



# THE STACEY COMMUNITY ASSOCIATION

## ANNUAL GENERAL MEETING 2021 REPORT

**CONTACT:**

The Stacey Community Centre  
Walsall Road  
Copnor  
Portsmouth  
Hampshire  
PO3 6DN

**PHONE:**

023 9261 7890

**WEBSITE:**

[www.thestaceycentre.com](http://www.thestaceycentre.com)

**EMAIL:**

[thestaceycentre@gmail.com](mailto:thestaceycentre@gmail.com)

Registered Charity No: 278364

*welcoming our community in all that we do*

# **THE STACEY COMMUNITY ASSOCIATION**

## **ANNUAL GENERAL REPORT**

Charity:	The Stacey Community Association
For the management of:	The Stacey Community Centre
Registered Charity No:	278364
Address:	The Stacey Community Centre Walsall Road Copnor Portsmouth Hampshire PO3 6DN
Telephone:	023 9261 7890
Email:	thestaceycentre@gmail.com
Website:	www.thestaceycentre.com
Trustees:	Lynda Bowley (Chair) Andrew Smith (Treasurer) Jenny Dobson Kim Medway Cllr Darren Sanders (PCC) Cllr Lynne Stagg (PCC)
Banking:	NatWest A/C: The Stacey Community Association A/C No: 97308455 Sort Code: 56-00-64
Independent Examiner:	Jeanette Smith
Staff:	Teresa Newton (Centre Manager) Georgina Rust (Admin & Accounts) Emily Newton (Cleaner)



## GOVERNING DOCUMENT

The Charity is governed by its constitution registered with The Charity Commission.

Tel: 0300 066 9197

<https://www.gov.uk/government/organisations/charity-commission#org-contacts>



## STRUCTURE & MANAGEMENT

The building and grounds are the property of Portsmouth City Council who lease the premises in its entirety, inclusive of the adjacent gardens, ball court, grounds and car park to *The Stacey Community Association*, an independent volunteer management committee comprised of Trustees, to manage and operate the premises as a community centre for the local benefit.

Trustees currently number 6 in total, inclusive of 2 in number Portsmouth City Councillors, with nominations and voting for these roles, including Trustees with special responsibilities i.e. Chair, Treasurer, etc being held during the Annual General Meeting.

The Association holds eight committee meetings per year and holds an Annual General Meeting every year, usually in November.

A Service Level Agreement exists between Portsmouth City Council and the Association which identifies the terms and apportioned responsibilities of repair and maintenance to the premises and grounds.

The Association is responsible for all aspects of the running of the community centre including, but not limited to:

- Providing venue rooms and spaces available for hire to all individuals and groups
- Providing opportunities for voluntary work
- Hosting activities that attract community interest
- Ensuring the community centre is run to all current legislation and that decisions are made in the best interests of the charity.

The Association employs three part-time employees and is responsible for paying their salaries and their contracts of employment, etc. Staff include:

- a Centre Manager,
- an Admin/Accounts Clerk (currently on maternity leave) and
- a part time cleaner

The Association pays a fee to Portsmouth City Council to facilitate the PAYE facility to administer salaries.

Additionally, a small team of reliable volunteers assist in day to day maintenance tasks and in hosting regular Stacey Centre Fun Days throughout the year and regular social clubs including Friday Club and Thursday Lunch Club.

Due to the current Coronavirus pandemic, since March 2020, the Stacey Community Centre has only been open for regular group hire since March 2021.

To mitigate the risks of Covid-19 transmission and infection and to reduce incidence of theft and vandalism, the Centre is operating on a 'closed/locked door' policy throughout the weekend and during the evenings when Stacey staff are not on the premises. Feedback from regular group hirers has been extremely positive.

The office is generally staffed from Monday to Thursday between the hours of 9am – 2pm.

The Centre Manager has been part furloughed for much of the year, with furloughing ceasing in September 2021. The Admin/Accounts Clerk is on maternity leave until further notice with admin support being carried out by Trustees.



### **Risk Management:**

Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The Trustees therefore have in place appropriate policies and procedures for the effective operation of the Association.

*“Identifying and managing the possible and probable risks that a charity may face over its working life is a key part of effective governance for charities of all sizes and complexity.*

*By managing risk effectively, trustees can help ensure that:*

- *significant risks are known and monitored, enabling trustees to make informed decisions and take timely action*
- *the charity makes the most of opportunities and develops them with the confidence that any risks will be managed*
- *forward and strategic planning are improved*
- *the charity's aims are achieved more successfully*
- *Reporting in its trustees' annual report on the steps a charity has taken to manage risk helps to demonstrate the charity's accountability to its stakeholders including beneficiaries, donors, funders, employees and the general public.”*

Charities and Risk Management (CC26)  
Charity Commission website



## **Our Mission:**

Our mission is to promote, enable and facilitate inclusive activities, which embrace and address the education, training, employment, welfare, health, social, cultural and recreational needs of the local community. We aim to:

- Keep the building available, accessible and safe for the use of local people and others.
- Enable a range of social, welfare, educational, training, development and health activities to take place at the Centre which responds to the needs of local people.
- Provide access to advice and information for all sections of the community.
- Provide good quality services to users and tenants.
- Consult with the local community so that we keep up to date with local issues and where possible, advocate and support the local community.
- Be financially sustainable. Our Values: Excellence - SCA aims to provide 'excellent' services for the local community. We strive to achieve and maintain this level of quality in all of our work.
- Accountability - SCA is managed and run by local people and we are accountable and responsive to them at all times.
- Equality - SCA is committed to eliminating discrimination in the local community and works to provide space and support to activities which contribute to this.
- Financial Sustainability - SCA believes that stability of finance and excellence in management, are essential for the ongoing sustainability of the Centre.
- Mutual Respect - SCA will treat everyone involved and connected with the Centre with the respect they deserve.
- Dynamism - SCA will work with energy and dynamism and develop the Centre to represent and engage with the passion of Portsmouth's community



## **Chair's Report:**

The ongoing global Covid-19 pandemic continues to affect us all, however I'm always encouraged by the resilience of our community and our committee and volunteers to adjust to the challenges that this has presented.

The Association remains extremely grateful for the financial support from our Government: the Furlough Job Retention Scheme and Covid restriction grants have enabled the Centre to remain financially viable and we continue to be in a reasonably strong position moving into 2022.

In addition to these challenges this year, Trustees accepted the resignation of our Trustees: Martine Hebblethwaite, who continues to support the charity in a much-needed volunteering capacity, and Gloria Behrens who has decided to take a belated retirement from her role as Trustee and Lunch Club cook.

Operationally, our Centre Manager, Tilly Newton, has done a wonderful job in managing the Centre without the support of our Admin staff member, Georgina Rust, who welcomed the arrival of Arabella Rust in April 2021 and is currently on maternity leave, although due to resume her role part time in the near future. We have recently engaged a new part time cleaner on a zero hours contract: this is to reflect that cleaning is only required on a daily basis during term weeks which is when the majority of our hirers operate: Emily Newton has been a very welcome addition to the team. And we have also recently engaged 2 x staff members for the Stacey Pre-School: Vicky Collins (Pre-School Manager) and Marianna Pinnock (Deputy Pre-School Manager).

The Centre Manager's successful canvassing of the Community have also resulted in confirming 3 x new hirers to the Stacey Centre: Moneyfields Boxing Club, Winners Chapel Portsmouth and Enable Ability.

The Centre was closed for most of the first quarter of 2021, however we were able to hire the Centre to our new hirers Enable Ability during the Easter holiday and to other children's and exercise groups from May 2021, with all groups returning from June.

We have lost three small hire groups as they relocated back to their former venues who were able to host them, and also Baffins Nature Nursery who relocated to Southsea in pursuit of a non pack away setting and wanting to move to a more affluent catchment area.

The loss of the Copnor Men's Shed group in September 2021 was regrettable, however given the number of breaches of their terms of hire, Trustees felt they had little choice other than to serve them notice so as to protect not only the interests of the Enable Ability hire group but also the Stacey Pre-School's ability to achieve and maintain Ofsted registration which some of their members would no doubt compromise. With some 100 families across Portsmouth using Enable Ability's services at the Centre each week of the 13 weeks school holidays, in comparison to the 12 shed members who had were unable to follow basic fire safety protocols or appreciate the importance of safeguarding for vulnerable children, in the best interests of the charity remaining financially viable Trustees reluctantly decided that Copnor Men's Shed could not remain on the premises.

With these losses also comes opportunities for The Stacey Centre, not least of which is for Trustees to establish the charity's own early years setting: The Stacey Pre-School. Trustees have voted to incorporate the area of land formerly occupied by the men's shed into the pre-school's dedicated outside space. This will more than double the available space and will be an extremely valuable attribute to the setting which will be welcomed by Ofsted inspectors and potential pre-school families. Together with this area and the orchards and sensory gardens the goal is to establish an accredited Forest School early years setting at the Centre, making it the first in Portsmouth. Due to come online in January 2022, minor delays have meant that a registration visit has not yet been possible but is now imminent.

Our achievements this year include:

- Significant expenditure on pre-school resources, replacement furniture to venue rooms, staff training, maintaining the excellent re-decoration of the Centre, complete refurbishment of the Main Hall kitchen and installation of new way finding signage to the interior of the building.
- Development of a new website for the Stacey Pre-School: [www.thestaceypreschool.co.uk](http://www.thestaceypreschool.co.uk)
- Development of marketing materials for the Stacey Pre-School: brochure attached.
- Halloween Trick or Treat event in the 'graveyard.'
- Holding a consultation with all hire groups in May 2021 to gauge response to our Covid-19 protocols, hire fee increases and receive feedback on the management of the Centre and receiving extremely positive feedback and support.
- Tilly Newton successfully sourcing a substantial £3k grant to develop and manage a garden recycling and composting programme.
- Tilly Newton's successful mentoring of Charlie Hayden, our Caretaker Kickstarter, and welcoming him to our volunteering cohort.

As we approach the start of 2022, I am extremely grateful to our community, our regular hire groups, our staff and my fellow trustees for their support of The Stacey Centre.

Most importantly I would like to thank our volunteers, without whom our charity would not be able to provide the excellent service levels that we do. Specifically, these are:

- Richard Gale and Scott Key for their help in re-decorating and carrying our minor repairs to the Centre, respectively;
- Andra Bacanu for her help at Lunch Club, Friday Club and for her various 'handyman' skills;
- Mel White, Sue Smith, Andy Smith and Charlie Hayden for their support at Lunch Club;
- Donna Wilson, Tilly Newton, Scott Key, Reuben Key, Lynne Stagg, Martine Hebblethwaite, Joy and Georgina Rust for their invaluable time volunteering at The Stacey Friday Club – this amazing social club would absolutely not be able to run without their support as co-hosts.
- Tracey Jones (PCC Gardener) and the Stacey Gardening volunteering team, without whom our grounds would not be as well maintained and cared for.

And also, a special 'thank you' to our Community Centre advisor: Chris Richards, who continues to be a wealth of advice and information.

Finally, I would like to sincerely thank our Centre Manager, Tilly Newton, for her patience and conscientiousness, for the generosity of her time – always way and above what could be expected from any other Centre Manager and for her ability to approach all situations positively and with enthusiasm and good humour. The demands on her time that have been monopolised by establishing the Pre-School in terms of developing new policies and procedures and undertaking additional training to ensure this is carried out successfully, has been almost overwhelming, especially when carried out alongside her usual duties, however her resilience has been an inspiration and we are extremely lucky to have her on board.

I look forward to 2022 with excitement for the charity's new venture into Early Years education and childcare as well as anticipating an increase in resuming the services we are able to offer the community.

*Lynda Bowley*

**(Chair)**

**The Stacey Community Association**

01.01.22





## **Treasurer's Report:**

The last financial year has once again not been without challenges, due to the ongoing impact of Covid. The Centre was largely closed to most hirers for the first quarter of 2021, with some hire groups able to return after the Easter break.

### **Government Grants & Furlough Job Retention Scheme:**

The Association has utilised Government grant's available to support salaries and other expenses during the Covid-19 pandemic. The FJRS was extended until September 2021 on a part furlough basis. Total government Covid-19 attributable grants were in the sum of £35k for the financial year ending March 2021, for which the Association has been very grateful as the impact of Covid reduced hire revenue to only £21k.

**The Stacey Pre-School** due to come online in January 2022, pending Ofsted registration, has necessitated a significant investment of approximately £10k in the purchase of pre-school furniture, mobile storage, resources, IT equipment and staff training. With our newly employed Pre-School Manager (Vicky Collins) and Deputy Manager (Marianna Pinnock) our forecast is for 10 x children to attend each morning & afternoon session (not including any lunch club sessions) to meet the current level of Pre-School salary expenses.

We expect that the setting will be registered for approximately 36 children in total. The maximum number of children to our current staff ratio being 8 x 3 year olds and 4 x 2 year olds or 12 children (plus revenue derived from lunch club sessions). We currently have approximately 60% take up prior to opening and we expect this to increase at the start of each term when children become eligible for government funding with their next birthday.

With the maximum number of children (for the 2 x pre-school staff currently employed) surplus revenue for the Pre-School is projected at approximately £17k p.a.

**Private function hires** were not able to re-start until later in the year and what was likely a lack of public confidence in returning to congregating in numbers has seen a decline in evening hires for adult and family groups. Fortunately, children's party hires have resumed and begin to approach something like their pre-Covid levels of hire, especially with the special hire package for the 'Kids Bouncy Castle Party' package: a 3 hour Main Hall hire inclusive of bouncy castle for £95. The After Hire Cleaning Service has also been popular with these hirers although it should be noted that the £25 fee is largely diverted to cleaning costs when volunteers are not able to fulfil this service.

With the exception of Thursday lunch club, catering, as an additional service to venue hire, has similarly not been taken up, although catering packages remain very competitive. Thursday lunch club re-opened in September 2021, but was then closed mid December 2021 due to the rise in positive Covid cases but has recently re-opened on 13 January 2022, for which we are very grateful as it is an excellent opportunity for older members of the community to meet socially.

**Regular Group Hirers:** The calendar of Stacey Centre hosted events, not surprisingly, has also taken a hit with both the Easter Fun Day and Halloween Fun Day being cancelled for the second consecutive year due to concerns for the high number of people that attend these events, the majority of whom would be inside the premises. The Centre Manager and

some volunteers were able to host a free Halloween Trick or Treat event from the garden, which was overwhelmingly popular with approximately 200 children attending throughout the evening.

The Centre Manager and I addressed the hire fees for groups and private function hirers and made small increases to the hourly rates, which have been agreed as fair by our hirers. As there has been no increase in hire in over 3 years but with increasingly high energy costs, even these small increases will positively benefit the Association's finances.

The Centre Manager has also attracted and confirmed hire from several new hire groups, yielding a combined annual revenue of £15k.

- Enable Ability (start date: April 2021): a local charity that now operates from the Stacey Centre during all school holidays on an exclusive hire basis from 8am – 4pm Monday to Friday to provide a specialist playscheme for children with SEND.
- Moneyfields Boxing Club (start date: May 2021)
- Winners Chapel Portsmouth (start date: June 2021)

**Additional Expenses:** The Centre Manager and Trustees have continued to spearhead much needed improvements to the premises including:

- Complete refurbishment of the Main Hall kitchen: new fully fitted kitchen, complete with range, additional oven, fridge, dishwasher plus new crockery, cutlery and cooking utensils.
- Purchase of new tables for Main Hall
- Re-painting to Main Hall and Lounge
- Re-decoration of the Meeting Room including purchase of new tables & chairs
- Re-decoration of storage room and purchase of new racking

Despite all of these substantial expenses, the Association's accounts for the year ending March 2021 and moving forward to year ending March 2022 remain robust.

For comparison, the Association's end of year accounts are as follows:

	y/e March 2021	y/e March 2020	y/e March 2019	y/e March 2018
Income	60,580	59,120	58,923	56,996
Expenditure	41,113	53,118	56,812	55,544
Surplus	19,467	6,002	2,111	1,452

#### **Current Financial Position:**

As of 1 January 2022, the Stacey Centre's conservative projected revenue and expenses for the year are as follows:

Annual revenue from regular hire groups:	£	51,000
Annual revenue from private function hire:	£	3,000
PCC Staffing Grant 2022-2023	£	2,500
	<b>£</b>	<b>56,500</b>
Projected Annual Expenses	£	41,500
Projected Surplus	<b>£</b>	<b>15,000</b>

*Note: The Stacey Pre-School has not yet come online and so associated expenses and revenue are not included in the above.*

Reserves Policy:

The Association confirms that it has retained approximately 3 months expenses (£ 9,500) as required by The Charity Commission best practice guidance.

2022 Financial Outlook:

Moving forward into 2022, future revenue will obviously depend on how the Covid-19 pandemic pans out as Government restrictions on business and social gatherings may continue to impact revenue into the new year and beyond. However, with the addition of The Stacey Pre-School as an extra revenue source, together with our long-term hire groups and our private function hires, I remain confident that the Association has done all that is possible to maintain resilience in the face of Covid-19 and its effects.

After the challenges of Covid I'm sure our Committee is very pleased with our accounts for year ending March 2021 and although we have lost one or two regular hirers, we have been able to partner with new hirers so that our accounts remain strong, largely due to the fantastic efforts of our Centre Manager and Chair who have both worked hard to make sure we have been open as much as the restrictions would allow us to and have also worked together to take full advantage of Covid support grants. Along with The Stacey Pre-School about to come online soon, plus our new groups, I'm anticipating an increase to private function hires and a return to our fund raising self-hosted events in the near future.

*Andrew Smith*

**Treasurer**

**The Stacey Community Association**

08.01.22



## **Centre Manager's Report:**

I think I speak on behalf of everyone working or volunteering at The Stacey Centre when I say that this year has certainly been the most challenging year we have ever had. To have to close our centre to groups and indefinitely postpone our community fun days was heart breaking. But this did give us the opportunity to focus on a much needed refurbishment of the centre and our new venture The Stacey Pre-School.

I would like to thank all of our fantastic volunteers for their continued support over the last year, and our Trustees who have supported me in my role as Manager. I am very confident that this year we can return to some normality and hope to host lots of Community fun days and Children's workshops etc.

I am also very grateful for and would like to express huge thanks to our Chair Lynda Bowley who has truly gone above and beyond what should be expected of her. Especially during the pandemic. I feel extremely well supported in my role and look forward to working with Lynda on new projects in the future.

### **Kickstart Scheme:**

A government project to provide young people with employment experience. Employer commitment of 6 months per young person aged under 25 to train in a new role i.e. caretaker or receptionist.

We accepted 2 x Kickstarters in the Summer of 2021, one in a receptionist role and the other in a caretaking role. The receptionist Kickstarter moved on to an alternative scheme mid-way through her tenure, our caretaker Kickstarter, Charlie Hayden, not only completed his six-month residency but has recently joined our cohort of volunteers, with a specific remit to co-host the regular Thursday lunch club.

### **Hire Group Changes:**

Ensuring the Centre remains Covid-19 secure has been a challenge in the last year, as well as monitoring our hirers' compliance with the terms of hire including following standard safety protocols. We have also had some of the previous year's hire groups return to their original setting, once Covid-19 restrictions enabled their original venue to re-open. These included: Jiggy Wrigglers, Brownies and Bivol.

The Association was in the unfortunate position of having to terminate the hire agreement for *Copnor Men's Shed*. Despite several warnings the 12 or so members were unable to adhere to the terms of hire and following a potentially serious breach in safeguarding protocols, and their Chair's statement that members are likely to forget hire rules this culminated in Trustees' reluctant decision to terminate their agreement to protect the interests of other hire groups and the Stacey Pre-School.

Baffins Nature Nursery also relocated at the end of July 2021 to a non pack-away setting. To support our local community and address a shortfall in early years settings, the Association debated and agreed to establish The Stacey Pre-School which will, in time, generate surplus revenue to match that achieved from the previous nursery's hire.

**Current Group Hirers:**

We remain home to several excellent community groups:

Community Cycle Centre

The Community Cycle Centre have two large containers and a small office at the rear of the Stacey Centre. They meet every Saturday 10am – 2pm.

The project takes in donations of old unwanted, unloved bikes and restores them back to health. These are given, in return for a small donation to cover costs to members of the public. They also repair bikes and carry out free safety checks to anyone who needs it. The organisation is run and managed by volunteers and is supported by donations.

The Community Gardeners

Volunteering in our Orchard has increased recently, and we have had to start a small waiting list in order to be able to accommodate holding the session safely. New spring bulbs have been planted to give the orchard some much needed colour in the Spring, and our volunteers have also started refurbishing an area in which we plan to plant a hazel coppice.

Kinetic Dance Academy

Kinetic Dance Academy hold various classes at the Stacey Centre including multiple dance styles, ISTD syllabus, acrobatic arts, clubbercise, fitness, hen & princess parties. They have been a regular group at the centre for over five years now and have really made the centre their home.

Victory Dog Training

Victory dogs provide puppy training classes and obedience training for dogs meeting on Sunday evenings.

Church of Christ

Church of Christ meet on a Thursday and Saturday for worship services. Due to the pandemic they have had to suspend some services this year and move over to online worship as many of their congregation are health care providers.

Weight Watchers

Lead by Faye Pumfrey offering weekly health & wellbeing workshops.

**New Hire Groups:**

Despite the challenges of the past year, we have been fortunate to secure the following regular hire groups at the Centre:

Winners Church Portsmouth:

Winners Church meet several times over the week for worship services and to hold choir practices.

### Enable Ability:

The Specialist Playscheme operates at a variety of venues and is part-funded by Portsmouth City Council. It is specifically for children living within Portsmouth postcodes PO1 to PO6 who have been diagnosed with severe physical disabilities, severe learning difficulties or autism. The service addresses the needs of children who require a 1:1 supervision ratio or higher and which cannot be accommodated on other playschemes. The service operates throughout the 13 weeks school holidays and has exclusive use of the centre from 8am until 4pm during all school holidays.

### Moneyfields Boxing

Moneyfields Boxing Club have returned to the Stacey Centre after their training centre at Moneyfields Community centre was redeveloped. They provide a fantastic service for children and young adults and meet at the centre on Monday, Wednesday and Friday evenings.

### Explore & More Forest School

Explore & More Forest School's child-led sessions aim to allow children to follow their own interests and develop at their own speed. Our holistic approach offers children, and their parents, a unique experience where they can explore and learn in a natural setting. Children will gain physical, emotional and social skills and an understanding of the natural world around them. They meet in our Organic Orchard every Friday morning.

### Yoga with Jo

Jo teaches yoga and meditation on a Friday morning in our upper hall, everyone is welcome at the class and it is suitable for all abilities.

### **Community Social Events & Fun Days 2022:**

We are really hoping that we will be able to return to hosting our usual events in 2022, these include our two community fun days held at Easter and Halloween which attracts families from all over Portsmouth. These days are great affordable community events for all the family and we have really missed seeing our local residents enjoy the community space.

Fundraising is also something we are keen to restart and hope to hold several events which will include a local quiz, music evenings with local bands, and several bingo evenings.

I am enthusiastic about the coming year and hope to continue to expand the use of the community centre for more local families. The last year has been very difficult for many local people and our community needs the support of a local centre more than ever.

*Tilly Newton*

**Centre Manager**

**The Stacey Community Centre**

14.01.22



## Financial Report:

- Copy of Profit & Loss Accounts y/e March 2021
- Copy of Balance Sheet y/e March 2021
- Copy of Independent Examiner's Report

### **The Stacey Community Association Responsibilities of the Trustees**

*The Charity's Trustees are responsible for the preparation of the accounts. The charity is entitled to exemption from Audit under section 145 of the Charities Act 2011, however an independent examiners report is required.*

*The Trustees acknowledge their responsibilities for*

*a) Ensuring that the charity keeps proper accounting records in accordance with Section 130 of the Act.*

*b) Preparing financial statements that give a true and fair view of the financial health of the charity at the end of the financial year and of its income and expenditure for the year.*

The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005 and present their report with the financial statements of the charity for the year ended 31 March 2020.

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE STACEY COMMUNITY ASSOCIATION**

I report on the accounts of the organisation for the year ending 31<sup>st</sup> March 2021, which are set out on the following page.

### **Respective responsibilities of trustee and examiner:**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply.

It is my responsibility to state, in the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether, particular matters have come to my attention.

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

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 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 I do not express an audit opinion on the view by the accounts.

### **Independent Examiners Statement**

In connection with my examination no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 41 of the Act and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
2. to which, in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Jeanette Smith  
43 Paignton Avenue  
Portsmouth  
PO3 6LL

5<sup>th</sup> January 2022



<b>Stacey Community Association - Accounting Year 2020/21</b>			
<b>Profit &amp; Loss</b>			
	Debit		Credit
<b>Turnover</b>			<b>60,580</b>
Sales			1,173
Furlough Grant			15,838
PCC Covid Grants			20,808
PCC Staffing Grant			2,500
Lottery Fund income			28
Group Hire			20,377
Private Function Hire		-	144
add Other Income			502
Interest Received			2
Grant Income			500
<b>less Administration Expenses</b>	<b>13,943</b>		
Gas & Electric	3,134		
Water	1,416		
Waste Removal	1,066		
Cleaning & Janitorial Supplies	1,727		
Building Repairs & Maintenance	2,501		
Pest Control	120		
Gift Purchase	258		
Web Hosting	85		
Computer Software	60		
Internet & Telephone	1,267		
Stationery	58		
Sundries	1,080		
Legal and Professional Fees	130		
Postage	17		
Insurance	895		
Petrol expenses G. Behrens	131		
<b>less Staff Costs</b>	<b>25,223</b>		
Staff Salary (Gross Payroll)	24,467		
Pension (Personal/Stakeholder)	756		
<b>less Depreciation</b>	<b>2,448</b>		
Depreciation Charge	2,448		
<b>Operating Profit</b>			<b>19,467</b>
less Drawings			-
less Profit & Loss journal entries			-
Retained Profit this period:			19,467
Retained Profit brought forward:			17,863
Distributable Reserves / Retained Profit carried forward:			37,330

