

COMMUNITY HALLS IN PARTNERSHIP

Charity number 1163728

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st MARCH 2020



COMMUNITY HALLS IN PARTNERSHIP

CONTENTS FOR THE YEAR ENDED 31 MARCH 2020

	Page
Trustees Report	1 - 5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the financial statements	8 - 11
Independent Examiner's Report	12

COMMUNITY HALLS IN PARTNERSHIP

TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2020

The trustees are pleased to present their report together with the accounts of the charity for the year ended 31st March 2020.

1. Legal and Administrative information

Governing document

Date of constitution (last amended):
11.5.15

Objects of the Charity

The objects of the CIO are:

(A) To further or benefit the residents of the communities in which we operate within the boundaries of Colchester Borough and Essex, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving the conditions of life for the residents. In furtherance of these objects but not otherwise, the trustees shall have power to:

(B) To establish or secure community facilities and to maintain or manage or co-operate with any statutory authority, voluntary and other organisations in the maintenance and management of such a facility for activities promoted by the charity in furtherance of these objects

The organisation shall be non-party in politics and non-sectarian in religion.

Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable in accordance with [section 7 of the Charities and Trustee Investment (Scotland) Act 2005] and [section 2 of the Charities Act (Northern Ireland) 2008].

Specific investment powers

In furtherance of the said objects, but not otherwise, the Association shall have power to invest money not immediately required for its objects in or upon such investments, securities or property as the Association may think fit, subject nevertheless to such conditions (if any) as may for the time being be imposed by law.

COMMUNITY HALLS IN PARTNERSHIP

TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2020

Registered Office

The principal office of the CIO is:

Hythe Community Centre
1 Ventura Drive, Colchester, Essex, CO1 2FG, England

Charity number

1163728

Professional advisers

- **Bankers:**

Barclays Bank PLC, 9 High Street, Colchester.

- **Accountancy services:**

Community360, Winsley's House, High Street, Colchester.

- **Solicitors:**

Ellison & Co, Headgate Court, Head Street, Colchester.

- **Independent examiner:**

Community360, Winsley's House, High Street, Colchester.

Trustees and Governance

The Trustees during the year were as follows:

Chairman

Angus Kerr

Secretary

Merle Johnson

Treasurer

Anita Gregory

Other Trustees

Sareena Cobden

Kate Pavey (resigned 3rd October 2019)

Name of person entitled to appoint any charity trustee: All trustees

COMMUNITY HALLS IN PARTNERSHIP

TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2020

Trustee selection method

- Recommendation
- Interview
- Discuss & vote
- Statement & declaration
- Induction

2. Activities and Achievements

Public Benefit

We have referred to the guidance contained in the Charity Commissions general guidance on public benefit when reviewing our aims and objectives and in planning our future services. Our focus remains to provide low cost or free recreational, healthy and educational activities for the community we serve. This includes Music Academy and dance for young people, community fun events and family learning programmes which are imperative for improving social cohesion in an area currently under extensive regeneration. The centre offers low cost or free of charge hall hire to groups that offer public benefit, for example, toddler group, fitness classes, MS Society, local resident meetings and educational activities. Hope Church Colchester is currently based at the centre who provide many services to the community in addition to the centre's own programme.

We offer low cost hiring space to all of our residents, volunteers and to local charities, whilst at the same time, ensuring the future financial sustainability of the Community Centre.

Achievements include:

Completing the refurbishment of the Colne Room this year. We have put in new flooring, repainted the room and installed new energy saving lighting.

Having two new boilers installed into Abbot's Community Hall.

Running a Summer Photography group for older children in the area free of charge.

Running an Easter Chocolate Workshop for local residents free of charge.

COMMUNITY HALLS IN PARTNERSHIP

TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2020

3. Financial information

Funding

This financial year we received funding from our Monday Club which we run at Abbot's Community Hall. This is money received from the attendees and the aim is to ensure the sustainability of the club with these reserves. We also received £600 from Colchester Borough Council's locality budget to provide attendees of the Monday Club with a very low cost Christmas meal.

Income

Income from Room hire, events and projects, etc total £103,939.

Reserves Policy

Community Halls in Partnership requires an adequate level of reserves to:

1. Meet all legal, financial, health and safety requirements and obligations of the Association.
2. Enable the centre to implement its short and long term objectives and outcomes.
3. To cover annual inflationary costs, salary increments and pensions.
4. To provide a fund of £20,000 to cover buildings and maintenance for the Hythe Community centre building and Abbot's Community Hall.
5. Meet the Charities Commission recommended good practice of having a minimum of 3 months and a maximum of 3 years running costs as financial reserves.

4. Plans for the Future

Our plans going forward are to:

- Recover from the impact of COVID 19 on Community Halls in Partnership and our partner halls.
- Improve standards of decoration in all centres. Particular attention to Oyster Room.
- Retain our high profile and relevance to local needs through effective consultation, networking and partnership working.
- Re-model the reception area at the Hythe Community Centre to improve the security and safety of our staff.
- Complete the lease with Cotman housing for the entire building, externally and internally.

In addition to the current program of services and partnership working, we will continue to develop our services and infrastructure and adapt to changes in financial and evaluation and monitoring criteria to ensure that we meet our commitments to public benefit in the most cost effective way.

COMMUNITY HALLS IN PARTNERSHIP

TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2020

5. Declaration of Interest

Trustees have a legal duty to act only in the best interests of the charity. They must not put themselves in any position where their duties as trustee may conflict with any personal interest.

- * Merle Johnson, Also Trustee of Hope Church Colchester. Receives free hall hire for Parent & Toddler group.
- * Kate Pavey, Trustee. Receives 30% discounted room hire for her privately run group.

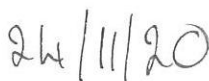
Declaration

I declare, in my capacity of charity trustee, that:

- the trustees have approved the report above; and
- have authorised me to sign it on their behalf.



Anita Gregory
Treasurer



Date:

COMMUNITY HALLS IN PARTNERSHIP

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

		Unrestricted Fund £	Restricted Fund £	2020 Total £	2019 Total £
Incoming resources					
Incoming resources from generated funds					
Donations, Grants and Legacies	2	1,030	600	1,630	1,981
Charitable Activities	3	102,309	-	102,309	104,968
Investment Income		-	-	-	13
		<u>103,339</u>	<u>600</u>	<u>103,939</u>	<u>106,962</u>
Resources expended					
Cost of generating funds					
Charitable Activities	4	117,249	600	117,849	86,558
		<u>117,249</u>	<u>600</u>	<u>117,849</u>	<u>86,558</u>
Net (outgoing)/incoming resources before transfers					
		(13,910)	-	(13,910)	20,404
Transfer between funds					
	10	3,602	(3,602)	-	-
Net of (outgoing)/incoming resources before other gains and losses					
		<u>(10,308)</u>	<u>(3,602)</u>	<u>(13,910)</u>	<u>20,404</u>
Balances brought forward					
As at 1 April 2019		153,485	3,602	157,086	136,682
Balances carried forward					
As at 31 March 2020		<u><u>143,177</u></u>	<u><u>-</u></u>	<u><u>143,176</u></u>	<u><u>157,086</u></u>

Notes on page 8 - 11 form part of these accounts

COMMUNITY HALLS IN PARTNERSHIP

BALANCE SHEET AS AT 31 MARCH 2020

		2020 £	2019 £
Fixed Assets			
Tangible Assets	6	2,671	3,561
		<u>2,671</u>	<u>3,561</u>
Current Assets			
Cash at bank and in hand		131,055	127,314
Debtors	7	10,470	27,161
		<u>141,525</u>	<u>154,476</u>
Liabilities			
Creditors: amounts falling due within one year	8	1,020	951
Net current assets		140,505	153,525
Total net assets		<u><u>143,176</u></u>	<u><u>157,086</u></u>
<u>Represented by Funds</u>			
General Fund		123,177	133,485
Personnel Fund	1.2	10,000	10,000
Building Fund	1.2	10,000	10,000
Restricted funds		-	3,602
Total funds		<u><u>143,176</u></u>	<u><u>157,086</u></u>

These accounts were approved by the Trustees and signed on their behalf by :

Signed: 

Date: 24/11/20

Name: ANITA GREGORY

COMMUNITY HALLS IN PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

- The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement on Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)- (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Cash Flow

The financial statements do not include a cash flow statement because the charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 "Cash flow statements".

1.1 Tangible fixed assets and depreciation

Major expenditure on tangible fixed assets is capitalised. Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Furniture and fittings	25% reducing balance
Equipment	25% reducing balance

1.2 Fund Accounting

The Charity has two funds, a unrestricted general fund and a restricted fund. The donors have specified that the restricted funds are specifically attributed to them and thus appear transparent.

A reserve policy has been implemented, a personnel fund of £10,000 is set aside for staff salaries should the centre close.

A reserve policy for the building fund has been set this year at £10,000.

2. Donations, Grants and Legacies

	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
<u>Grants and Donations</u>				
Colchester Borough Council	-	-	-	-
Loyalty Budget	-	-	-	600
Monday Club	1,030	600	1,630	1,381
	<u>1,030</u>	<u>600</u>	<u>1,630</u>	<u>1,981</u>

3. Charitable Activities

	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
Service Income	70,243	-	70,243	70,146
Abbots Income	32,000	-	32,000	34,789
Café Income	-	-	-	33
Other	66	-	66	-
	<u>102,309</u>	<u>-</u>	<u>102,309</u>	<u>104,968</u>

COMMUNITY HALLS IN PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

4. Charitable Activities	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
Salary costs	54,545	-	54,545	48,824
Equipment repairs/renewals	1,195	-	1,195	589
Premises expenses/equipment	28,213	-	28,213	16,493
Stationery/postage/telephone	1,670	-	1,670	1,831
Insurance	901	-	901	688
Training/travelling/subsistence	396	-	396	370
Promotional/advertising	-	-	-	20
Professional fees	2,724	-	2,724	664
Bad debts	-	-	-	-
Depreciation	890	-	890	1,187
Miscellaneous expenses	149	-	149	538
Abbots expenditure	25,200	-	25,200	14,552
Events expenditure	313	600	913	600
Bad Debts	1,051	-	1,051	200
	<u>117,248</u>	<u>600</u>	<u>117,848</u>	<u>86,557</u>

5. Staff Costs

In 2020, £34,621.32 was paid to key management personnel (2019 £30,804.84).

The average number of employees in the period was 5.

6. Tangible Fixed Assets

	Furniture & Equipment Unrestricted	Total
	£	£
Cost		
At 1 April 2019	26,509	26,509
Additions	-	-
At 31 March 2020	<u>26,509</u>	<u>26,509</u>
Depreciation		
At 1 April 2019	22,948	22,948
Additions	-	-
Charge for the year	890	890
At 31 March 2020	<u>23,838</u>	<u>23,838</u>
Net book values		
At 31 March 2020	<u><u>2,671</u></u>	<u><u>2,671</u></u>
At 31 March 2019	<u><u>3,561</u></u>	<u><u>3,561</u></u>

COMMUNITY HALLS IN PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

7. Debtors

	2020 £	2019 £
Trade Debtors	10,400	27,161
Prepayments	69	
	<u>10,470</u>	<u>27,161</u>

8. Creditors

	2020 £	2019 £
Accruals	420	420
Social Security Costs	600	531
	<u>1,020</u>	<u>951</u>

9. Previous year statement of financial activities

	Notes	Unrestricted Fund £	Restricted Fund £	2019 Total £
Incoming resources				
Incoming resources from generated funds				
Donations, Grants and Legacies	2	-	1,981	1,981
Charitable Activities		104,968	-	104,968
Investment Income	2	13	-	13
		<u>104,981</u>	<u>1,981</u>	<u>106,962</u>
Resources expended				
Cost of generating funds				
Charitable Activities	3	85,958	600	86,558
		<u>85,958</u>	<u>600</u>	<u>86,558</u>
Net of (outgoing)/incoming resources before other gains and losses		<u>19,023</u>	<u>1,381</u>	<u>20,404</u>
Balances brought forward As at 1 April 2018		134,462	2,221	136,682
Balances carried forward As at 31 March 2019	8	<u>153,485</u>	<u>3,602</u>	<u>157,086</u>

COMMUNITY HALLS IN PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

10. Transfer between funds

Monday Club income had previously been held as restricted, however if the charity were to close this income would be the charities own. Therefore the income and expenditure related to the Monday Club are being held within Unrestricted funds. The balance held within restricted for the Monday Club (£1,381) have been transferred in this financial year to unrestricted.

£2,221 has also been transferred from restricted to unrestricted. These funds were from the merger of Hythe Community Association to Community Halls in Partnership. As above, the funds held were related to the Monday Club and therefore have been moved to unrestricted.

11. Going Concern

The charity is operating on a going concern basis.

COMMUNITY HALLS IN PARTNERSHIP

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2020

I report on the accounts of Community Halls in Partnership for the year ended 31 March 2020 which are set out on pages 6 to 11.

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 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act, and
- To state whether particular matters have come to my attention.

Basis of independent examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 considerations 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

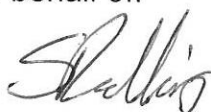
In the course of my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair' view which is not a matter considered as part of an independent examination.

I 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.

Shelley-Marie Rudling FMAAT AATQB for and on behalf of:
Community360

Winsley's House, High Street, Colchester, Essex



Date 23rd December
2020