



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year

Section A Reference and administration details

Charity name LEIGH PARK COMMUNITY CENTRE.

Other names charity is known by

Registered charity number (if any) 1164413.

Charity's principal address LEIGH PARK WAY.
WESTBURY

 Postcode BA133FN.

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	ANDREW DOWN	CHAIR		
2	ROB WILLIAMS	VICE-CHAIR		
3	TINA JAGIELKA	TREASURER		
4	RACHAEL DEAN	SECRETARY		
5				
6				
7				
8				
9				
10				
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)

--

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)

TRUST

Trustee selection methods
(eg. appointed by, elected by)

ELECTED BY TRUSTEE'S.

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.

--

Section C Objectives and activities

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

The trustees considers that it has a duty not only to maintain the community centre but also to improve the facility better to meet contemporary needs, including due attention to environmental issues.

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)

The trustee objectives have been to achieve and further establish the community centre for the benefit of the inhabitants in the parish of Westbury and surrounding villages. This has been achieved through grant funding for the development of a new youth club and a new cinema club to be opened shortly.

Additional details of objectives and activities (Optional information)

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

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

The main achievements this year have been to maintain the buildings excellent reputation for cleanliness and good upkeep.

The committee have also re-established a youth club meeting weekly with an average of 30 youths attending each week.

Further more to this the committee have also secured funding to be received shortly to establish a cinema club which will be open to all ages for the benefit of the community.

Section E

Financial review

Brief statement of the charity's policy on reserves

A reserve fund of up to £10,000 is being established to cover unforeseen emergencies and requirements and a £5,000 savings fund for a replacement fund.

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.

Section F

Other optional information

Section G

Declaration

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

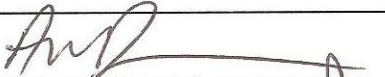
Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

	
ANDREW MARTIN DOWN	
CHAIRMAN	
2/10/2017	



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Leigh Park Community Centre (Westbury)

**On accounts for the year
ended**

31 December 2016

**Charity no
(if any)**

1164413

Set out on pages

9 and 10

**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 Charities Act) and 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 Commission (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 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 the 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 ~~(other than that disclosed below:*)~~

1. 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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

09/10/2017

Name:

Sam Gooding

**Relevant professional
qualification(s) or body
(if any):**

AAT

Address: Gooding Accounts Ltd

24 Warminster Road, Westbury

Wiltshire, BA13 3PE

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

A large, empty rectangular box with a thin black border, occupying the right two-thirds of the page. It is intended for the user to provide details of items for disclosure as requested in the text to the left.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Leigh Park Community Centre (Westbury)

1164413

Receipts and payments accounts

CC16a

For the period
from

16/11/2015

To

31/12/2016


Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	1,150	-	-	1,150	-
Donations	153	-	-	153	-
Hall hire	46,714	-	-	46,714	-
Catering	365	-	-	365	-
Waste collection contribution	229	-	-	229	-
Deposits	100	-	-	100	-
Advertising	101	-	-	101	-
Coffee machine	59	-	-	59	-
Other income	35	-	-	35	-
Bank interest	33	-	-	33	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	48,939	-	-	48,939	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	48,939	-	-	48,939	-
A3 Payments					
Wages	19,416	-	-	19,416	-
Cleaning	8,262	-	-	8,262	-
Utilities	4,760	-	-	4,760	-
Insurance	1,700	-	-	1,700	-
Telephone and internet	620	-	-	620	-
Advertising	990	-	-	990	-
Postage and stationery	282	-	-	282	-
Subscriptions	264	-	-	264	-
Event expenses	803	-	-	803	-
Sundry expenses	129	-	-	129	-
Equipment rental	1,029	-	-	1,029	-
Repairs and maintenance	5,519	-	-	5,519	-
Independent examiners fees	240	-	-	240	-
Legal and professional fees	280	-	-	280	-
PayPal fees	12	-	-	12	-
	-	-	-	-	-
Sub total	44,306	-	-	44,306	-
A4 Asset and investment purchases, (see table)					
Fixtures, fittings and equipment	2,867	-	-	2,867	-
	-	-	-	-	-
Sub total	2,867	-	-	2,867	-
Total payments	47,173	-	-	47,173	-
Net of receipts/(payments)	1,766	-	-	1,766	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	36,423	-	-	36,423	-
Cash funds this year end	38,189	-	-	38,189	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank balances	38,161	-	-
	Petty Cash	28	-	-
		-	-	-
	Total cash funds	38,189	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Andrew Dawn	12/10/17