



Trustees' Annual Report for the period

Period start date				Period end date			
From	01	04	2019	To	31	03	2020

Section A Reference and administration details

Charity name	Paston & Gunthorpe Community Association
Other names charity is known by	N/A
Registered charity number (if any)	266181
Charity's principal address	Community Centre, Hallfields Lane Gunthorpe Peterborough Postcode PE4 7YH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mr G Pearson	Chairperson		Membership
2	Mr J Boddy	Vice Chairperson		Membership
3	Ms A Bancroft	Secretary		Membership
4	M Gregory			Membership
5	Mr J Boddy			Membership
6	Mrs Z Boddy			Membership
7	Mrs M Woods			Membership
8	Mrs R Hughes			Membership
9	Mrs R Brien			Membership
10	Mrs B Gregory			Membership
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected by membership & Co-opted by Managing Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Association is managed by its 3 officers and 7 Managing Trustees. The building is managed by a paid Centre Co-ordinator.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the Association are to:-

(a) promote the benefit of the inhabitants of Paston and Gunthorpe and the neighbourhood defined "the area of benefit" without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

<p>(b) establish or secure the establishment of a Community Centre (hereinafter called "the Centre") and to maintain and manage the same (whether alone or in co-operation with the local authority or other person or body) in furtherance of these objects.</p> <p>(c) promote such other charitable purposes as may from time to time be determined. The Association shall be non-party in politics and non-sectarian in religion and not to discriminate in race or gender.</p>
<p>The Managing Trustees have paid due regard to the guidance issued by the Charity Commission on the public benefit in the advancement of community development.</p> <p>Make the building available for hire to local groups, individuals, and commercial hirers that provide a service for the local community.</p> <p>Make the building available for the local community to hire at affordable prices.</p> <p>Make the building available for elections (polling station)</p> <p>The Association has its own sections that provide activities for its members as well as having affiliated groups and commercial hirers that supply a similar service.</p>

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making.
- policy programme related investments.
- contribution made by volunteers.

<p>Volunteers are an essential part of the Association ability to function. The trustees recognise the commitment and effort put in by all its volunteers.</p> <p>Additional funds are having to be set aside to cover for general and essential repairs to the building. The main reason is government cuts to council budgets, which are preventing the council from complying with its lease obligation to carry out the necessary repairs to the building.</p> <p>Most of this year's Officers & Trustees have agreed to put their names forward for 2020/21 elections.</p>

Section D Achievements and performance

Summary of the main achievements of the charity during the year

The Association has seen a modest increase in its income for this financial year while expenditure level was only slightly above last year's figures.

The number of the Association run groups has remained the same as last year, while numbers attending these groups has fluctuated with one gaining new members while the other two have seen a small decline in members.

Commercial groups have also remained the same but there has been an increase in enquiries for hall availability, this is mainly due to a number of community centres having to close down due to the council's asset transfer programme.

Section E Financial review

Brief statement of the charity's policy on reserves

The Association aim is to have at least 100% of previous year's expenditure in reserve. Also, a fund needs to be built up to cover repairs and replacements due to the part withdrawal of Peterborough City Council funding towards Community buildings.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The main source of fundraising has been hiring the building to private hires, commercial hires, income from our own and affiliated groups, donations, and fundraising events.

The current funds have made sure the Associations remains viable.

The building will need money spending on it over next few years as essential maintenance is not being carried out by the council.

Most the of centre users tend to be elderly and often spend a lot of their time at home alone, the centre offers them a place for leisure activities and to meet up with existing friends and make new friends. The funds we raise enable us to provide these services at affordable prices.

Do to Covid-19 A.G.M has been postponed until 2021

Section F



Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Mr G Pearson	Mr J Boddy
Position (eg Secretary, Chair, etc)	Chairperson	Vice Chairperson
Date	10/04/2020	

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2020

2019		2020
£		£
	Income	
33,406	Hire of Hall (note 1)	32,527
3,379	Income from Sections (note 2)	3,317
9,702	Fund Raising (note 3)	10,283
1,152	Refreshments (note 4)	1,198
47	Sale of Assets	0
175	Bar Income	146
308	Membership	317
211	Interest Received	332
<u>1,030</u>	Misc Income	<u>19</u>
49,410		48,139

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2020

2019		2020
£		£
49,410	Total Income Brought Forward	48139
	Less Expenditure	
2457	General and Water Rates	2215
4490	Light and Heat	4659
405	Security Maintenance	339
256	Telephone	240
11968	Cleaning (Wages and Materials)	12257
1446	Repairs and Renewals	3768
319	Printing, Postage, Stationery and Advertising	356
36	AGM Expenses	34
1153	Book-keeping, Payroll and Audit	1153
1489	Insurance	879
337	Christmas Parties	306
1118	Licences & Sundry Expenses	1049
765	Officers' Expenses	713
5670	Centre Co-Ordinator	5700
2780	Depreciation	2682
1030	Purchase of Defibrillator	0
<u>35,719</u>		<u>36350</u>
13,691	Surplus for the year	11789

BALANCE SHEET AS AT 31ST MARCH 2020

2019			2020
£			£
	<u>Fixed Assets</u>		
6,041	Equipment Brought Forward	3,261	
<u>0</u>	Additional Costs	<u>1,650</u>	
6,041		4,911	
2,780	Lees Depreciation	2,682	
3,261			2,229
	<u>Current Assets</u>		
905	Stock	986	
9,552	Cash at Bank Current Account	9,048	
108,000	Active Saver Account	120,332	
<u>500</u>	Cash in Hand	<u>500</u>	
118,957		130,866	
	<u>Current Liabilities</u>		
3,595	Creditors and Accruals	2,683	
<u>115,362</u>	Net Current Assets		<u>128,183</u>
118,623			130,412
	<u>Financed By</u>		
86,302	Acumilated Brought Forward	99,993	
13,691	Surplus for Year	11,789	
99,993			90,412
<u>18,630</u>	Future Building Maintenance Fund		<u>40,000</u>
118,623			130,412

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2020

NOTE 1

Hire of Hall

2019		2020
£		£
33,406	Private Lettings	32,527
<u>0</u>	Tang Soo Do	<u>0</u>
33,406		32,527

NOTE 2

Income from Sections

£		£
1,766	Bingo	2,230
129	Prize Bingo	-84
758	Whist	557
<u>726</u>	Carpet Bowls	<u>614</u>
3,379		3,317

NOTE 3

Fund Raising

£		£
2,513	Football Cards	2,419
2,694	Last Number	2,741
<u>4,495</u>	Raffles	<u>5,123</u>
9,702		10,283

NOTE 4

Refreshments

£		£
2,396	Income	2,547
<u>1,244</u>	Expenditure	<u>1,349</u>
1,152		1,198

Declaration of conflict of interest

The chairman has two possible conflicts of interest. Firstly, his wife is an employee of P&GCA. More recently his son in law has been made a director of the cleaning contractor used by P&GCA. Both appointments were made by P&GCA before the chairman was a trustee & officer of the Association so he took no part in their appointments. If any remuneration changes or contractual negotiation are entered into with these other parties then those talks will be undertaken by other officers & trustees of P&GCA. The chairman will not be present at these talks and will not take part in any of the decision making process.

PASTON & GUNTHORPE
COMMUNITY ASSOCIATION

STATEMENT OF ACCOUNTS
FOR YEAR ENDED
31ST MARCH 2020

AUDITOR'S REPORT

I have prepared the attached Income & Expenditure Account for the year ended 31st March 2020 and the Balance Sheet as at that date from the books, records, information, and explanations received from the Officers of the Association.

Due to the nature of the income received by the Association my examination and audit has been restricted to the entries in the books and records.

From that examination of the books and records it is my opinion that the Income and Expenditure Account correctly reflects the entries which appear in the books and records for the year ended 31st March 2020.

K. T. J. DALTON FCCA

Auditor, 20th May 2020