



Hersden Community Centre

Hersden Neighbourhood Centre Association
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Agenda for 2023 AGM.

Date of AGM: Friday 1st September 2023

Time of Meeting: 10am

Location of Meeting: Hersden Community Centre

1. Apologies for Absence
2. Minutes from the last AGM
21.02.2022
4. Finances for Year ending 2022
To view presented accounts and sign off.
5. Election of Treasurer and Secretary
5. Reports
6. Meeting Closed

Minutes from the AGM of Hersden Neighbourhood Centre Association Held on 24th May 2022 at 10am

Apologies for Absence

Ross Llewellyn, Georgina Glover, Sarah Carden

Attendees

Elsie Edwards, Hazel Brackley, Dawn Hougham, Andrea Brabham, Jack Brabham, Sylvia Giles.

Minutes from the Last meeting

EGM held 11/10/2022 minutes were presented and agreed as a true record.

Finances for year end 2021

Income £43,089.34

Expenditure £45,332.65

Deficit £2,243.21

Due to a Lack of funding and lower number of service users as a result of the pandemic have left our accounts with a loss, although the later part of the year has picked up,

Andrea proposed the accounts

Dawn Seconded

Everyone was happy with accounts presented and no one needed any clarifications.

Centre has been picking up slowly so moving forward we should be more successful.

Section reports

Fish and chips is performing well with a steady number of guests slowly increasing,

Shop is over performing and a great asset for HNCA

Mother and Toddler is not very busy despite being free but it's a service gratefully received by our service users.

Art is very busy and the room is nearly at capacity.

Proposals for Trustees

Jack proposed Sylvia joins the HNCA board of Trustees and Elsie seconded this

Chair nominated Andrea

Vice Chair nominated Georgina

Treasurer nominated Dawn

Secretary nominated Jack

All nominations were unanimously agreed.

Board of Trustees

Elsie Edwards


Hazel Brackley

Dawn Hougham
Andrea Brabham
Sylvie Giles
Jack Brabham
Georgina Glover
Ross Llewellyn
Sarah Carden

AOB

Andrea requested that footfall be reinstated and forms recorded.

Meeting Closed
10:43


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**HERSDEN NEIGHBOURHOOD CENTRE ASSOCIATION
ANNUAL REPORT TO ACCOMPANY THE ACCOUNTS
YEAR ENDING 31ST DECEMBER 2022**

Over the last year the centre has slowly become a busy place again, with our service and classes all back up and running, the clubs/classes are nearly full and we have capacity for week day hires using the rooms, we have survived the tough times been there for those who haven't and still going strong mentally despite having no money.

Some positive news this year, our centre has never looked so good. We now work with the Ministry of justice, where we have weekly visits from the unpaid work team sending us up to 8 workers every week. They have done amazing work for us and continue to improve the facility and grounds, all we have to do is supply materials for the task in hand. We are seeking more trustees, who are able to help us grow in terms of business and experience. Going forward into 2023 we still need to focus on long term rentals/ contracts to improve our financial position.

We have been using Xero for over a year now and cannot fault it, all our accounts are easy to read and enter! After years of spreadsheets and headaches with formula's we are finally succeeding.

As far as our financial position, we are in trouble! We drastically need to improve our income as we this year have made a huge loss, with the ever increasing utility costs and prices of everything increasing, all the cuts we have made are not enough.

The charity shop is doing amazing averaging £100 a week in donations, this takes some going considering most of our items are 20/50p per item. Sylvie is doing us proud running it day to day on her own.

The figures from our accounts show income of £40,602.15 and expenditure of £53,916.75 resulting in a deficit of £13,314.60. This is not a position anyone wants to be in and we need to work extremely hard to pull this into a better position. It is possible and will take a lot of work, we just need the support.

Andrea Brabham
HNCA Chair Person 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 2022.

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: 13 March 2023

SOFA

	Unrestricted Funds	Restricted Funds - Minibus	Restricted Funds - Community Centre	Total Funds 31.12.22	Total Funds 31.12.21
Hall & Room Hire	8,179.75			8,179.75	5,589.05
Fees	0.00			0.00	0.00
Art Club	1,438.65			1,438.65	551.50
Lunch Fees	2,436.26			2,436.26	373.00
Troy's Travels	759.20			759.20	405.00
Grants & Donations	17,138.29			17,138.29	35,104.70
Fund Raising	1,467.60			1,467.60	0.00
Cross Stitch	1,741.75			1,741.75	634.15
Sundry Income	6,660.65			6,660.65	304.94
Majorettes	0.00			0.00	127.00
Mini Bus Fund	0.00			0.00	0.00
Admin fees	780.00			780.00	0.00
Friday Café	0.00			0.00	0.00
Total Incoming Resources	<u>40,602.15</u>	<u>0.00</u>	<u>0.00</u>	<u>40,602.15</u>	<u>43,089.34</u>
Staff Costs	24,885.98			24,885.98	25,434.11
Repairs & Maintenance	9,072.44			9,072.44	8,042.07
Licences	199.60			199.60	159.52
Security	228.00			228.00	346.20
Insurance	1,091.37			1,091.37	1,651.97
Light & Heat	4,218.75			4,218.75	2,842.90
Communications	667.18			667.18	594.48
Water & Rates	663.44			663.44	-365.17
Cleaning	561.58			561.58	87.54
Office Supplies	0.00			0.00	250.06
Lunch Club	1,414.39			1,414.39	1,302.02
Miscellaneous Expenses	4,745.01			4,745.01	1,199.19
Art Club	377.63			377.63	62.33
Cross Stitch	0.00			0.00	0.00
Fund Raising	2,266.50			2,266.50	3,140.40
Professional Fees	330.00			330.00	330.00
Majorettes	0.00			0.00	0.00
Troy's Travels	2,414.88			2,414.88	255.03
Friday Café	0.00			0.00	0.00
Admin fees	780.00			780.00	0.00
Mini Bus Fund	0.00			0.00	0.00
	<u>53,916.75</u>	<u>0.00</u>	<u>0.00</u>	<u>53,916.75</u>	<u>45,332.65</u>
Net Incoming Resources	-13,314.60	0.00	0.00	-13,314.60	-2,243.31
Transfers between funds	0.00	0.00	0.00	0.00	0.00
Balance b/f	68,567.28	0.00	0.00	68,567.28	70,810.59
Balance c/f	<u>55,252.68</u>	<u>0.00</u>	<u>0.00</u>	<u>55,252.68</u>	<u>68,567.28</u>

Balance Sheet

	2022	2021
<u>Current Assets</u>		
Cash in hand	2,378.59	4,702.76
Cash at bank	<u>53,864.65</u>	<u>64,713.04</u>
	56,243.24	69,415.80
Debtors	0.00	65.49
Prepayments	<u>0.00</u>	<u>0.00</u>
	0.00	65.49
Total Assets	56,243.24	69,481.29
<u>Current Liabilities</u>		
Creditors	42.18	0.00
Accruals	<u>948.38</u>	<u>914.01</u>
	990.56	914.01
Total Net Assets	<u>55,252.68</u>	<u>68,567.28</u>
	0.00	
Represented by the following funds:		
<i>Unrestricted Funds</i>		
General Fund	27,556.28	40,163.24
Troy's Travels	5,550.09	6,723.58
Projects (was Majorettes)	2,368.89	2,368.89
Cross Stitch	752.73	581.98
Senior Citizens / Lunch	605.32	132.04
Senior Youth & Junior Youth	1,086.70	1,086.70
Friday Café	1,695.68	1,695.68
Art Club	2,799.93	3,233.80
Community Put Back	<u>12,837.06</u>	<u>12,581.37</u>
	55,252.68	68,567.28
<i>Restricted Funds:</i>		
Minibus Fund	0.00	0.00
Community Centre	<u>0.00</u>	<u>0.00</u>
	0.00	0.00
TOTAL FUNDS	<u>55,252.68</u>	<u>68,567.28</u>


 1st September 2023