

# THE CAMBRIAN COMMUNITY CENTRE

## TRUSTEES' ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED JUNE 2016

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### MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS

<b>The board of trustees</b>	Ms Teresa Grafton (Chair) Mrs Jill Abbott Mr Nick Aked Ms Marika Bellord Dr Brendan Blake (Treasurer) Mrs Elaine Collins Mrs Catherine Clarke Ms Kate McCormack Cllr Thomas O'Malley Mr Alan Sanders Mrs Susan Williams
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**Note:** The list applies at 30<sup>th</sup> June 2016. The Rev. David Gardiner and Mrs Annick Robson stood down as trustees in the year ending June 2016.

<b>Registered office</b>	Caplan Court 1 Grove Road Richmond, Surrey, TW10 6SN
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<b>Independent examiner</b>	Mr A. Craig 16 Cranmer Rd, Hampton Hill, Middlesex, TW12 1DW
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# THE CAMBRIAN COMMUNITY CENTRE

## TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED JUNE 2016

The Trustees present their report and the financial statements of the Charity for the year ended 30 June 2016.

### Status

The Cambrian Community Centre (CCC) opened in 1989 as part of the Queen's Road Estate development and under the auspices of Richmond Parish Lands Charity (RPLC). Its constitution was amended in 1999 and it became a registered charity in June of that year. In 2002 the Workhouse Gym came under the management of the CCC, at which point it became the Community Gym and a major Centre facility.

On 1st July 2013 the Centre became an incorporated charity, limited by guarantee, under a new charity number (1151011) and registered at Companies House (registration number 8268372). This report covers the third year that the Centre has operated as an incorporated charity.

### Activities Programme

Many thanks to our Manager, Mary McDonald, for her hard work ensuring another year of growth in the Centre's activities programme. As usual, details of this as well as much else can be found on the Centre website at <http://www.cambriancentre.org>

The aim of the activities programme remains to provide low cost sessions on a 'pay as you go' basis, in a local venue delivered by a group of qualified, friendly and enthusiastic freelance tutors. These groups tend to build solid memberships which can help to provide a valuable social support for individuals as well as the opportunity to learn new skills, with the sense of achievement this brings.

The programme includes Pilates; Singing for Fun; Line Dancing; a popular Drawing Group, and IT Support.

We thank Richmond Borough which has supported delivery of some of the above activities through Community Learning funds. This year these have been used to support the Singing for Fun sessions.

CCC continues to work with L&Q (social landlords for the Queen's Road Estate) to establish regular residents' meetings. In addition the local councillors hold regular surgeries at the Centre.

A recent new addition to the programme is a Talks Programme in which local residents have delivered talks on a range of topics of local interest (Richmond Park, The Workhouse and Kew Gardens), as well as sessions on other subjects including family history and advice on fashion and cosmetics. We are grateful to L&Q who funded these sessions

### The Community Gym

The Cambrian Community Gym has continued to provide the usual high quality service to its many users. The regular gym team- Janet Alissi, Vicky Eames and Bruno Goncalves have been joined this year by Samantha (Sam) Blake who has provided holiday cover and additional support in the gym when required.

The Community Gym is, as its name suggests, a friendly venue open to all ages, though the majority of the membership is over 60 years of age. Its reputation with local cardiac specialists is now well established, and there continues to be an increase in referrals of individuals with cardiac conditions. There are now two exercise groups meeting weekly for this group, offering ongoing advice and the opportunity to develop peer support networks. Attendees report an increase in confidence in managing their condition. In addition, RPLC continues to offer grants to local residents on means-tested benefits who wish to attend.

The gym also continues to deliver the Exercise Referral Programme- a scheme which subsidises residents referred by medical practitioners within the Borough, especially people with a health problem or recovering from surgery.

Usage remains healthy with revenue increasing by just over 9% this year. Costs have remained well under control though staff salaries have been increased during the period. Furthermore, it is important to record that there was significant investment in acquiring and repairing equipment, amounting to more than £10,000. This was our largest investment for many years, made possible by grants amounting to £7,200 and a very successful fund-raising initiative ("Walk the Thames") by gym staff.

All in all, this has been a very positive year for the Cambrian Community Gym.

## **Hirers**

The hire of Centre premises remains very healthy with letting income up by more than £2,000 on the previous year. As before, current hirers include local voluntary groups (including Young Carers, Hestia, Richmond Mencap, Parkinson's People). In addition, hirers use the rooms to deliver life-drawing, a children's ballet class, papier-mâché making, and a support group for those with hearing-impairment. The Centre also remains a popular venue for children's and family parties.

New hirers this year include Ham Children's Centre which delivers sessions to support local families, as well as Richmond EAL Friendship group. This service offers the opportunity for local residents whose first language is not English to socialise and practise their English.

Camkids, after school care club continues to use the Centre on a daily basis during the week in term time. There is also a breakfast club which opened in September 2015 in response to requests for this facility from local schools.

## **Fund-raising**

The Cambrian Centre Friends have continued to support the Centre by fund-raising, and in March 2016 they organised another Supper Quiz. As before, this was a great financial and social success and it is now a regular fixture in the Centre's calendar.

In November 2015 the Centre held a successful Jumble Sale. This year the Centre's participation in Kew Gardens Rotary's sponsored walk was replaced with a new 'in house' event. The gym organised 'Walk the Thames' – an event which involved participants getting sponsorship to walk a chosen distance on one of the gym treadmills. The event attracted more participants than usual and raised two thousand pounds for gym equipment and refurbishment. Our thanks goes to Vicki Eames, a member of the gym staff, for organising this enjoyable and highly successful event.

This was followed on the Sunday by a Bric à Brac sale at the Centre. This was also successful both financially and socially.

Fundraising overall is slightly down on the previous year. However, this should be seen in the context of the plan for development of the Centre – i.e. as hire and gym income increase, there is less reliance on fundraising.

## **Donations**

As usual, we give sincere thanks to all the organisations and individuals who have given us money over the year.

The Centre is grateful to IBM for another year of funding. This time the grant was used to provide much-needed materials and equipment for the Gym.

L&Q Housing Trust gave us £500 which was used to run the year's Talks Programme.

The Centre purchased an arm ergometer (dedicated to the memory of Andy Naylor-Vane) for the gym in September 2015, assisted by very generous grants from the Rotary Club of Kew Gardens and the BAA (Heathrow) Communities Fund, amongst others. This highly specialised equipment is proving of immense value to users.

In addition, there were generous individual donations, for which we are extremely grateful.

### **Centre Refurbishment**

The refurbishment programme continues. This year the lighting and wiring were updated and new tables and chairs purchased. In addition, IT equipment, in the form of a new computer for the Manager and a business printer, was purchased.

The Centre now has a comprehensive assets register which includes all significant items of equipment and furniture on the premises. Thanks to the Operations and Development task force members for their work producing this important resource, and the staff for providing the data.

### **Looking Forward**

On 30<sup>th</sup> June 2016 the Centre's lease was up for renewal and this duly happened. The Centre was fortunate to be offered a 5 year lease which is the result of increased confidence in the Centre on the part of our landlords- Richmond Parish Lands Charity (RPLC). There was an increase in the Centre's rent, though RPLC increased their annual grant to the Centre, to cover this.

This year Trustees also started thinking about RPLC's plans to develop the site of which the Cambrian Centre is part. The Centre strives to accommodate all users, however it is clear that it is now close to maximum capacity and will be unable to expand further without more space, particularly in the case of the gym, where more floor space for users to work in and to move around machines would be welcome. In this regard, Trustees are open to considering new and innovative ideas - to maximise the use of its current space, or move to a new location onsite. Trustees do not believe that moving to a larger facility would necessarily undermine the Centre's unique atmosphere. However, we believe there is substantial synergy between the gym and the rest of the Centre, and that this could be a strong argument for keeping them in the same building. In any event, the gym would remain under CCC management.

With an eye on the future, therefore, the Trustees have produced an internal document in the form of a Business Plan to guide the Centre's progress over the next three years.

Finally, as always, the Cambrian Community Centre Staff and Trustees thank everyone for their past and continuing support. We always need and look forward to welcoming additional helpers and volunteers. More information about this and much else can be found on our website, or by contacting the Centre.



*Teresa Grafton, Chair of Trustees*  
January 2017

## INDEPENDENT EXAMINER'S REPORT FOR YEAR ENDED 30 JUNE 2016

I report on the accounts of The Cambrian Community Centre for the year ended 30 June 2016, which are set out on pages 6 to 10.

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with the general Directions given by the Charity Commission. An 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below

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:
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.



Name: Andrew Craig  
Address: 16 Cranmer Rd, Hampton Hill, Middlesex, TW12 1DW  
Date: 9th January 2017

THE CAMBRIAN COMMUNITY CENTRE

ANNUAL ACCOUNTS 2015/16

Year ended 30 June 2016

	Note	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total Funds 2016 £	Total Funds 2015 £
<b>Incoming Resources</b>					
Donations and fundraising	2	7,006	0	7,006	10,461
<b>Activities in furtherance of the charity's objectives</b>					
Grants receivable	3	22,010	7,000	29,010	38,640
Charitable trading income	4	67,246	0	67,246	60,715
Interest receivable	5	238	0	238	49
<b>Total Incoming Resources</b>		<b>96,501</b>	<b>7,000</b>	<b>103,501</b>	<b>109,865</b>
<b>Resources expended</b>					
<b>Costs of generating Funds</b>					
Costs of generating voluntary income	2	70	0	70	775
Total Costs of generating funds		70	0	70	775
Net incoming funds available for charitable application		<b>96,431</b>	<b>7,000</b>	<b>103,431</b>	<b>109,091</b>
Costs in furtherance of the charity's objectives					
Staff costs	6	42,335	0	42,335	38,851
Other costs	7	38,703	10,540	49,243	54,075
<b>Total Resources Expended</b>		<b>81,038</b>	<b>10,540</b>	<b>91,578</b>	<b>92,926</b>
Net Incoming Resources for the year		15,393	-3,540	11,853	16,165
Balances brought forward		53,023	3,540	56,563	40,398
<b>Balances carried forward</b>		<b>68,415</b>	<b>0</b>	<b>68,415</b>	<b>56,563</b>

The notes on pages 8 to 10 form part of these financial statements

THE CAMBRIAN COMMUNITY CENTRE

**BALANCE SHEET**  
At 30 June 2016

**BALANCE SHEET**

	Note	2016 £	2015 £
Fixed Assets			
Tangible assets	8	-	-
Current Assets			
Debtors	9	16,107	11,665
Cash at bank and in hand		58,996	47,979
Total Current Assets		<u>75,103</u>	<u>59,645</u>
Creditors, deferred income and tax/NI:			
- falling due within one year	10	6,688	3,082
<b>Net Current Assets</b>		<b>68,415</b>	<b>56,563</b>
<b>Total assets less current liabilities</b>		<u><u>68,415</u></u>	<u><u>56,563</u></u>
<b>Funds</b>			
Restricted	11	0	3,540
Unrestricted	12	68,415	53,023
<b>Total Funds</b>		<u><u>68,415</u></u>	<u><u>56,563</u></u>

The notes on pages 8 to 10 form part of these financial statements

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

Year ended 30 June 2016

**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) and the Charities Act 2011

**Depreciation**

Depreciation is calculated to write off the cost of an asset, less its estimated residual value, over the life of that asset as below. Written off assets are included in the total in Note 8 until disposed of.

IT and Gym Equipment - written off immediately on purchase

Furniture and other equipment - 5 years straight line

Assets are only capitalised where the unit cost of purchases exceeds £1000.

**Reserves policy**

Reserves should be maintained at between 4 to 6 months current expenditure, plus £5,000 to cover unexpected gym equipment failure.

**2 Donations and fundraising**

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£
	2016			2015
Donations	705	0	705	1811
Fundraising (Raffle, Quiz etc.)	6,301	0	6,301	8650
Total	7,006	0	7,006	10461
Less cost of fundraising	70		70	775
	<b>6,936</b>		<b>6,936</b>	<b>9687</b>

**3 Grants Receivable**

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£
	2016			2015
Richmond Parish Lands Charity	15,600		15,600	20,600
Richmond Parish Lands Charity (Refurbishment)			0	10,000
Exercise referral (2016 - new contract)	3,710	0	3,710	6,840
BAA Community Fund - gym equipment	0	2,500	2,500	0
Kew Rotary - Gym Equipment	0	2,000	2,000	0
LBRUT grant for new activities (2016=singing)	0	2,000	2,000	0
IBM Grants	2,700	0	2,700	1,200
L&Q grant for talks programme	0	500	500	0
	<b>22,010</b>	<b>7,000</b>	<b>29,010</b>	<b>38,640</b>

**4 Charitable Trading Income**

	2016	2015
	£	£
Lettings	29,120	24,518
Gym Income (excluding grants)	31,337	28,677
Activities income (classes etc)	6,790	7,521
	<b>67,246</b>	<b>60,715</b>

**5 Interest Receivable**

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£
	2016			2015
Bank interest receivable	238	0	238	49



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

Year ended 30 June 2016

**6 Costs in Furtherance of Charitable Objectives**

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£
<b>Provision of Charitable services:</b>			<b>2016</b>	<b>2015</b>
Gym	49,518	5,916	55,434	48,869
Community Activities	31,520	4,624	36,144	44,056
	<u>81,038</u>	<u>10,540</u>	<u>91,578</u>	<u>92,926</u>

**Analysis of provision of charitable services:**

	Staff costs	Other costs	Total	Total
	£	£	£	£
			<b>2016</b>	<b>2015</b>
Gym	32,106	23,328	55,434	48,869
Community Activities	10,229	25,915	36,144	44,056
	<u>42,335</u>	<u>49,243</u>	<u>91,578</u>	<u>82,498</u>

**7 Direct Resources expended**

	Staff costs	Other costs	Total Funds	Total Funds
	£	£	£	£
			<b>2016</b>	<b>2015</b>
Direct charitable expenditure	42335	49243	91578	92,926
Management and administration		-	-	-
	<u>42335</u>	<u>49243</u>	<u>91578</u>	<u>92,926</u>

The aggregate staff costs were:

	2016	2015
	£	£
Wages and salaries	38,378	36,110
Social Security costs	3,957	2,741
	<u>42,335</u>	<u>38,851</u>

Particulars of employees

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

	2016	2015
	No.	No.
Number of staff (full time equivalents)	<u>1.5</u>	<u>1.5</u>

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

Year ended 30 June 2016

**7 Direct Resources expended (continued)**

	<b>2016</b>	<b>2015</b>
	£	£
Other costs :		
Rent	19,500	19,500
Accountancy	0	0
Heat, light, water, repairs & renewals	13,770	17,358
Training, telephone, travel, stationery & other	15,973	17,217
	<u>49,243</u>	<u>54,075</u>

**8 Tangible Fixed Assets**

	<b>Equipment</b>	<b>Equipment</b>
	£	£
Accumulated cost	13,364	14,364
Accumulated Depreciation	13,364	14,364
Net book value at 30 June	<u>0</u>	<u>0</u>

The oldest exercise bike was disposed of during the year. Estimated cost £1000.

**9 Debtors**

	<b>2016</b>	<b>2015</b>
	£	£
	16,107	11,665

**10 Creditors**

Creditors	6,300	3,082
Taxation and social security	387	0
	<u>6,688</u>	<u>3,082</u>

**11 Restricted Funds**

	Movement in resources:			
	Balance at	Movement in resources:		Balance at
	01-Jul-15	Incoming	Outgoing	30-Jun-16
	£	£	£	£
Gym equipment / activities / RPLC facilities grant	3,540	7,000	10,540	0
	<u>3,540</u>	<u>7,000</u>	<u>10,540</u>	<u>0</u>

**12 Analysis of net assets**

	<b>Other net assets</b>	<b>Total</b>	<b>Total</b>
	£	£	£
Restricted Funds		0	3,540
Unrestricted Funds		68,415	53,023
		<u>68,415</u>	<u>56,563</u>