

# **Coppins Hall Community Association**

**Annual Report and Accounts  
For the Year Ended 30th September 2019**

# **Coppins Hall Community Association**

## **Annual Report of the Trustees for the year From the 1 October 2018 to 30 September 2019**

### **Reference and Administration**

Coppins Hall Community Association Registered Charity No.1087586

Registered Office: Coppins Hall Community Centre, Maldon Way, Clacton-on-Sea, Essex.  
CO16 7PA

Trustees for the year 2017/2018: Andrew Mowle (Chairperson), Thomas Clark, Rod Eldridge.

Manager: Patricia Turner

### **Structure, governance and management**

The Association was fully constituted as a Charitable Association on the 15 February 1993 and the Trustees are appointed annually at the Annual General meeting in accordance with the Constitution.

### **Objectives and Activities.**

The objects of the Association are :-

- (a) To promote the benefit of the inhabitants of the Bockings Elm and Rush Green Ward areas (herein after called the "the area of benefit") without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together with said inhabitants 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 and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;
- (b) To 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 any local authority or other person or body) in furtherance of these objects. The Association shall be non-party in politics and non-sectarian in religion.

### **Review of the year**

Use of the Centre dropped over the course of the year remains static and we have continued to seek funding for new activities for both young and old. We were fortunate in obtaining funding for major a internal refurbishment of all the toilets, baby changing room, lobby and small meeting room which meant closure of the Centre for 2 months in January and February. We are gradually getting usage back but it has been a slow process as social attitudes change to leisure usage. We have in place a tight control of expenditure, particularly the utility and repair costs which are of concern as the building is old, not adequately insulated and needs regular repairs. We are also hopeful of securing grants for the additional activities for both the young people and the disabled which will be run by the Association from the Centre and be of great benefit to the Community and also increase revenue to the Centre. The Association are also looking at several other bids for grants which will bring new activities into the Centre and benefit the Community. Thanks to our manager Patricia for all her invaluable work and all the voluntary help by members of the community which enables the Centre to continue running smoothly and provide a valuable facility for the surrounding areas.

**The Trustees of Coppins Hall Community Association**

# Coppins Hall Community Association

## Report and Accounts for the year ended 30 September 2019

Trustees	Andrew Mowle Thomas Clark Rod Eldridge
Bankers	NatWest
Independent Examiners	Practical Bookkeeping Services 5 Young Close Clacton on Sea Essex CO16 8UQ
Charity Registration Number	1087586
Contact	Mr Andrew Mowle 12 Crown Road Clacton on Sea Essex CO15 1AT

**Independent Examiners Report to the trustees of Coppins Hall Community Association**  
Charity Registration No 1087586

I report on the financial activities of Coppins Hall Community Centre for the year ended 30 September 2019 as set out in pages 3 to 6

**Responsibilities of the Trustees and Examiner**

The charity trustees consider that an audit is not required for the year in accordance with section 144(2) of the Charities Act 2011 and that an independent examination is required.

It is my responsibility to:

examine the accounts and follow the procedures in accordance with the general directions given by the Charity Commission and to state whether particular matters have come to my attention.

**Basis of Independent Examiners Report**

My examination was carried out in accordance with the general directions given by the Charity Commission. This includes a review of the accounting records kept by the charity and comparison of the financial statements presented with these records. This includes consideration of any unusual items or disclosures in the financial records with supporting explanations from the trustees. The procedure undertaken do not provide all the evidence that would be required for an audit, consequently I do not express an audit opinion on the view given by the financial records.

**Independent Examiners Report**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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 accounts set out in the charities regulations 2008 other than any 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 no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report to enable proper understanding of the accounts to be reached.

Victoria Goswell MICB PM.Dip  
5 Young Close  
Clacton on Sea  
Essex  
CO19 8UQ

Signed by order of the Trustees

  
27/11/19

Signed  
Dated

  
27-11-19

Mr Andrew G Mowle  
Trustee



**Coppins Hall  
Community Association**

**Income and Expenditure Account  
for the year 1 October 2018 to 30th September 2019**

Coppins Hall Community Association

Statement of Financial Activities for the Year Ended 30 September 2019

	<u>Notes</u>	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> 2019 £	<u>Total</u> 2018 £
<b><u>Income Resources</u></b>					
Rent & Lettings		10,505		10,505	16,419
Grants	1	7,315	47,000	54,315	
Bingo/Raffle/Canteen		2,333		2,333	4,813
Bank Interest		5		5	1
<b>Total Income Resources</b>		<b>20,158</b>	<b>47,000</b>	<b>67,158</b>	<b>21,233</b>
<b><u>Expenditure</u></b>					
Grant Improvements			43,655		~
Salaries / Wages	2	7,800			8,060
Telephone & Website		1,717			2,527
Insurance		776			985
Premises Maintenance		757			1,980
Cleaning		155			537
Stationery & Office Software		66			268
Licences		645			645
Utilities		7,396			7,406
Subscriptions & Memberships		20			82
Rates		1,419			631
Bingo/Raffle/Canteen		762			924
Activity Expenses		4,011			~
Professional Fees		765			894
Write Off	3	1			303
<b><u>Depreciation</u></b>					
Fixtures & Fittings		403			918
<b>Total Resources Expended</b>		<b>26,693</b>	<b>43,655</b>	<b>70,348</b>	<b>26,160</b>
<b>Net Receipts (Expenditure)</b>				<b>(3,190)</b>	<b>(4,927)</b>
<b>Reserves Brought Forward</b>				<b>14,739</b>	<b>19,666</b>
				<b>11,549</b>	<b>14,739</b>

Coppins Hall Community Association

Balance Sheet as at 30th September 2019

		2019	2018
<u>Fixed Assets</u>	4	1,613	2,017
<u>Current Assets</u>			
Bank Accounts	5	9,681	6,731
Bank Cash at Hand		198	199
Employee Loans		600	
Debtors		~ 10,479	6,175
<u>Current Liabilities</u>			
Creditors	6	273	~
Taxation		(27)	(7)
Accruals	7	297 543	390
		11,549	14,739
<u>Total Funds</u>			
Unrestricted Funds		11,549	14,739

Notes year ended 30 September 2019

1. Grants

Garfield Weston (Refurbishment)	47,000.00
Essex County Council	7,315.00
	<u>54,315.00</u>

2. Salaries & Wages

Administrator Salary	7,800.00
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3. Write Off

Administrator Wages Underpayment	-0.20
Orton Wenlock Supplier Overpayment	10.80
Income Sheet Calculation Errors	-9.40
	<u>1.20</u>

4. Fixed Assets

	Cost	Additions	Bought Forward Depreciation	Charge For Year	Value
Computer Room Equipment	2488	0	2488		0
Furniture and Fittings	3597	0	1580	404	1613
Electrical Equipment	360	0	360		0
	<u>6445</u>	<u>0</u>	<u>4428</u>	<u>404</u>	<u>1613</u>

5. Bank Accounts

NatWest Current Account	7,270.86
NatWest Reserve Account	2,410.00
	<u>9,680.86</u>

6. Creditors

Water Rates	273
	<u>273</u>

7. Accruals

PBS (Accountancy)	297.00
	<u>297</u>