30,547.76			<b>30,547.76</b>	7,000.98
Fund Raising	933.96			<b>933.96</b>	14,187.43
Cross Stitch	10.75			<b>10.75</b>	100.20
Sundry Income	0.00			<b>0.00</b>	50.00
Majorettes	50.00			<b>50.00</b>	165.00
Mini Bus Fund		50.00		<b>50.00</b>	1,152.00
Friday Café	112.46			<b>112.46</b>	701.98
<b>Total Incoming Resources</b>	<b>43,999.50</b>	<b>50.00</b>	<b>0.00</b>	<b>44,049.50</b>	<b>53,123.49</b>
Staff Costs	25,037.35			<b>25,037.35</b>	25,720.59
Repairs & Maintenance	6,968.24			<b>6,968.24</b>	6,388.57
Licences	504.00			<b>504.00</b>	512.31
Security	651.26			<b>651.26</b>	601.66
Insurance	1,202.59			<b>1,202.59</b>	894.65
Light & Heat	2,719.38			<b>2,719.38</b>	4,962.04
Communications	752.18			<b>752.18</b>	1,179.09
Water & Rates	954.91			<b>954.91</b>	407.28
Cleaning	324.07			<b>324.07</b>	492.43
Office Supplies	394.38			<b>394.38</b>	232.23
Lunch Club	385.64			<b>385.64</b>	1,669.17
Miscellaneous Expenses	303.91			<b>303.91</b>	619.83
Art Club	44.99			<b>44.99</b>	2,732.48
Cross Stitch	0.00			<b>0.00</b>	172.00
Fund Raising	1,626.51			<b>1,626.51</b>	3,517.69
Professional Fees	330.00			<b>330.00</b>	3,274.50
Majorettes	0.00			<b>0.00</b>	0.00
Coffee Morning / Troy's Travels	1,029.14			<b>1,029.14</b>	1,131.00
Friday Café	42.19			<b>42.19</b>	274.20
Mini Bus Fund		50.00		<b>50.00</b>	765.57
	<b>43,270.74</b>	<b>50.00</b>	<b>0.00</b>	<b>43,320.74</b>	<b>55,547.29</b>
<b>Net Incoming Resources</b>	<b>728.76</b>	<b>0.00</b>	<b>0.00</b>	<b>728.76</b>	<b>-2,423.80</b>
Transfers between funds	0.00	0.00	0.00	<b>0.00</b>	0.00
Balance b/f	57,450.46	12,631.37	0.00	<b>70,081.83</b>	72,505.63
Balance c/f	<b>58,179.22</b>	<b>12,631.37</b>	<b>0.00</b>	<b>70,810.59</b>	<b>70,081.83</b>

## Balance Sheet

	2020	2019
<b><u>Current Assets</u></b>		
Cash in hand	1,250.36	3,015.29
Cash at bank	<u>69,442.77</u>	<u>68,000.10</u>
	70,693.13	71,015.39
Debtors	1,498.12	0.00
Prepayments	<u>0.00</u>	<u>0.00</u>
	1,498.12	0.00
<b>Total Assets</b>	72,191.25	71,015.39
<b><u>Current Liabilities</u></b>		
Creditors	0.00	0.00
Accruals	<u>1,380.66</u>	<u>933.54</u>
	1,380.66	933.54
<b>Total Net Assets</b>	<u><u>70,810.59</u></u>	<u><u>70,081.85</u></u>
	0.00	
Represented by the following funds:		
<i>Unrestricted Funds</i>		
General Fund	41,714.67	41,014.02
Coffee Morning / Troy's Travels	7,231.94	7,496.74
Majorettes	2,241.89	2,191.89
Cross Stitch	512.73	501.98
Senior Citizens / Lunch	905.98	871.62
Senior Youth & Junior Youth	1,086.70	1,086.70
Friday Café	1,695.68	1,625.41
Art Club	<u>2,789.63</u>	<u>2,662.12</u>
	58,179.22	57,450.48
<i>Restricted Funds:</i>		
Minibus Fund	12,631.37	12,631.37
Community Centre	<u>0.00</u>	<u>0.00</u>
	12,631.37	12,631.37
<b>TOTAL FUNDS</b>	<u><u>70,810.59</u></u>	<u><u>70,081.85</u></u>



# Quotation

Quotation Number: 0000094323  
Quotation Date: 11 Oct 2021  
Account Number: HER056

Jack  
Hersden Neighbourhood Community Association  
The Avenue  
Hersden  
Canterbury  
Kent  
CT3 4HL  
Great Britain

[sales@rvroger.co.uk](mailto:sales@rvroger.co.uk)

Contact us to confirm your order

	Quantity	Rate	VAT Code	Total
<b>Nursery Stock: Winter Planting</b>				
Rosa 'Jean Mermoz' A Grade (budded on R. laxa)	1	£10.49	1	£10.49
(Nursery Stock) Carriage Charge for dispatch (November -March)	1	£10.00	1	£10.00
<b>Goods Total (ex.VAT):</b>				£17.07
<b>VAT content:</b>				£3.42
<b>Total (inc VAT):</b>				£20.49

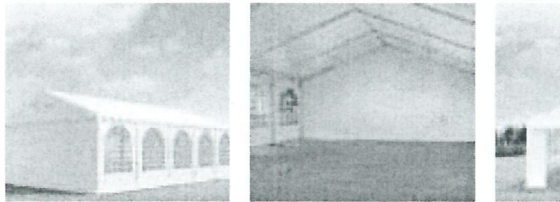
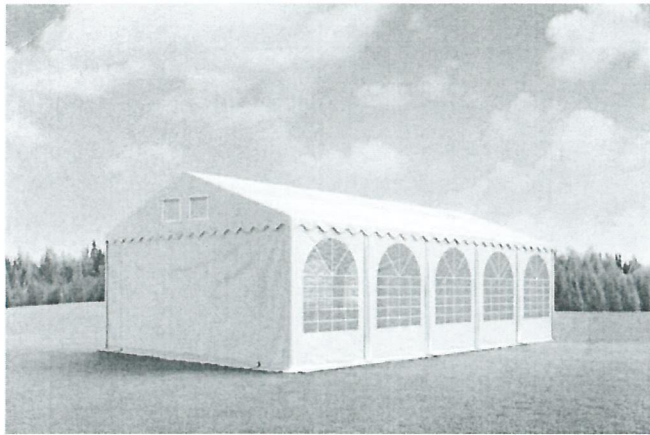
Jack,

*Nurserymen since 1913...*

	Product	Price	Quantity	Subtotal
	 <u>6x10m Marquee</u>	£1,425.00	<input type="text" value="1"/>	£1,425.00
	 <u>Storm Protection Kit (hard ground)</u>	£119.99	<input type="text" value="1"/>	£119.99
<input type="text" value="Coupon code"/> <input type="button" value="Apply coupon"/>				<a href="#">Update basket</a>

## Basket totals

<b>Subtotal</b>	£1,544.99
<b>Shipping</b>	<input checked="" type="radio"/> <b>Shipping: £150.00</b> <input type="radio"/> <b>Click and collect</b> <b>from Unit 4D Northfield</b> <b>Farm, Great Lane,</b> <b>Clophill, Bedford MK45</b> <b>4DD</b>
	<a href="#">Change address</a>
<b>Total</b>	<b>£1,694.99</b> <small>(includes £282.50 VAT)</small>



Professional PVC  
Item No. UKT-PVC00610PRO  
**6x10m**  
**Professional PVC Marquee**

£1,425.00 inc. VAT

White PVC approx. 550g/m<sup>2</sup> with 6x10m sidewalls and a Galvanised Steel frame.



In Stock

Estimated  
**10-14**  
Days Delivery

1

Add to basket

Description

Full Details

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## Shopping Basket

Black 3.5 Cu Ft Grit Bin with Yellow Lid - 115 Litre / 130 kg Capacity

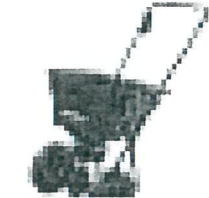
Delivery: 7-10 working days



RW0021-YB -  + £58.00 £116.00

Cresco 10SW Homeowner Broadcast Spreader

Delivery: 3-5 working days



10SW -  + £105.00 £105.00

*multiple warehouses across the country, and may arrive separately to any accessories, parts or additional components ordered.*

[Apply Discount Code](#)

**Sub-Total:** £221.00

**UK Mainland Delivery - Excludes Northern Ireland, Scottish Highlands & Islands:** £0.00

**VAT (20%):** £44.20

**Total:** £265.20