

SEABROOKE RISE COMMUNITY ASSOCIATION

Registered Charity no. 1160237

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2019

Seabrooke Rise Community Association (SRCA) is a Charitable Incorporated Organisation, established to secure and manage a community centre for the benefit of the residents in the Grays Riverside Area. SRCA will advance education, recreation and leisure facilities to improve the quality of life for local people. the trustees consider that these activities meet the Charities Commission public benefit test.

Trustees of the SRCA are –

Miss Daisy Kirby

Miss Wendy Townsend

Mrs Elsie Clark

Mr Andrew Blakey

Mr John Harris

Miss Sian Chaplin - appointed September 2018

Mrs Samantha Lee - appointed July 2019

Mr Conner Watts - resigned September 2018

Activities for the year ended 31st March 2018

Difficulties with the building and equipment

We are still having on-going issues with the building. This is mainly the electrical magnetic gate that gives access to our garden area. The electricians have not been put in correctly so we have no security to the garden area.

Contract we have

We still have our contract with Thurrock Lifestyle Solutions. We also have a contract with JTD performing arts. This is a dance group that are mainly based with children from the area giving them somewhere to be.

Renting out the Halls to the Local Community

We have once again largely increased our revenue this year by renting our halls out to the community. We take regular bookings for; parties of all types, council and other organisation meetings as well as clubs and groups such as soft play and adult games club. Many of these bookings create future reservations and we also have regular discounted contracts with some groups too.

Community Events

The Community House held a number of events to engage and entertain the community these include a youth group for children aged 4 years to 16 years (in different age groups). we still have our over 50's lunch on a Monday that is enjoyed by a handful of our over 50's

from the local area. We set up a baby mother group but this wasn't in high demand so we stopped this due to lack of interest. We have a community Monday where we have members of the council including the estates officer come over to see the local community if they have any issues.

Christmas

We also organised a Christmas lunch for the elderly members of our community. We invited them to come to The Community House for a mid day lunch. We also took them for a lunch out to Mufords and Sons for fish and chips one evening accompanied by 3 of our trustees.

This was enjoyed by all and gave our elderly community a chance to go out of an evening feeling safe as accompanied and enjoy an evening with fellow members.

Staffing

Our financial situation was such that unfortunately we were unable to maintain paid staff, so the trustees made the decision not to renew the contract for our centre manager. The decision was made that the trustees would oversee the duties that would be lost. This has not changed from last year and our trustees are still maintaining these responsibilities.

Sadly, we also lost a trustees this year;

Mr Connor Watts

Accounts for year ended 31st March 2019

These are produced on a separate sheet.

Risk Areas and Risk Management

The main risks are health and safety of the public using the building and we have a contract with SCI to ensure we minimise risk as much as possible. We need to ensure all volunteers and staff are given appropriate training and induction.

We ensure that each trustee or volunteer is given training for the type of work they will be doing. We ensure to catch up with all members of volunteers to ensure they are confident and happy with what they are doing. The board of trustees are confident that The Community House is becoming a more well known place to enjoy for all different reasons.

Policies and procedures we have

We have many policies and procedures. These include :

Health and safety, child protection, inclusion and equality, first aid policy and fire procedure.

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Receipts and Payments Account for the year ended 31st March 2019

	2018/19		£	2017/18
	Unrestricted	Restricted		£
RECEIPTS				
From Trading Activities				
Catering Takings	625.00		625.00	5536.25
Hall Hire	23495.49		23495.49	10491.50
	<u>24120.49</u>	0.00	<u>24120.49</u>	<u>16027.75</u>
From Voluntary Sources				
Grants and donations	0.00	0.00	0.00	888.45
Fundraising	0.00		0.00	2132.90
	<u>24120.49</u>	<u>0.00</u>	<u>24120.49</u>	<u>19049.10</u>
TOTAL RECEIPTS				
PAYMENTS				
Charitable Activities				
Salary	0.00		0.00	-6132.12
Payroll Costs	-15.00		-15.00	-105.00
Volunteer Expenses	-811.40		-811.40	-302.85
Catering costs	-1147.53		-1147.53	-4385.71
Lighting and Heating	-1240.77		-1240.77	-2248.22
Water	-3394.98		-3394.98	-380.92
Waste	-820.22		-820.22	-613.73
Council Tax	-585.20		-585.20	-720.41
Insurance	-1587.34		-1587.34	-1503.14
Contracted Maintenance	-2795.73		-2795.73	-3454.40
Coffee Machine Rental	0.00		0.00	-2791.52
Repairs and Renewals	0.00		0.00	-381.94
Cleaning	-1626.26		-1626.26	-757.38
Licences	-330.30		-330.30	-24.24
Transaction Fees	-683.54		-683.54	-48.48
	<u>-15038.27</u>	0.00	<u>-15038.27</u>	<u>-23850.06</u>
Administration of the charity				
Stationery and Postage	-236.93		-236.93	-317.24
Telephone and Internet	-855.26		-855.26	-653.99
Interest and Charges	0.00		0.00	-100.80
Publicity	-7.00		-7.00	-676.69
Affiliation Fees	-212.88		-212.88	-60.00
Training	0.00		0.00	-114.00
Other Expenditure				
New Equipment	-1294.15		-1294.15	-3328.41
Event costs	0.00	0.00	0.00	-2144.92
Donations	0.00		0.00	-288.53
Sundries	-799.15		-799.15	-61.80
	<u>-18443.64</u>	<u>0.00</u>	<u>-18443.64</u>	<u>-31596.44</u>
TOTAL PAYMENTS				
NET SURPLUS	5676.85	0.00	5676.85	-12547.34
Balances Brought Forward	5787.84		5787.84	18335.18
Balances Carried Forward	<u>11464.69</u>	<u>0.00</u>	<u>11464.69</u>	<u>5787.84</u>

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Statement of Assets and Liabilities at 31st March 2019

	2019	2018
MONETARY ASSETS		
Deposits and Bank Balances		
Barclays Current Account	885.45	2185.49
Lloyds Current Account	10342.26	3303.60
Petty Cash	118.14	298.75
	<u>11345.85</u>	<u>5787.84</u>
NON MONETARY ASSETS		
Tables and Chairs		
Kitchen Equipment		
Office Equipment		
Food Supplies		
Stationery		
Floor cleaning machine		
Cleaning materials		
Youth club equipment		
TV		
Computer consoles		

