

THE CAMBRIAN COMMUNITY CENTRE
FINANCIAL STATEMENTS
30 JUNE 2009

Charity Number 1077016

**THE CAMBRIAN COMMUNITY CENTRE
FINANCIAL STATEMENTS
YEAR ENDED JUNE 2009**

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**THE CAMBRIAN COMMUNITY CENTRE
MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS**

The board of trustees`

Penny Lee (Chairman)
Cllr Rodney M Bennett
Stephen Callen (Hon.Treasurer)
Cllr Pamela Fleming
Roberta Fleming
George Goddard
Teresa Grafton
Graham Hall
Colin Nutley
Thomas O'Malley
Alan Sanders (Hon. Secretary)
Rev Cate Irvine

Registered office

Caplan Court
1 Grove Road
Richmond
Surrey
TW10 6SN

Independent examiner

Mrs J. Espie
Lansdowne Place
138 Petersham Rd
Richmond
Surrey
TW106UK

**THE CAMBRIAN COMMUNITY CENTRE
CHAIRMAN'S STATEMENT FOR THE YEAR ENDED JUNE 2009**

2008-9 was a relatively quiet year, with progress in modest ways, described below, which ended with a strong wake up call from our main funders, Richmond Parish Lands Charity, in the shape of a review to determine whether or not they would allow us to take up a new lease in mid 2011, when our present lease ends.

So much has happened in the last nine months, as their future plans became clearer and we began to face the challenge of a much less secure future, that the achievements of the year -

- The start of a specialised keep fit class in the gym for children and teenagers in need of exercise.
- Much further exploration of the potential of the Centre to do more for families and children. In our role as a Children's Centre Hub, we had new and well attended parenting classes, one for parents and another for both parents and their teenage children plus selected tuition for children unable to attend regular school over a particular time. We were also in discussion with the Richmond Childminding Association to start weekly 'Stay & Play' sessions for under fives later in the year.
- Working with the Ham Youth Centre and Richmond Youth Partnership to develop opportunities for exciting activities for children and young people utilising the pitch and Centre. We are currently planning a mobile skateboard and street art sessions for the near future.
- And as usual the continued good work in the Gym - with renewed publicity - and in our Youth Club and drop-in Playgroup,

- seemed less important, and somewhat overshadowed by all that has happened since.

But it was a good year nevertheless, when by careful housekeeping we were able to cut our costs and end the year with a further surplus to build up our reserves and start to achieve our aims for the year ahead. As trustees we are all very grateful to our funders for their support. I would like, too, to thank all the other trustees for all that they do, formally and voluntarily, in practical ways, in advice and in use of their contacts, to publicize, support the Centre and help it to serve its surrounding communities better. I would also like to thank the staff who run the gym and our other activities, who show real commitment and much skill in all that they do, both within and beyond their work responsibilities, and to Mary, our volunteer bookkeeper and the others who have volunteered their help to us in different ways. Our Manager, Brenda Hennessy, continues to cope cheerfully with the manifold demands of running a small centre like ours, and helping the many who use it.

Penny Lee
Chair

**THE CAMBRIAN COMMUNITY CENTRE
TRUSTEES ANNUAL REPORT - YEAR ENDED JUNE 2009**

The trustees present their report and the financial statements of the Charity for the year ended 30 June 2008. They are not audited, but have been endorsed by an independent examiner.

INTRODUCTION

The financial statements have been prepared in accordance with the requirements of the Statement of Recommended Practice "Accounting and Reporting by Charities" issued by the Charity Commissioners in October 2005.

STATUS

The Cambrian Community Centre was originally an association whose committee managed the community centre on behalf of Richmond Parish Lands Charity. Its constitution was amended in 1999 and it became a registered Charity in June of that year, under Charity number 1077016.

RECRUITMENT OF NEW TRUSTEES

The trustees of the Cambrian Community Centre have been selected, some by advertisement and interview, others by invitation to holders of positions customarily represented on the management committee – eg the Chair of the residents association on the big London and Quadrant Housing Trust estate which the centre serves, the local vicar, a local councillor (nominated on request by the Council), and others because they have special skills or are regular users of the centre's facilities. The Richmond Parish Lands Charity is entitled under the centre's constitution to appoint a trustee, but a former appointee stood down to avoid any conflict of interest during a review and negotiations about the centre's future in 2004/5, and has not been replaced. Any trustees recruited in the course of the year are co-opted until the following Annual General Meeting, when they stand for election.

The present body of trustees can muster valuable skills and experience of management, finance and activity in the local community.

ORGANISATIONAL STRUCTURE

The Charity is managed by its board of trustees, supported by a committee for finance (including fundraising) and personnel matters; ad hoc meetings are called to tackle particular issues. Different centre activities within the centre have their own managers, and there are also a considerable number of activities, including the after school club and cafe, which are independently run in space hired from the centre. Day to day management of the whole centre, including financial business, repairs and maintenance, staff management, bookings and fundraising is delegated to a part-time Centre Manager, Brenda Hennessy, with normal financial controls, and consultation with the Chair, Vice Chair and committees when necessary. There is consultation with trustees between meetings, by email, on issues of importance or relevant to plans for development. Cheques are signed by two trustees, payroll is administered by the Payroll Bureau and salary payments are made by BACS after being checked and authorised by a trustee. A complete overhaul of the financial system was undertaken by the Hon Treasurer, who now has voluntary book-keeper assistance, and has introduced many new checks and procedures to ensure that all expenditure is properly recorded and reconcilable.

RELATIONSHIPS WITH OTHER PARTIES

The Centre was built and is owned by Richmond Parish Lands Charity (RPLC), which ran it itself with the aid of a local management committee until 1999. Since then the building and sports pitch has been leased, though at first RPLC retained responsibility for most repairs, for the salary of the Centre Manager for maintenance of the sports area and for meeting the costs of insurance and utilities: it also subsidised, separately, some of the centre activities. Under the current lease, the Centre took full responsibility for all but major or structural repairs and for all its other activities. The RPLC grant for the year continued at the reduced level set in the current agreement.

At the very end of the financial year we received a letter from RPLC telling us that it was unlikely that the RPLC would continue to support the Cambrian Centre at the current level of approximately £26k per year excluding the rent payment (£44.139k in all).

THE CAMBRIAN COMMUNITY CENTRE
TRUSTEES ANNUAL REPORT - YEAR ENDED JUNE 2009

To help in their review of our future, they asked for information on our other funding sources, what funding from RPLC we thought would be needed for the Centre to operate effectively for the next two years and whether trustees thought it could become viable in the longer term. They also asked for evidence of the views of Queens Road Estate residents on the importance of the Centre to them and ideas for how key activities could be transferred elsewhere if it closed.

It was clear from this that there was a strong possibility that the Centre would have to close when its current lease ran out in June 2011. At the time of writing, after an offer from RPLC to offer a fresh 3 year lease in 2011 with their grant reducing annually by £5,000 until, in 2013-4, it covered only the likely rent was still under consideration by the Trustees.

The new relationship with the Children's Service as we began to become a Children's Centre Hub meant that for the first time we had another major stakeholder, and membership of the local Extended Schools network. There were also informal links with the Queens Road Estate residents committee and local representatives of London and Quadrant Housing Trust, who run the big estate in which the Centre stands

RISK MANAGEMENT

At a time when the environment is one of policy uncertainties, severe financial restraint for both statutory bodies and trusts, and many people's ability to pay for our services is limited, the major risk for the Centre is that it might be unable to fill the coming gap in its finances by active fundraising and other means, and might have to close. All our efforts would have to be bent, if we accept the RPLC offer, to building sustainable income and reserves. Though these have increased this year, they are still below a desirable level.

Risks from accident are minimised by strict adherence to good Health and Safety practices, which are also made known to those who hire the Centre, and are covered, along with employment risks and other risks common to similar organisations, by our insurance.

OBJECTIVES AND STRATEGY OF THE CAMBRIAN COMMUNITY CENTRE

The constitutional objectives of the Centre are 'to provide facilities for the benefit of persons in the London Borough of Richmond and environs with special reference to the Queens Road Estate for the advancement of education and for recreation and leisure time occupations.'

During the coming year, as we face the challenge of RPLCs review, the overriding priority will be to expand our income and to extend our activities, where possible, to increase the Centre's contribution to the health and well being of the local community.

ACTIVITIES

The Cambrian Gym is a low cost community gymnasium involved in the Active Living Scheme, promoting the benefits of regular physical activity through exercise and healthy lifestyle programmes for 16yr olds upwards. It offers high supervision exercise with well qualified staff in a friendly and non-judgemental setting. Its managers are among the very few gym instructors in the borough who are qualified to accept referrals from local medical services. This area of work is increasingly important, as the size, atmosphere and continuing skilled support of staff make it particularly suitable for those who have health reasons for exercising but would hesitate to use a larger, more impersonal gym.

Areas of specialisation include support for people recovering from accidents, injury or illness and a special cardiac Phase IV class. As well as health assessments and customised exercise programmes the gym instructors also encourage healthy eating and provide specialised dietary information. Salsa and circuit exercise groups were started during the year, but did not prove popular enough to continue.

During the year the Council's Health Development Team used the Gym to start a pilot exercise programme for Children and teenagers who needed exercise. It proved a success, and is continuing. The Centre is also the

THE CAMBRIAN COMMUNITY CENTRE
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starting point for a regular healthy walks programme in Richmond Park. However, the small size of the Gym and our wish to keep fees as low as possible to cater for local residents on the Queens Road Estate means that it has always required a subsidy from other Centre earnings. The increase in charges and the closure of evening sessions did not mean the loss of many clients, membership has been reasonably sustained at a time when many other gyms too are struggling. GP referrals have increased and though income has dropped a little the trading loss is much reduced.

Activities for Parents and Children

The gradual start of the Centre's new role as one of Richmond's Children Centre Information Hubs, linked with Ham Children's Centre, under the Government's SureStart programme, and the new links with the Extended Schools Network brought some new activities to the Centre. Two 10 week parenting courses were held, one for parent of younger children and the other for parents of teenagers, who also attended sessions. We also received a grant enabling us to provide a fortnight's summer holiday activities for children in September 2008 and some half-term activities. Discussions led to plans for Richmond Childminder's Association to hold a weekly 'Stay and Play' group at the Centre from September.

Youth Projects The Centre runs a youth club on two evenings a week from 7 till 8.30pm. This group caters for the younger age-range (7 – 13 year olds) , is well run and very popular, offering a range of indoor activities including computer and internet access, table tennis, pool, air hockey, a tuck shop, parties, information and advice in many areas as well as the opportunity to let off steam on the sports pitch.

The sports pitch is large enough to play 5 a side football, netball and basketball, open at 9am daily and open till dusk in winter and 8pm in summer (6pm on Sundays to give the neighbours some quiet, and 9pm on youth club evenings) and all local children have free access to it. It is much used throughout the week – not just by these younger children - as well as during club evenings. This year we have been able to provide some football coaching on youth club nights for members and other children who come and join in.

Parent and Toddler Drop in Group. To provide support to parents of pre-school children who might otherwise be isolated, the Centre runs a parent and toddlers' group on two mornings a week for 0 – 5 year olds. Sessions last for 2 hours and offer opportunities for advice, mutual support and social contacts. The coming of the Childminders' Association group will mean this service will soon be available 3 times a week, with sharing of equipment and toys.

CamKids The Centre is also the venue for CamKids, an independently run five day a week after school club operating in term time between 3 and 6.30pm. Children are collected from neighbouring schools and enjoy supervised play and a snack until their parents can collect them. There is a wide range of activities, including football on the pitch, and the smaller room is used for quieter activities and homework.

Other Community Activities. Both the main hall and a smaller room in the Centre are rented out for a variety of purposes, so that the Centre offers a range of different activities throughout the week. As well as being used for Queens Road Estate and other meetings, children's parties and other one-off occasions, during the year there were classes in yoga, both for beginners and the more advanced, and in alternative therapies such as homeopathy, reflexology, Indian head massage. Parkinson's People ran both weekly art classes and a monthly gathering with specialist speakers to help or entertain those suffering from this debilitating disease. A Buddhist group also made regular use of the Centre. The Centre is also used as a polling station for local and general elections.

Community Cafe. At the heart of the Centre there is a small kitchen and cafe area, normally leased to someone who will provide inexpensive meals and snacks for Centre users in the mornings and over lunch time. Later in the day it is also used by groups using the Centre, including the youth club and Cam Kids.

It has not been easy to find a stable arrangement for running the cafe, as its size and location make it hard for managers to make a profit, even when rental is low. But after a gap an enthusiastic new manager arrived to run the cafe, specialising in Thai food, popular both with Centre users and local residents. Takeaways are available, and a delivery service for older people who find it hard to get out

THE CAMBRIAN COMMUNITY CENTRE
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Volunteering Three volunteers, notably the Treasurer's wife who is a book keeper, a volunteer with the Youth Club and an IT volunteer support the work of the Centre, but local people, friends and relatives of staff or trustees and trustees and staff themselves (the latter, especially the part time Centre Manager, volunteering well beyond her normal hours) do many useful jobs around the Centre ranging from repairs and redecoration to delivering publicity and running the yearly Open Day.

The future

At the end of the year our future was in doubt, but we were hopeful that we could find ways to continue the work of the Centre. Whether or not we are able to accept RPLC's offer of a further lease, aims for the year will include

- To review all the Centre's activities and sources of finance, and wherever possible maximise income and usage.
- To fundraise, develop and run new activities to meet demand in the local community.
- To develop a strong partnership with the new Quindrats who are to oversee children's services, local schools, the youth service and other statutory services in order to find further ways of making the Centre of practical use to more QRE and Richmond residents and their children.
- To overhaul our governance and management arrangements to make them fit for the future.

**THE CAMBRIAN COMMUNITY CENTRE
INDEPENDENT EXAMINERS REPORT
YEAR ENDED JUNE 2009**

I report on the unaudited accounts of the Charity for the year ended 30 June 2009

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND THE INDEPENDENT EXAMINER

As the Charity's Trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43(3)(a) of the Charities Act 1993);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Charities Act 1993); and
- state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the general directions given by the Charities Commissioners. An independent 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 you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- (a) to keep accounting records in accordance with section 41 of the Act; and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

Mrs J. Espie
138 Petersham Rd
Lansdowne Place
Richmond
Surrey TW10 6UK

Signed

Date

THE CAMBRIAN COMMUNITY CENTRE
STATEMENT OF FINANCIAL ACTIVITIES
Year ended 30 June 2009

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2009 £	Total Funds 2008 £
Incoming Resources					
Donations and other income	2	1,690	1,701	3,391	872
Activities in furtherance of the charity's objectives					
Grants receivable	3	45,279	22,847	68,126	65,092
Charitable trading income	4	32,144		32,144	36,426
Interest receivable	5	785	-	785	733
Total Incoming Resources		79,898	24,548	104,446	103,123
Resources expended					
Costs in furtherance of the charity's objectives					
Staff costs	6	45,382	16,276	61,658	66,702
Other costs	7	18,429	12,911	31,340	31,636
Total Resources Expended		64,981	28,017	92,998	98,338
Net Incoming Resources for the year		14,917	(3,469)	11,448	4,785
Balances brought forward		7,344	7,300	14,644	9,859
Balances carried forward		<u>22,260</u>	<u>3,831</u>	<u>26,091</u>	<u>14,644</u>

The notes on pages 10 to 12 form part of these financial statements

**THE CAMBRIAN COMMUNITY CENTRE
BALANCE SHEET**

At 30 June 2009

	Note	2009 £	2008 £
Fixed Assets			
Tangible assets	8	-	-
Current Assets			
Debtors	9	11,747	1,142
Cash at bank and in hand		<u>25,321</u>	<u>31,117</u>
		37,068	32,259
Creditors: Amounts falling			
due within one year	10	10,977	17,615
Net Current Assets		<u>26,091</u>	<u>14,644</u>
Total assets less current liabilities		<u><u>26,091</u></u>	<u><u>14,644</u></u>
Funds			
Restricted	11	3,831	7,300
Unrestricted	12	22,260	7,344
Total Funds		<u><u>26,091</u></u>	<u><u>14,644</u></u>

These financial statements were approved by the members of the committee on 19th April 2010 and are signed on their behalf by :

The notes on pages 10 to 12 form part of these financial statements

**THE CAMBRIAN COMMUNITY CENTRE
NOTES TO THE FINANCIAL STATEMENTS**

Year ended 30 June 2009

1 Accounting policies

Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP 2000) and the Charities Act 1993.

Depreciation

Depreciation is calculated to write off the cost of an asset, less its estimated residual value, over the life of that asset as follows:

Built-in Furniture	- 5 years straight line
Youth Centre Equipment	- 3 years straight line
IT and Gym Equipment	- written off immediately on purchase

2 Donations

	Unrestricted Funds	Restricted Funds	Total Funds 2009	Total Funds 2008
	£	£	£	£
Sundry income	1,690	1,701	3,391	872

3 Grants Receivable

	Unrestricted Funds	Restricted Funds	Total Funds 2009	Total Funds 2008
	£	£	£	£
Richmond Parish Lands Charity	44,139		44,139	44,139
London & Quadrant Housing Trust	-	3,500	3,500	7,500
LBRUT Children's Services	1,140	18,855	19,995	9,821
Other	-	492	492	3,632
	<u>45,279</u>	<u>22,847</u>	<u>68,126</u>	<u>65,092</u>

4 Charitable Trading Income

	2009	2008
	£	£
Lettings	9,553	10,420
Income for using the Centre	22,591	26,006
	<u>32,144</u>	<u>36,426</u>

5 Interest Receivable

	Unrestricted Funds	Restricted Funds	Total Funds 2009	Total Funds 2008
	£	£	£	£
Bank interest receivable	785	-	785	733

THE CAMBRIAN COMMUNITY CENTRE
NOTES TO THE FINANCIAL STATEMENTS
Year ended 30 June 2009

6 Costs in Furtherance of Charitable Objectives

	Unrestricted Funds	Restricted Funds	Total Funds 2009	Total Funds 2008
	£	£	£	£
Provision of Charitable services:				
Gym	28,177	492	28,669	36,384
Management	29,304	17,217	46,521	42,945
Playcentre	-	3,089	3,089	4,000
Youth Club	7,500	7,219	14,719	15,010
	<u>64,982</u>	<u>28,017</u>	<u>92,999</u>	<u>98,339</u>

Analysis of provision of charitable services:

	Staff costs	Other costs	Total 2009	Total 2008
	£	£	£	£
Gym	26,795	1,874	28,669	36,384
Management	24,710	21,811	46,521	42,945
Playcentre	2,380	709	3,089	4,000
Youth Club	7,773	6,945	14,719	15,010
	<u>61,658</u>	<u>31,340</u>	<u>92,999</u>	<u>98,339</u>

7 Direct Resources expended

	Staff costs	Other costs	Total Funds 2009	Total Funds 2008
	£	£	£	£
Direct charitable expenditure	61,658	31,340	92,999	98,339
Management and administration		-	-	-
	<u>61,658</u>	<u>31,340</u>	<u>92,999</u>	<u>98,339</u>

The aggregate staff costs were:

	2009	2008
	£	£
Wages and salaries	59,212	63,564
Social Security costs	2,446	3,138
	<u>61,658</u>	<u>66,702</u>

Particulars of employees

The average number of staff employed by the charity during the financial year amounted to:

	2009	2008
	No	No
Number of staff (full time equivalents)	<u>3</u>	<u>3</u>

THE CAMBRIAN COMMUNITY CENTRE
NOTES TO THE FINANCIAL STATEMENTS
Year ended 30 June 2009

7 Direct Resources expended (continued)

	2009	2008
	£	£
Other costs :		
Rent	18,000	16,000
Accountancy	-	-
Heat, light, water, repairs & renewals	4,499	4,929
Training, telephone, travel, stationery & other	8,841	10,707
	<u>31,340</u>	<u>31,636</u>

8 Tangible Fixed Assets

	Equipment £
Cost at 1 July 2008 and 30 June 2009	12,394
Depreciation at 1 July 2008 and 30 June 2009	<u>12,394</u>
Net book value at 30 June 2007 and 30 June 2008	<u>-</u>

9 Debtors

	2009	2008
	£	£
Trade debtors	11,747	875
Accrued income	0	267
Total debtors	<u>11,747</u>	<u>1,142</u>

10 Creditors

Trade creditors	140	480
Deferred income	7,500	14,146
Taxation and social security	3,337	2,989
	<u>10,977</u>	<u>17,615</u>

11 Restricted Funds

	Movement in resources:			Balance at 30 June 2009
	Balance at 1 July 2008	Incoming	Outgoing	
	£	£	£	£
Gym		0 492	(492)	-
Management		0 17,217	(17,217)	0
Playcentre		0 3,089	(3,089)	0
Youth Club	7,300	3,750	(7,219)	3,831
	<u>7,300</u>	<u>24,548</u>	<u>(28,017)</u>	<u>3,831</u>

12 Analysis of net assets

	Other net assets £	Total 2009 £	Total 2008 £
Restricted Funds - Youth Club	3,831	3,831	7,300
Unrestricted Funds	<u>22,260</u>	<u>22,260</u>	<u>7,344</u>
	<u>26,091</u>	<u>26,091</u>	<u>14,644</u>