

TIDDINGTON COMMUNITY CENTRE (TCC)

REPORT AND FINANCIAL STATEMENTS

31 MARCH 2024

Charity Number 1093526



The Tiddington Community Centre

TIDDINGTON COMMUNITY CENTRE

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2024

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TIDDINGTON COMMUNITY CENTRE
LEGAL AND ADMINISTRATIVE INFORMATION
for the year ending 31 March 2024

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 Hinckley & Rugby Building Society – <u>Account Opened May 2022</u> Upper Bond Street Hinckley Leicestershire LE10 1NZ
INDEPENDENT EXAMINER	Justine Day 8 Millers Close Welford-On-Avon Stratford-Upon-Avon Warwickshire CV37 8QG
PRINCIPAL ADDRESS	Tiddington Community Centre (TCC) Main Street Tiddington CV37 7AZ 01789 268390
PRIME CONTACT (CHAIR)	Rob Cobley Touchwood, Beeches Walk Tiddington CV37 7AT <u>rob.cobley@touchwoodonline.com</u> 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 2024

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 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 2nd October 2023** and hold office until the next Annual General Meeting. They are:

Rob Copley, John Fox, Julia Day, Trevor Lloyd-Adams, Jo Connolly, Janice Howkins & 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. 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 (£10,000) to fully cover all regular maintenance of the Hall inside, outside and the surrounding area.

Following our full Health, Safety and Fire review conducted in February 2022 we have been extremely pleased with how well the doors and windows, installed in September 2022, have performed helping to keep the TCC warmer whilst reducing our electricity charges. On 1st April we received delivery of our new Large Fridge, Dishwasher and Electric Oven. Despite having to manually lift the Oven over the Kitchen Counter all was installed and are performing very well.

We have also investigated rotten wood on the back of the TCC high up where the felt meets the back wall. It has proven very difficult to find anyone who was interested in quoting due to the very difficult nature of the work! We continue to search for someone to quote! Also, we have requested an initial quotation for the repair/replacement of the wooden sprung floor in the main hall! We anticipate that this will be at least £10K!

Following the burst pipe in 2023 we followed up the repainting of the gents with repainting both the ladies and disabled loos as well as removing all flaked paint on Woodwork, Windows, Doors plus painting all soffits, fascia and door surrounds. We also asked Alan, our painter, to touch-up the stage, kitchen and entrance hall. This was completed at a total cost of £2,689.

During the year we automated the booking process by installing the Hallmaster Booking System. The system links to the Xero accounting system for invoice management, and the heating system to control the hall temperature according to usage. The integrated process is working well thanks to some great support from John Thomson.

Our increasingly popular monthly TCC Members Film Nights are cashless, and we offer a service to the regular TCC user, the **Stratford As You Like It Blind Club, a registered Charity**. This is working perfectly for both the TCC Film Club and our Blind Club user.

One problem that has been ongoing for a great many years was the use of our 5 large window blinds in the main hall. Often getting stuck or cords broken and really difficult to repair. We contacted our blind supplier, and they recommend a new motorized system – this was installed and has been a great success with all users and, so far, maintenance free! A great enhancement to the TCC for £1,148.

We attempt to ensure that the TCC is a great place to come to, that it is clean, tidy and in great state of repair inside and out. Our Caretaking/Cleaning costs us £1,287 this year and we are absolutely delighted with the work that Janice does keeping the TCC so very clean, which she has done for so many years! Howard has been ensuring that the outside is well maintained as well as the garden for some years now and provides a great service for £968 for the year, including supplies.

In September 2023 we had a passing courtesy vehicle stop for a comfort break at the TCC but sadly knocking over the left Gate post and gate plus a stretch of the attached fence on entering the TCC! We took the opportunity to replace the whole fence and gates plus posts. Costs were £1,770 which the TCC has paid. We are pursuing the travel company/driver to recover some of our costs! We have photos of the incident!

TIDDINGTON COMMUNITY CENTRE

REPORT OF THE TRUSTEES

for the year ending 31 March 2024 – continued

Review of activities

It is 19 years since the TCC was damaged by fire (**June 2005**) and we continue to improve the TCC as above. We are now back to a more realistic spending this year of **£9,329 (2022/23 £5,959)** on property maintenance, cleaning, consumables and spent **£0 (2022/23 £14,287)** on major works. The TCC has maintained a health usage and just slightly down on the previous year. Income from Hall hire including our annual Pantomime was **£26,447 (2022/23 £27,583)**. We have maintained our £18 hourly charges for all new users.

With the number of regular weekday users mostly constant we are almost fully booked daily from 8.30am until 8pm and later, with gaps only around lunchtime/early afternoon. Pantomime rehearsals are mostly at the weekend for 6 months of the year and we now have some regular weekend bookings. We hope to offer the TCC for parties in the future but without additional volunteers this is not proving possible yet.

We continue to keep the TCC very well maintained inside and out. We have maintained our three toilets as single use with Engaged/Free signs and have continued with no waste bins, users taking away all their own rubbish. The TCC is cleaned every day of use, and the time logged in a control book in the kitchen.

Fortunately, the TCC has significant reserves, and our financial position remains very sound and again this year our income exceeded our costs. Total Receipts were **£28,143 (2022/23 £27,971)** and total expenditure was **£21,660 (2022/23 £31,173)** thus we increased our reserves by **£6,483 (2022/23 reduced reserves by £3,202)**. The TCC General Funds now stands at **£86,1266 (2022/23 £78,856)**.

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 and Films | d) Performance of Dance |
| b) Indoor Sporting Events | e) Facilities for Making Music |
| c) Live Music and Recorded Music | f) Provision of facilities for Dancing |

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

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

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 was recently increased to **£10,000** and currently is seen as being sufficient to maintain the TCC for a year in the event of an emergency. This amount is reviewed annually at our AGM.

Executive Trustee expenses

No member of the Executive Trustee Committee received any remuneration or expenses during the year (**2022/23 £0**). One Trustee received payment for cleaning services amounting to **£1,287 (2022/23 £1,059)**. 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

We purchased new Defibrillator supplies at £787 on the Community First Responder account.

Future

The Executive Committee continues to run the TCC for the benefit of the village residents and the wider local community and 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 this year and following the pantomime some paint touching-up is required in the main hall. We are also looking to get quotes for replacing the main floor of the hall.

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 2024, 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.

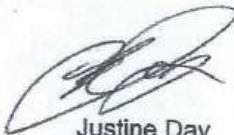
Independent Examiner's statement:

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

Signed:



Name:

Justine Day

Address:

8 Millers Close
Welford-On-Avon
Stratford-Upon-Avon
Warwickshire
CV37 8QG

Date:

11/10/2024

Tiddington Community Centre

Receipts and payments accounts

For the period from	1st April 2023	To	31st March 2024
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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			-	40
Interest on deposit account	1,696		1,696	348
Hire of Hall and equipment	24,870		24,870	26,022
Film night	1,577		1,577	1,561
			-	-
Sub total (Gross Income for AR)	28,143	-	28,143	27,971
A2 Asset and investment sales, (see table).				
	-	-	-	-
Sub total	-	-	-	-
Total receipts	28,143	-	28,143	27,971
A3 Payments				
Event costs	543		543	1,685
Film night costs	787		787	433
Consumables	123		123	104
Mayor works and improvements			-	14,287
Property maintenance	7,919		7,919	4,796
Utility costs	6,788		6,788	6,052
Caretaker and cleaning	1,287		1,287	1,059
Community First Response		787	787	-
Other expenses	25		25	25
Bank Fees & charges	88		88	90
Insurance	1,511		1,511	1,415
IT Software and consumables	791		791	492
Telephone, Printing & Stationery	841		841	735
Rent	170		170	-
Sub total	20,873	787	21,660	31,173
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	20,873	787	21,660	31,173
Net of receipts/(payments)	7,270	- 787	6,483	- 3,202
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	78,856	1,411	80,267	83,469
Cash funds this year end	86,126	624	86,750	80,267

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	24,082	624
	Hinckley & Rugby Building Society - 90 day Deposit account	62,044	
	Total cash funds	86,126	624

Note 1

Categories	Details	Unrestricted funds	Restricted funds
		to nearest £	to nearest £
B2 Other monetary assets	Debtors	473	-
		-	-
		-	-
		-	-

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	493	

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

Signature	Print Name	Date of approval

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 £486 respectively. In the year £787 was spent from TCC -based Community First Response fund on replacement batteries and pads for the defibrillator. There were no movement of funds during the year for the TCC-based Youth Group.