

Marshfield Community Centre Association

Report and Accounts for the year ending 31 August 2020

Charity information

Registered charity number: 297306

Address: Marshfield Community Centre
Chippenham Road
Marshfield
Chippenham
SN14 8NZ

Trustees for the Charity: Mrs C Eden
Mr J Brookes
Mr G Greenwood
Mr G Snell

Charity Trustees: Mrs K Mumgaard (Chairperson)
Mrs J Convey (Treasurer)
Mrs A Gent (Membership Secretary)
Mrs D Brooks

Affiliated Groups 1st Marshfield Scout Group
Marshfield & Cold Ashton WI
Marshfield Baby & Toddler Group
Marshfield Library
Marshfield Netball Club
Marshfield Players
Marshfield Pre-School
Marshfield School of Dancing
Marshfield Short Mat Bowls Club
Jo Kitts Yoga
Simon Says Fitness

Independent examiner: Mr T Jenkins

Objects of the Association

The main object of the Association is to establish, maintain and manage a Community Centre for the Parish of Marshfield.

Members of the Association

The following are entitled to become Members of the Association who would be entitled to one vote each at General Meetings: adults living in the Association's area of benefit; Affiliated Groups; Statutory Authorities in or near to the Association's area of benefit.

Trustees' responsibilities

The Trustees for the Charity ("the Trustees") are the individuals in whom legal title to the Community Centre property and building is vested. The Charity Trustees are the officers of the General Committee ("the Committee").

Law applicable to charities in England and Wales requires the Charity Trustees to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

The Charity Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and ensure that the financial statements comply with Part 8 of the Charities Act 2011. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention of fraud and breaches of laws and regulations.

Activities during the year

The Community Centre continues to be used by a wide range of organisations, which co-operate to ensure the building is used as flexibly as possible and meets the needs of all users. Most of the organisations that use the Community Centre on a regular basis are Affiliated Groups who play a role in its management, through representation on the Committee. The approach of the Committee is to encourage a wide range of usage to cater for the needs of many local community groups.

The main part of the Community Centre building comprises two separate halls, which are available for users to rent. There is also an extension, the interior of which is managed by Marshfield Pre-School as its own dedicated space, together with dedicated gardens to the front and rear of the extension. This enables it to provide local facilities for the education and care of pre-school children. Marshfield Pre-School was responsible for raising the funds for the extension and associated gardens, in consultation with the Committee and the Trustees. The Association owns the extension and associated gardens, and leases these to Marshfield Pre-School.

The Association is pleased to host Marshfield Community Library, proving a working model other towns/villages and venues are looking to emulate. The Community Centre has provided leisure activities in the year and in regular times, offers an extensive exercise timetable with an activity to suit all tastes and ages.

In the first half of the year, film nights become a packed regular event in the community centre calendar. The film nights have made a robust contribution to the fundraising income at the community centre and provided hours of entertainment for all ages. The community centre ran a successful Christmas Ball which was attended by many from the local area and showcased local musical and catering talent. The Committee extends its heartfelt thanks those individuals who organise these events and to all who contribute to their success.

This year, the Covid pandemic has significantly impacted activities at the community centre. The centre closed for all activities in March 2020 and cautiously reopened in July 2020 with a reduced programme, social distancing measures and increased hygiene. The management committee extends its grateful thanks to Oliver Brason and Kathryn Barrow for their sterling efforts to ensure the community centre is not only Covid secure and compliant with all the latest measures but also Wi-Fi enabled.

As a local charity the centre was eligible for financial support via South Gloucestershire Council in the form of business rate relief of £678 and £10,000 small business support grant. MCCA is also grateful for the continued support of local councillors Ben Stokes and Steve Reade who have awarded MCCA several MAF grants during 2019/20. The first contributed £250 towards the new digital signage screens located at the community centre and at central stores in the heart of the village. During the first half of the year, the community centre improved physical access to the centre by installing automatic doors. This represented a significant investment in the building infrastructure and was funded by a second MAF award of £2,000, a £1,000 grant from Marshfield Parish Council and matched by a £3,000 grant from Morrisons Foundation.

Finally, the community centre has received generous support this year from organisations and individuals and the Committee gives thanks for that support. Donations have been received through a new fundraising initiative with PayPal of £209. Marshfield and Cold Ashton WI raised £402.50 towards future planned updates at the Community Centre from proceeds of their quiz. Last but certainly not least, Marshfield Community Centre's stalwart champions, Dawn & Louis Brooks raised over £400 at their birthday barn dance.

Overview of finances

The Committee and the Trustees are aware that, as the building is 25 years old, significant repairs will continue to be required in the future. Their long-term policy is that part of the General Fund may continue to be spent to improve and maintain the Community Centre, for the benefit of all current and future users, provided that reserves amounting to at least 60% of annual expenditure are retained in the General Fund.

In 2019/20, the financial comparisons to last year are heavily impacted by the changes wrought by the pandemic. Rental income dropped by 34% over the previous year but was offset by the business support grant. Expenditure (excluding the costs of major improvements, building costs and equipment) only fell by 7%.

The cost of equipment was to invest in digital signage which were partially funded through grants and donations. The addition to the building carried out in the year was the installation of an automatic door. Even after the business support grant, regular income continued to exceed regular expenditure in 2019/20.

Although regular income continues to exceed regular costs, higher levels of use at the community centre is driving up costs, in particular cleaning and general maintenance, with an increasing requirement for major repairs to the fabric of the building to ensure the Community Centre for the next 25 years. Renegotiations of the Marshfield Pre-School lease were paused during the first wave pandemic response and this will be finalised in 2020/21.

Receipts and payments account for year ended 31 August 2020

General Fund	Year to 31 August 2020 £	Year to 31 August 2019 £
Receipts		
Donations and grants	17,586	1,503
Fundraising events	3,374	8,129
Total voluntary sources	20,960	9,632
Rents and fees received	15,184	22,803
Total trading activities	15,184	22,803
Interest received	6	6
Total income from assets	6	6
Feed in tariffs	2,169	3,571
Miscellaneous	0	0
Total miscellaneous	2,169	3,571
Total receipts for the year	38,320	36,011
Payments		
Fundraising events	389	3,889
Total cost of fundraising	389	3,889
Heat, light and communications	5,375	4,443
Water and rates	1,305	1,582
Insurance	2,763	2,720
Caretaking, gardening, and cleaning	4,595	6,131
Repairs, maintenance, and equipment	2,841	3,375
Miscellaneous payments	139	75
Total cost of Community Centre	17,018	18,327
Additions to Equipment	500	2,183
Additions to Building	5,755	
Major Repairs		12,234
Total cost of improvements	6,254	14,417
Total payments for the year	23,662	36,633
Excess of receipts over payment	14,658	(621)
Cash balance at start of year	60,502	61,123
Cash balance at end of year	75,160	60,502

Statement of assets for year ended 31 August 2020

	General Fund 31 August 2020 £	General Fund 31 August 2019 £
Cash balances carried forward		
Bank savings accounts	48,147	48,090
Bank current account	27,013	12,368
Cash	0	44
Total cash balances	75,160	60,502
Liabilities due for payment	0	0
Future and contingent liabilities	0	0
Non-monetary assets held as investments	0	0
Non monetary assets held for charity's own use		
Freehold land and buildings at cost	519,940	514,185
Equipment at cost	36,101	35,601
	556,040	549,786

Notes to the accounts

- 1 Activities in the year can be summarised as below:

	2019/20 £	2018/19 £
Excess of rental income over expenditure	335	8,047
Net receipts from fundraising events	2,985	4,240
Donations/grants	17,586	1,503
Interest received	6	6
Net cost of improvements	(6,254)	(14,417)
Total	14,658	(621)

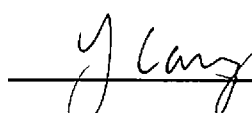
- 2 The actual costs for heat, light and communications were £5,375 in 2019/20 (£4,443 in 2018/19). The increase of £932 included £259 of broadband charges for the new Wi-Fi connectivity.

3 The repairs, maintenance and equipment breakdown is:

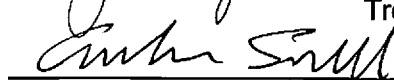
	2019/20	2018/19
	£	£
Heating and plumbing repairs	1,429	605
Fire safety repairs	841	312
Lighting and other electrical	99	1,027
External repairs	-	983
Internal repairs	472	325
Other Maintenance	-	123
Total	2,841	3,375

- 4 The main asset of the Association is the Community Centre, which was built in 1992 and extended in 2003/04. In order to build the extension the Association entered into an agreement with Marshfield Pre-School. In accordance with this agreement the Association owns this extension and rents the space to Marshfield Pre-School, under the terms of a lease dated 19 January 2004. The current insured value of the Community Centre is £1,052,444.
- 5 The other significant asset is an artificial outdoor bowling rink built in 1998, which has an insured value of £32,145.
- 6 The charity received financial support from South Gloucestershire Council in the form of business rate relief of £678 and £10,000 small business support grant. The Council also awarded two MAF grants during the year, £250 towards the new digital signage screens and £2,000 towards the automatic doors. Marshfield Parish Council donated £1,000 and Morrisons Foundation granted £3,000 towards the automatic doors.
- 7 Donations have been received from Paypal of £209. Marshfield and Cold Ashton WI raised £403 towards future planned updates at the Community Centre from proceeds of their quiz. Dawn & Louis Brooks raised over £400 at their birthday barn dance.
- 8 As at 31 August 2020 the Association holds a ring-fenced reserve of £3,303 (£3,303 as at 31 August 2019) of donations made specifically for improving the acoustics of the larger hall.

Signed for the Charity Trustees:


Treasurer

Approved on behalf of the Trustees:


Trustee

Date:

Draft at 23 February 2021

Independent examiner's report to the Charity Trustees

I report on the accounts of the Association for the year ended 31 August 2020, which are set out on pages 1 to 6.

Respective responsibilities of trustees and examiner

As the Charity Trustees you are responsible for the preparation of the accounts. You consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Act") and that an independent examination is needed.

It is my responsibility to examine the accounts under section 145 of the Act, to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Act), and to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with 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 Charity 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 my examination, no matter has come to my attention:

- a. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave not been met; or
- b. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

24/2/21

TC Jenkins

82 High Street, Marshfield, Chippenham, SN14 8LS