

TIDDINGTON COMMUNITY CENTRE (TCC)

REPORT AND FINANCIAL STATEMENTS

31 MARCH 2022

Charity Number 1093526



The Tiddington Community Centre

TIDDINGTON COMMUNITY CENTRE

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2022

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TIDDINGTON COMMUNITY CENTRE
LEGAL AND ADMINISTRATIVE INFORMATION
for the year ending 31 March 2022

CHARITY NUMBER.	1093526
CONSTITUTION	The charity is governed by the Scheme dated 20 May 2002 .
NAMES OF MANAGING TRUSTEES	The members of the Committee of Management are the managing trustees of the charity. Details of the Committee members are shown on Page 4.
BANKERS	HSBC Bank PLC UK 13 Chapel Street Stratford-upon-Avon CV37 6ET Monmouthshire Building Society – Account Closed 17/02/2022 John Frost Square Newport South Wales NP20 1PX
INDEPENDENT EXAMINER	Rachel Syson Boundary House Beeches Walk Tiddington Stratford-upon-Avon CV37 7AT
PRINCIPAL ADDRESS	Tiddington Community Centre (TCC) Main Street Tiddington CV37 7AZ 01789 268390
PRIME CONTACT (CHAIR)	Rob Copley Touchwood, Beeches Walk Tiddington CV37 7AT rob.copley@touchwoodonline.com 01789 293863
SECRETARY	Julia Day 01789 262605
TREASURER	Trevor Lloyd-Adams 01789 266730

TIDDINGTON COMMUNITY CENTRE

REPORT OF THE TRUSTEES

for the year ending 31 March 2022

History and objectives of the Association

The **Tiddington Community Centre** is a registered charity whose charity number is **1093526**. It was founded in **2001** and is governed by a scheme registered with the Charities Commission and dated **20 May 2002**. The objectives of the charity are: **to renovate, maintain and run the Tiddington Community Centre (TCC) for the benefit of Tiddington Residents and the wider local community**. The TCC was granted a **35-year lease** by Coventry Diocesan Trustees on **4 July 2007**.

Management and Governance Arrangements

The members of the Executive Committee, who are the managing trustees of the charity, were all appointed at the **Annual General Meeting on 26th October 2021** and hold office until the next Annual General Meeting. They are:

Rob Cobley	John Fox	Julia Day	Trevor Lloyd-Adams
Jo Connolly	Janice Howkins	Richard Williams	Eric Davies

The scheme rules allow for up to 10 elected members of the Executive Committee to hold office and these are elected each year at the AGM. There are currently 7 trustees with Richard Williams having retired and moved away. Membership of the Charity is open to all persons over the age of 18 years interested in furthering the objects of the Charity. Nominations for new Executive Committee members are advertised locally in advance of the AGM.

The Chair is responsible for the induction of any new trustee, which includes awareness of the Association's responsibilities, the rules of the charity, financial statements and an understanding of the responsibilities of a charity trustee. The Executive Committee held 4 meetings in the year including the AGM.

The Executive Committee regularly reviews the risks faced by the charity. These include the ongoing need to maintain sufficient resources to fully cover all maintenance of the Hall inside, outside and the surrounding area.

Once again the year started in lockdown due to COVID with the TCC reopening on 12th April 2021. However we soon had many of our old regular users back and we also managed to gain some a number of new weekly users. We successfully applied our new Xero accounting system thanks to some great support from our accountant John Thomson. All regular users now get an invoice early each month and are encouraged to pay promptly directly to our HSBC bank account. Confirmation receipts are sent on payment. This has been welcomed by our users and the TCC is now free of any cash payments. This also applies to our growingly popular TCC Film Nights which restarted, with social distancing, on Friday 2nd July with a free evening and the showing of "O Brother, Where Art Thou". All transaction are now by credit/debit card via our iZettle Card Reader direct to our HSBC account. Our Monmouthshire Building Society a/c was closed on 17/02/2022 and all monies transferred to our HSBC a/c.

Review of activities

It is 17 years since the TCC was damaged by fire (**June 2005**) and we continue to improve the TCC. However due to COVID considerably less was spent this year **£2,754 (2020/21 £6,212)** on property maintenance, cleaning, consumables and in fact £0 on major works. With the ending of lockdown usage of the TCC grew and soon became as busy as ever during the week. Income from Hall hire rose significantly, despite our Pantomime being cancelled, to **£19,706 (2020/21 £5,214)** - 11% down on our best year. Hourly charges for all new users now start at £18/hour.

We have been able to grow the number of regular weekday users and now are almost fully booked from 8.30am until 8pm with gaps around lunch time/early afternoon. Except for Pantomime rehearsals, the weekends are now often free. We hope to offer the TCC for parties in the future but we need more volunteers to do so.

We continue to keep the TCC well maintained inside and out. We have had trees, flowers and bulbs planted on the outside grass. The refurbishment and decluttering of the storeroom has been a great success - we still have some games/chairs to dispose of. We have maintained our three toilets as single use with Engaged/Free signs and have continued with the removal of all waste bins, users are required to take away all their own rubbish. This works very well. The TCC is cleaned every day of use and we log the time in a control book kept in the kitchen.

A full Health, Safety and Fire review was conducted in February 2022 and the 4-page report was emailed to all TCC Execs for review. A formal review was also requested on the 4 doors and 3 Emergency doors at the TCC and a report was received on 30 March recommending that all 7 doors be replaced.

TIDDINGTON COMMUNITY CENTRE

REPORT OF THE TRUSTEES

for the year ending 31 March 2022 - continued

Fortunately, the TCC has significant reserves and so our financial position is very sound and we once more can report a net surplus for the year following our first ever annual loss last year. TCC Total Receipts were **£21,076 (2020/21 £9,718)** including a £1,200 COVID grant from Stratford District Council (SDC).

Despite the Coronavirus Pandemic causing many closures of the TCC over the last few years we are now almost back to normal and fortunately, our reserves will ensure that the TCC continues to thrive. This year with total expenditure at **£10,627 (2020/21 £12,353)** and with one grant of **£1,200 (2020/21 £4,312)** we managed to increase our reserves by **£10,449 (2020/21 -£2,635)**.

The **TCC General Funds** have now increased to a record **£82,058 (2020/21 £71,609)**.

Premises Licence

The TCC holds a full **Premises Licence** which in summary, during agreed opening times, allows us to provide: **The Retail sale of Alcohol for consumption on and off the premises.**

The Provision of Regulated Entertainment namely:

- a) **Plays**
- b) **Films**
- c) **Indoor Sporting Events**
- d) **Live Music**
- e) **Recorded Music**
- f) **Performance of Dance**
- g) **Facilities for Making Music**
- h) **Provision of facilities for Dancing**

Our Designated Premises Supervisor and Personal Licence holder is **Rob Cobley**.

We hold a Silver Ribbon awarded by SDC in their "Scores-on-the-doors" Food Hygiene scheme. In 2021 we successfully completed a lengthy SDC **Food Safety Act 1990 Food Hygiene Self-Assessment Questionnaire**.

Investment policy and reserves

The policy of the Executive Committee is to maintain sufficient reserves for the long-term maintenance and repair of the TCC – this has been revised upwards from **£7,000 to £10,00** being sufficient to maintain the TCC for a year in the event of an emergency. This is now annually reviewed at our AGM.

Executive Trustee expenses

No member of the Executive Trustee Committee received any remuneration or expenses during the year **(2020/21 £0)**. One Trustee received payment for cleaning services amounting to **£838 (2020/21 £352)**. All other expenditure related to TCC costs incurred by Executive Trustees and later reimbursed to them by the charity are recorded in the accounts as general expenditure and supported by invoices or receipts.

Community First Response

There was no movement on the Community First Responder account. A training session is planned in 2022.

Future plans

The Executive Committee continues to run the TCC **for the benefit of the village residents and the wider local community**. With this in mind, the Trustees aim to make a surplus on lettings, so reserves can be built up to cover the costs of future repairs, maintenance and significant enhancements.

We will continue to maintain the TCC by re-painting parts of the main hall, entrance hall, toilets and kitchen to ensure the TCC is always looking great for our users. A review of all the doors/windows in the TCC including the 3 emergency double doors has shown significant wear and tear and an urgent decision now is pending replacing all 7 doors plus 5 windows in the main hall at a cost of £14,000. We will review chairs, CCTV monitoring and a large fridge. With electricity now costing £810/month we are looking to see if Infrared heating would be of benefit.

On behalf of the Managing Trustees

Rob Cobley, Chair

TIDDINGTON COMMUNITY CENTRE

Independent Examiner's Report to the Trustees of the Tiddington Community Centre

Charity No: 1093526

I report to the Trustees on my examination of the accounts of the **Tiddington Community Centre** for the year ended 31 March 2022, which are set out on pages 7 and 8 of this document.

Responsibilities and basis of report:

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). You are satisfied that the accounts are not required by charity law to be audited and have chosen instead to have an independent examination.

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's statement:

I have completed my examination. I confirm that no material matters have come to my attention in connection with my examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in accordance with the requirements of section 130 of the Charities Act; or
- (2) the accounts do not accord with those records.

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 in order to enable a proper understanding of the accounts to be reached.

Signed:



Name:

Rachel Syson. ACA ICAEW

Address:

Boundary House
Beeches Walk
Tiddington
Stratford upon Avon
CV37 7AT

Date:

16 September 2022

Receipts and payments accounts

For the period from	1st April 2021	To	31st March 2022
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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts				
Donations, legacies and grants	1,200		1,200	4,312
Interest on deposit account	170		170	192
Hire of Hall and equipment	18,883		18,883	5,214
Film night	823		823	-
			-	-
Sub total (Gross income for AR)	21,076	-	21,076	9,718
A2 Asset and investment sales, (see table).				
	-	-	-	-
Sub total	-	-	-	-
Total receipts	21,076	-	21,076	9,718
A3 Payments				
Event costs	70		70	225
Film night costs	436		436	-
Consumables	67		67	326
Mayor works and improvements	-		-	1,083
Property maintenance	1,849		1,849	4,451
Utility costs	4,711		4,711	2,971
Caretaker and cleaning	838		838	352
Community First Response			-	535
Other expenses	80		80	36
Bank Fees & charges	34		34	
Insurance	1,355		1,355	1,257
IT Software and consumables	521		521	487
Telephone, Printing & Stationery	666		666	630
Sub total	10,627	-	10,627	12,353
A4 Asset and investment purchases, (see table)				
	-	-	-	
	-	-	-	
Sub total	-	-	-	-
Total payments	10,627	-	10,627	12,353
Net of receipts/(payments)	10,449	-	10,449	- 2,635
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	71,609	1,411	73,020	75,655
Cash funds this year end	82,058	1,411	83,469	73,020

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

Categories	Details	Unrestricted funds	Restricted funds
		to nearest £	to nearest £
B1 Cash funds	Cash held in Current Account	82,058	1,411
	Total cash funds	82,058	1,411

Note 1

Categories	Details	Unrestricted funds	Restricted funds
		to nearest £	to nearest £
B2 Other monetary assets			-
		-	-
		-	-

Categories	Details	Cost (optional)	Current value (optional)
B3 Investment assets		-	-
		-	-
		-	-

Categories	Details	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use		-	-
		-	-
		-	-

Categories	Details	Amount due (optional)	When due (optional)
B5 Liabilities	Trade Creditors	1,248	

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

Signature

[Signature]

[Signature]

Print Name

DER CORLEY

EDWARD LEWIS

Date of approval

8/8/22

8-8-22

Notes to the Accounts

1. Restricted Funds owned by TCC-based Youth Group and TCC - based Community First Response balances as at the year end were £138 and £1,273 respectively. There were no movement of funds during the year for either Funds