

Supported by:

Hampshire County Council Liss Parish Council East Hampshire District Council

Liss Community Association

The Triangle



Registered Charity Number: 1050032

Trustees' Report **FOR THE YEAR ENDED 31 MARCH 2018**

The Triangle
Mill Road
Liss
Hampshire
GU33 7DX

LISS COMMUNITY ASSOCIATION

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Liss Community Association

A Registered Charity – Number 1050032

ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2018

The members of the General Committee present their report for the year.

The members of the General Committee who were also Trustees of the Charity during all or part of the period were:-

Charmian Porton
Chairman

Christopher Dowty
Vice-Chairman

Sandra Cartwright
Staff Manager

Caroline Sedgwick
Treasurer

Malcolm Madgwick
Buildings Manager

Linda Li Davies
Events Manager

Janet Crates
Coffee Bar Manager

Sue Halstead
Sue Jordan
Mike Boocock

Olive M Piazza
Judith Bartlett

Mike Jordan
Martin Sedgwick

The Charity's address is: The Triangle Community Centre, Mill Road, Liss, Hampshire, GU33 7DX.

Website: www.liss-triangle-centre.org.uk

The Charity's bankers are Santander plc at Bootle.

The Charity is sometimes known locally as the Triangle Community Centre, or the Triangle Centre, or simply the Triangle.

1. Structure, Governance and Management

The Charity was established by a Deed of Constitution dated 10th May 1995 and was registered by the Charity Commission as number 1050032 on 20th October 1995.

The charity is organised as an independent unincorporated association with a General Committee of trustees that comprises members elected at the Annual General Meeting, or nominated as stated in the Constitution (by affiliated voluntary organisations, or by local government) and/or co-opted during the year.

The day to day management of the Triangle is delegated to a part-time Centre Manager, Karen Feeney and a part-time Book Keeper, Liz Ann Atkinson. One of the Trustees acts as their line manager. All financial decisions greater than £250 and all strategic decisions are retained by the trustees.

2. Objectives and Activities

2.1 The Objects as laid out in the Constitution of the Association are to:

- a) Promote the benefit of the inhabitants of Liss Civil Parish and the neighbourhood defined by the adjacent parishes (hereafter called "the areas of benefit"), without distinction of sex, sexual orientation, race or political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;
- b) Establish or secure the establishment of a Community Centre (hereafter called "the Centre") and to maintain and manage the same (whether alone or in co-operation with any local authority or person or body) in furtherance of these objects;
- c) Promote such other charitable purposes as may from time to time be determined.

The Association shall be non-party in politics and non-sectarian in religion.

2.2 Public Benefit

The trustees of Liss Community Association believe that the Association provides significant Public Benefits to facilitate development both individual and communal in line with the objectives of the constitution. By effective use of volunteers, raising donations locally and using grants, the Association minimises its charges and fees, to make its facilities and services widely available. The Association places no limitation as to beneficiaries. Approximately 40% of our hirers are community groups who benefit from a 50% reduction in hire charges.

2.3 Aims

The Association aims to make Liss a vibrant community. The aim is supported by making the Triangle an accessible and welcoming hub at the centre of the village. We provide at very low cost rooms of varying sizes and facilities for all manner of clubs, societies and activities that are useful to village life. We also take initiatives that aim to improve the quality of life in the village.

2.4 People

The Officers of the Triangle: Charmian Porton as Chairman, Sandra Cartwright as Staff Manager, Chris Dowty as Vice-Chairman, Caroline Sedgwick as Treasurer, Malcolm Madgwick as Buildings Manager, Janet Crates as Coffee Bar Manager and Linda Li-Davies as Events Chairman. There is currently a vacancy for a secretary. All of these individuals continued to make a significant contribution to the Association during the year and we thank them for their hard work.

We would like to thank all our volunteers who make such a valuable contribution to the running of The Triangle.

Ray Caudrey who was Secretary and a trustee of Liss Community Association passed away in December 2017. Ray was a huge asset to the Triangle and the village of Liss and is hugely missed by all that knew him. He worked tirelessly and in his own unassuming way to ensure LCA continued from strength to strength and his wisdom, kindness and knowledge will be sorely missed by us all.

Julie Head, who has been maintaining our website and Facebook page for over 4 years in addition to creating all of our wonderful marketing material, has decided to step down from her role with effect from June 2018. We would like to offer our thanks to her for her sterling work and dedication to the Triangle and the enormous contribution she has made to helping with events and fundraising.

3. Achievements

The "Friends of the Triangle" scheme has continued to support the Association's finances with over 80 regular donors. Additionally we have received significant one off sums also gift aided. The administration of the scheme, which includes

the collection of gift aid from around 90% of donations received is managed by the office staff and Trish Stemp our office volunteer.

The Triangle After School Club continues to operate on a firm financial footing with attendance numbers remaining steady this year at 125 child sessions per week. The trustees would like to record their appreciation for the continued effort made by the Club's manager Sandy Turner and her assistants. We are also pleased to report that OFSTED carried out an inspection of the After School Club during March 2018 and recorded a 'GOOD' status across all areas.

The Walking to Health group, which operates as part of a national scheme supported at a local level by EHDC Get Active Group, has continued to thrive with walks around the village and local environs two mornings a week. Our thanks go to the walk leaders and to Charmian Porton for the administration of the scheme. Thanks also go to Liss Heart Trust for their continued support of this worthwhile scheme.

The Triangle website and now Facebook page continue to be a useful tool for anyone wishing to find out more about the classes, events and social activities going on in the centre. Our thanks to Julie Head who ensured they were both kept up to date. The 'What's On' page is a useful resource for villagers to find out what is happening in their village.

The Computer Club, which allows people to drop in and get help with specific computing issues has been recently resurrected by Chris Dowty. Our thanks also go to Ron Lafferty who kindly helped with the club for many years.

The building continues to be well used providing an important meeting point for local groups, societies and clubs, which in turn provide much needed services to local residents of all ages. We continue to work with Alton Community Centre to provide adult education opportunities. Both Liss Horticultural and Liss Historical societies regularly use the centre together with other community groups including the Archeology Group, East Hants Self Sufficiency Group and Liss Investment Club. In addition there are many classes held on a weekly and monthly basis including Pilates, Yoga, Tai Chi, Art and language classes.

An important aspect of the building's use is also to provide a place to meet for the many retired residents of Liss who cannot easily get about. Younger residents, many of whose children attend the Triangles Pre-School and the Triangle After School Club are also frequent users, often taking advantage of the excellent coffee bar. We undertook a major renovation project during the summer of 2017 when the wall between the coffee bar and the meeting room was partly removed and replaced with doors. This now enables us to offer more seating during busy times in the coffee bar. This meeting room also houses a 'library' to the local residents who are unable to travel to surrounding larger towns to visit the library. The coffee bar (managed independently from the centre) is open Monday to Saturday and is run by an active group of volunteers who sell tea, coffee, juices and freshly baked cakes and scones. Their welcoming attitude and low prices means that they are always busy and they play a significant role in making the Triangle the successful 'heart' of the village that it is. The coffee bar also runs Community Help Days monthly when all the profits are donated to local charities. Our thanks to the coffee bar committee and their team of volunteers for the excellent service they provide and the time they give up to help us and their monthly donation to The Triangle Centre.

The courtyard area used by the Coffee Bar customers and the flower beds around the building have been well maintained by a team of gardening volunteers with planted tubs and the trustees would like to record their appreciation for the efforts of all the volunteer gardeners who have significantly improved the appearance of the Triangle.

There are currently 21 affiliated voluntary groups. These groups cater for all ages and interests and benefit from reduced room hire charges. Bookings and income from the rooms have increased this year, which also helps us remain competitive and not increase our room rates for the second year in succession.

The Association would like to record its appreciation for the hard work of all the staff and volunteers who have made all of the above possible.

The Coffee Bar

The Coffee Bar continues to be open six mornings a week and is regularly visited by our ever growing band of loyal and trusty customers who are often seen enjoying either a cup of tea or coffee and some form of light refreshment.

Our overall takings this year have been very similar to last year's takings and currently we contribute £6,000 to the Triangle Centre each year.

As in previous years, we have attempted to reach out to many groups and societies from within the community as part of the Community Help Day event and have given a total of £503.28 to the following:

Rosemary Foundation, Homestart, Macmillan Cancer Support, NCT, Liss Heart Trust, Liss Juniors PTA, Liss Area Historical Society and Liss Junior Athletics Club.

In September we joined forces with East Hill House and organised a combined Macmillan Coffee Morning with members of the staff from the home manning stalls, along with the Coffee Bar volunteers to help draw in the crowds. I am pleased to report that a total of £958.47 was raised in the three hours that we were in action. A fantastic amount and very much appreciated by the Midhurst Macmillan Cancer Support Group. We are planning to hold a similar Coffee Morning in September of this year and will be inviting East Hill House to join us again.

In October and after many requests we added Toasted Tea Cakes and Buttered Toast onto our menu. This was very well received by all, especially as we also made sure that our 'Gluten Free' customers were also catered for.

October also saw the official opening of the extended part of the coffee bar. Damian Hinds was invited as our Honorary Guest and cut the red ribbon to recognise the formal opening of the much welcomed and very much needed extra space. He was also very willing to serve guests with a slice of the celebratory cake.

I could not write this report without mentioning the very sad death of Mr Ray Caudrey, Treasurer to the Coffee Bar. Ray worked tirelessly looking after our accounts and ensuring that the daily float was always ready and that expenses were settled promptly. His calm disposition was always much appreciated and we miss him very much.

I was most grateful to Mr Martin Sedgwick when he offered to take on the Treasurer's responsibilities and I am sure he will look after the accounts in a very efficient manner.

As always, I would like to express on behalf of everyone who enjoys the Coffee Bar facilities, sincere thanks to all our wonderful volunteers whom without their time and support, the Coffee Bar could not function.

Events at The Triangle

Once again the Events committee has had a successful year financially raising just under £12,000 net of costs, and we would like to thank all those involved both with the organisation of these events, and everyone who supported by attending and spending!

Our first event of the year was the Liss Open Gardens at the end of June, scheduled so that it didn't clash with the biennial event in Bramshott. We were fortunate in having 19 very different gardens for people to visit and a big thank you to all those who were prepared to open their gardens to the public. The event was opened by Peter Catt, a member of the Liss Horticultural Society, one of the UK's most distinguished horticulturalists, who this year was awarded the highest accolade the RHS bestows, The Victoria Medal in Honour of Agriculture. A bus service to the outlying gardens in the village was proved by Wheeldrive and a team of volunteers provided refreshments throughout the day. The event proved very popular with both villagers and visitors and resulted in a net income of £1,604.

During the Summer months we welcomed back Julia Mayo with a talk about Jane Austen to celebrate the 200th anniversary of her death, and a return visit from Headley Players with their production of 'Riot'.

During October half term we organised a Halloween event over two days. Saturday saw return of our Beer Festival with music being provided by that excellent fiddler Elsa McTaggart and her husband Gary and local band Rehab Blues - both bands had the audience up and dancing enthusiastically all evening. Sunday was the Halloween Disco, a children's event with appropriate costumes, and for which they were queuing around the block to get in.

The Village Fair in December was organised by a dedicated volunteer, Katie Kempster and Tracey Stokes once again master minded the Craft Market and Triangle Raffle which raised £1,336.

In January we repeated our popular Bridge Tea and we must say a big thank you to the Liss Bridge Club - both for the excellent support from their members, and also for the loan of equipment.

The Quiz night due to take place in March had to be rescheduled due to the snowy weather. It was moved to the end of April - once again selling out - and there is no doubt that the popularity of this evening is due to the devious and cunning questions devised by our quizmaster - Nigel Halliday, not to mention the culinary efforts of the catering team!! All teams rose to the challenge with the winners being the Muck and Magic. A big thank you to Nigel and the scorer, his wife Sue, for all the hard work they put into this event.

CINEMA

We continued with our programme of films on Saturday nights, and two films attracted substantial audiences.

Murder on the Orient Express and The Time of their Lives.

At the January film, Dunkirk, we were honoured to have a Dunkirk veteran, Bert Bleach OBE in the audience. Post performance Bert shared with us his memories of those momentous few days, everyone was enthralled and you could have heard a pin drop!

The net contribution from our cinema programme was £2,042.

Film Festival February 2018

The 2018 Film Festival was brilliantly organised once again by Marilyn Timney and her team of volunteers and, Redmayne Bentley, a local stock broking firm, were once again our headline sponsors.

The film selection for the Thursday opening Gala evening was 'Hairspray' which received a mixed reception. After a canapés and fizz reception the Festival was officially opened by the broadcaster Martin Muncaster, a familiar voice on the old BBC Home Service, who told us about his cameo voice role in the film 'Darkest Hour'.

The Friday matinee was 'Tea with Mussolini' and the ticket included a delicious afternoon tea. On Friday evening we showed a 'streaming' of Helen Mirren in The Audience, a National Theatre Live production which centres on the weekly meetings, called 'audiences', between Queen Elizabeth II and her prime ministers.

On the Sunday both the matinee and evening performances of Abdul and Victoria, about the real-life relationship between Queen Victoria and her Indian Muslim servant Abdul Karim were well attended.

In total £2,843 net was raised from this event.

For all film performances we are indebted to the Projection team of Stuart Rees, Mike Jordan and Martin Sedgwick and Jane Williams.

4. Performance

Our contribution to the quality of life within our community remains our highest priority. The 'Walking to Health' scheme continues to help increase the physical activity of some of our villagers and encourages them to make exercise a regular part of their daily routine. They also enjoy and benefit from the social interaction that these 'guided' walks

provide. This section of our community are also regular users of our coffee bar – a place they know they can call into and be sure of a friendly smile and a welcoming chat – something highly valued by those who live alone and have no means of transport.

We have continued to host activities that are appreciated locally on the artistic, social and educational fronts including weekly art classes, monthly art workshops, social opportunities through our diverse regular events from the beer festival to the popular open gardens event. We also continue to host classes in second languages, the after school club, nursery and exercise groups.

5. Sustainability

Work continues to source funding from non-governmental grants and alternative sources within the community to help meet the running costs of the Centre. Whilst bookings are steady and the centre is busy during the mornings, we are looking to improve and increase usage in both the afternoons and at the weekends. Several regular users are reducing their bookings in 2018/19 so we are looking for new hirers.

We had previously been told by EHDC that their grant programme for annual running costs would not operate for 2018/19. However, it seems there has been a change of heart so we understand we will receive £5,700 this year. This is very welcome and we are grateful for it. Our costs continue to rise and we need to refurbish our website, introduce new booking software and invest in the building, our systems and our staff to keep ourselves up to date. The challenge to keep funds coming in to do this successfully continues. Regular use of the building and continued support from the community are essential to secure this iconic village building and keep it accessible and valued.

We have formed a new Charity called Liss Community Association CIO (Chartered Incorporation Organisation.) A CIO is a new type of charity introduced in the last few years which has limited liability, meaning that the trustees no longer bear personal responsibility for any liabilities of the Triangle Centre. This affords better protection where we have employed staff, enter into legal agreements and hold significant assets such as land. The Charity Commission approved the formation of the CIO and it is now ready and waiting for the transfer of assets, liabilities and activities of the current (unincorporated) association to it. Once that transfer has been made, the loose ends will be tidied up and the current association will be dissolved. We have adopted the 'association' model for the CIO as this allows us the wider membership we already have and with continuity of name there will be no practical difference. Approval is sought at the AGM for the trustees to make this transfer.

At the same time, we have been pursuing the purchase of the freehold of the Triangle Centre from HCC for £1. Our current leasehold expires in 2022. Discussions over the condition of the windows (now repaired by HCC) and the roof have delayed our agreement to purchase. We have now been granted £60,000 to cover anticipated roof repairs, and this work will be spread over the next three years and keeps the roof maintained for the next 20 years.

6. Financial Report

Overall the Association returned a satisfactory performance. The accounts show a surplus for the year of £6,743. Cash reserves were £78,451.

Our total income for the year was £138,639 (including restricted grants of £9,140) and we were delighted to receive grants of £5,700 from EHDC and £2,700 from Liss Parish Council. The General Committee would like to record their thanks for this continued support. The annual grant for running costs from HCC is no longer available following a change of policy at the council.

Our fundraising takes several forms: the lettings income from use of the building, our gift aid scheme – donors become 'Friends of the Triangle' and our events programme. Our events have been extremely productive and well received by the local community and raised the sum of £10,780 and a breakdown of activities can be found under note 4 in the accounts. The Trustees are extremely grateful to Linda Li Davies and Marilyn Timney and their team of volunteers for their dedicated support and enormous time commitment.

Lettings income was £43,741 including £6,000 which represents a notional charge to the After School Club and is included in ASC direct costs. This allows for the fact that the Hall and Annexe cannot be let to any other users during ASC sessions.

The Coffee Bar committee has generously increased their monthly donation to £500, and also gave us a one off donation of £5,500 towards the refurbishment of the coffee bar area following its enlargement into the downstairs meeting room. We are very grateful to receive this money. The financial results of the coffee bar are not included in these accounts, only the donations they make to us.

The principal work on the refurbishment was funded 50% by the Triangle Centre itself and 50% by HCC through one of their capital grant programmes.

The one financial number that we do not record in our accounts is the value of the time that our volunteers donate to us. This is extremely precious – if we had to pay for all the time spent in running our activities and services then our accounts would look very different. Just as one example, on my estimate the time spent on putting in place and running our Film Festival is in excess of £1,300, using the National Living Wage of £7.83 per hour. We are very thankful that there are so many committed people in our community that give freely of their time but recognize that recruiting new helpers to ensure we remain sustainable is as essential as providing services in the Triangle Centre.

The Friends of the Triangle, plus tax relief through the gift aid scheme, donated £8,304. This is a very efficient way to donate funds, as we receive 20p from the Government for every 80p donated to us by tax payers. Those who don't pay tax can still donate regularly under our Friends scheme but we will not receive any extra from the government.

The After School Club has had a most successful year showing a small surplus of £704 and the Trustees would like to record their thanks to the ASC staff for their commitment and hard work. The ASC represents a significant part of our community support and the number of children attending sessions in the academic year 2017-18 continues to show significant demand.

We would like to increase business use of the meeting rooms – an eight month booking April to December 2017 in one of our redecorated rooms meant regular income from full time use of the room over that time. With the loss of several long term bookings anticipated in 2018/19 year, as users change their own plans, we are looking for help to spread the word to local businesses that we offer facilities for them in a building with character and a great atmosphere and that lets them show their support for their local community. We are able to provide a full room set up service with our own caretaker Jim Stratton.

We continue to focus on our costs and ensure that we take advantage of fixed term contracts and beneficial rates wherever possible although opportunities to make genuine savings still remain difficult to find.

Our grateful thanks go to LizAnn Atkinson for her continuing enthusiastic support as our book-keeper, coping with invoicing, banking, credit control, pensions and payroll. The demands of modern finance and regulation make her job an ever more challenging one. We would also like to put on record our thanks to Sarah Redfern for her production of the year end accounts and certification process.

The Association has a reserves policy. The current position is as follows:

Working capital reserve: £21,950 – this is run at the level of two months expenditure.

Business contingency reserve: £10,975 – this represents a further one month's expenditure.

Repairs & Redecoration: £7,000 - The Association is obliged under its lease to decorate inside the building every five years.

Capital Replacement: £3,000 – A small reserve for equipment and emergency building repairs.

Structural modifications: £35,000 – Whilst we have now enlarged the café area we would also like to remodel the porch area. This reserve is to cover these costs plus further amounts for other structural work which may be required in the next 12-24 months.

We continue to review our overall reserves policy to ensure that it is still appropriate given our development plans and the current financial climate

The attached financial statement shows the current state of the finances of the Association. The Trustees believe the situation to be satisfactory but we will continue to monitor our financial situation on a monthly basis.

7. Future Plans

It is a necessity for us to continue to attract new volunteers and trustees who can help us to maintain the excellent community facilities and opportunities that we provide. We hope by introducing more events aimed at the slightly younger generation within the community we can facilitate a succession plan and ensure that The Triangle Centre has a long and secure future. Events such as a regular adult and children's disco, student fundraisers and lighthearted quizzes are all in our diary and we will continue to build on these types of fundraising opportunities. We will also continue to monitor the success of the monthly cinema and see if more ways can be found to increase the revenue we make on these occasions. With the plans to purchase the building and become an CIO, it is important that we make plans to run on a more business like footing to ensure our continued viability.

The Dementia Café has proved to be very successful and these will continue and hopefully expand to benefit more local residents as time progresses.

We are looking at ways to finance more electrical sockets in the classrooms and also enhance the lighting in the hall and classrooms along with redecoration in the landing and stairwell. We are also looking to repair and polish the floors in the hall, annexe and classrooms. Plans have also been discussed to add a new porch area to the front door and annexe entrance and these projects will be looked at more in depth during 2018/19.

We are always keen to listen to the community and would welcome ideas for any classes or activities that may help us to increase our income.

LISS COMMUNITY ASSOCIATION

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES
OF LISS COMMUNITY ASSOCIATION

I report on the accounts of the Trust for the year ended 31 March 2018, which are set out on pages 10 to 17.

Respective responsibilities of trustees and examiner

The charity's trustees 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.

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.

Basis of independent examiner's report

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 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 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.

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:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

Name: Sarah Redfern ACMA, ATT



Address: 5 Longacre Close, Liss, Hampshire, GU33 7UZ

Date:

19th June 2018

LISS COMMUNITY ASSOCIATION

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2018**

	<u>Note</u>	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u>	<u>2017</u>
		£	£	£	£
Incoming Resources:					
Group registrations		333		333	354
Donations and grants	5	19,799	9,140	28,939	18,859
Lettings		43,741		43,741	39,612
After School Club		36,885		36,885	37,991
Office services to users (copier etc)		477		477	469
Miscellaneous income		612		612	240
Fundraising	4	27,513	*	27,513	29,753
Deposit interest (gross)		139		139	235
Total income:		<u>129,499</u>	<u>9,140</u>	<u>138,639</u>	<u>127,513</u>
Costs of Generating Funds					
Costs of fundraising	4	<u>8,429</u>	<u>0</u>	<u>8,429</u>	<u>7,734</u>
Resources Expended					
Direct Charitable Expenditure					
Staff costs (After School Club)	8	25,983		25,983	24,510
After School Club direct costs		10,198	0	10,198	8,788
		<u>36,181</u>	<u>0</u>	<u>36,181</u>	<u>33,298</u>
Indirect Charitable Expenditure					
Property and ground maintenance		2,287		2,287	3,208
Rent		2,000		2,000	2,001
Water rates and waste collection		2,286		2,286	1,925
Insurance		1,521		1,521	1,490
Light and heat		4,296		4,296	5,716
Cleaning materials		1,593		1,593	1,631
Staff costs (all less After School Club)	7	48,343		48,343	48,372
Depreciation		<u>13,509</u>		<u>13,509</u>	<u>13,684</u>
		<u>75,835</u>	<u>0</u>	<u>75,835</u>	<u>78,027</u>

LISS COMMUNITY ASSOCIATION

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2018(Continued)**

	Note	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total</u>	<u>2017</u>
		£	£	£	£
Support Costs:					
Telephone, computer and fax		314		314	519
Postage, stationery and photocopying		2,012		2,012	884
Subscriptions		182		182	259
Training costs		1,068		1,068	931
Accountancy fees	6	125		125	100
Legal, professional & bank fees		4,294		4,294	3,145
Sundry equipment and repairs		1,618		1,618	2,029
Performance Licences		1,610		1,610	1,680
Miscellaneous expenses and staff welfare		228		228	6
Bad debts		0		0	349
		<u>11,451</u>	<u>0</u>	<u>11,451</u>	<u>9,902</u>
Total resources expended		131,701	0	131,701	128,961
Net movement in funds		<u>(2,397)</u>	<u>9,140</u>	<u>6,743</u>	<u>(1,448)</u>
Fund balances brought forward at 1 April 2017		57,648	146,279	203,927	205,375
Transfer of restricted funds balance		0	0	0	0
Fund balances carried forward at 31 March 2018		<u>£55,251</u>	<u>£155,419</u>	<u>£210,670</u>	<u>£203,927</u>

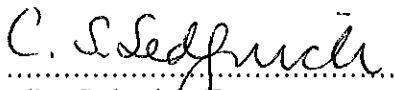
The notes on pages 15 to 18 form part of these accounts

LISS COMMUNITY ASSOCIATION
BALANCE SHEET AS AT 31 MARCH 2018

		<u>2018</u>		<u>2017</u>	
	<u>Notes</u>	£	£	£	£
Fixed Assets					
Leasehold improvements	2		111,827		105,459
Furniture & equipment	2		15,130		18,406
			<u>126,957</u>		<u>123,865</u>
Current Assets					
Debtors		7,450		6,078	
Stock		205		205	
Cash and bank					
Deposit account 1		6,094		6,075	
Deposit account 2		32,994		44,877	
Deposit account 3		6,546		6,543	
Current account		32,769		16,802	
Cash		48		355	
			<u>86,106</u>		<u>80,935</u>
Current Liabilities					
Creditors: amounts falling due within one year					
		(2,393)		(872)	
Net Current Assets		<u>83,713</u>		<u>80,062</u>	
Net Assets		<u>£210,670</u>		<u>£203,927</u>	
Represented by:					
Income Funds					
Unrestricted funds	3				
Designated funds			55,975		54,750
Working Capital Reserve			21,950		19,500
Other			5,790		5,812
Restricted income funds	3		126,955		123,865
			<u>£210,670</u>		<u>£203,927</u>

Approved by the Board of Trustees on


.....
Charmian Porton, Chairman


.....
Caroline Sedgwick, Treasurer

The notes on pages 15 to 18 form part of these accounts

LISS COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018

1 Accounting Policies

General

These accounts have been prepared under the historic cost convention in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities.

Depreciation

Depreciation is provided on the leasehold improvements to the Community Centre building and furniture and equipment at the following rates based on the estimated useful life of these fixed assets and their anticipated value:

Leasehold improvements	4% pa	(straight line basis)
Furniture and equipment	20% pa	(reducing balance basis)

The Association has a lease on the property until 1 January 2022.

2 Fixed assets

	<u>Leasehold Improvements</u>	<u>Furniture and Equipment</u>	<u>Total</u>
	£	£	£
Cost at 1 April 2017	227,053	95,929	322,982
Additions in current year	16,091	507	16,598
Cost at 31 March 2018	<u>243,144</u>	<u>96,436</u>	<u>339,580</u>
Depreciation at 1 April 2017	121,594	77,523	199,117
Charge for current year	9,726	3,783	13,508
Depreciation charge at 31 March 2018	<u>131,320</u>	<u>81,306</u>	<u>212,626</u>
Net book value at 31 March 2018	<u>£111,824</u>	<u>£15,130</u>	<u>£126,955</u>
Net book value at 31 March 2017	<u>£105,459</u>	<u>£18,406</u>	<u>£123,865</u>

LISS COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018(Continued)

3 Summary of Net Assets by Funds

	<u>Unrestricted Funds</u>		<u>Restricted Funds</u>	<u>Total</u>
	General Purpose	Designated		
	£	£	£	£
Fixed Assets			126,955	126,955
Working capital reserve		21,950	*	21,950
Business contingency		10,975		10,975
Repairs and redecoration		7,000		7,000
Capital replacement		3,000		3,000
Structural modifications		35,000		35,000
Other	5,790			5,790
	<u>£5,790</u>	<u>£77,925</u>	<u>£126,955</u>	<u>£210,670</u>

4 Fundraising

	<u>Organiser's Costs</u>	<u>Proceeds</u>	<u>Net 2018</u>	<u>2017</u>
	£	£	£	£
Friends of the Triangle	-	8,304	8,304	10,636
Lidba	0	0	0	-21
Art Exhibition	0	0	0	1,411
Christmas Activities	153	1,489	1,336	1,504
Cinema	2,366	4,408	2,042	2,508
Discos	597	1,119	522	0
Film Festival	1,461	4,304	2,843	2,742
Quiz Night	0	0	0	1,433
Bridge Tea	22	430	408	460
Open Gardens	1,053	2,657	1,604	0
Headley Players	46	343	297	276
Elsa McTaggart			0	137
J Bridcut Evening	0	0	0	735
J Mayo Talk	244	602	358	174
Natural Cook Company	240	0	-240	0
Beer Festival	2,052	3,465	1,413	0
Misc	195	392	197	24
Totals	<u>£8,429</u>	<u>£27,513</u>	<u>£19,084</u>	<u>£22,019</u>

LISS COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018 (Continued)

5 Donations and Grants

	<u>2018</u>		<u>2017</u>	
	<u>Restricted Funds</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Unrestricted Funds</u>
	£	£	£	£
Local Authority Grants				
General Costs				
HCC		0		4,660
EHDC		5,700		5,700
Liss PC		2,700		2,700
Capitals Grants				
HCC	9,140	0		
EHDC				
Liss PC				
Community First		400		
Dementia Café		0	1,000	
CHIF grant			0	
Radian Grant for volunteer event			0	
EHDC Grant for staging			0	
Coffee bar contribution		9,800	0	3,600
Members/Supporters		1,199		1,199
	<u>£9,140</u>	<u>£19,799</u>	<u>£1,000</u>	<u>£17,859</u>

6 Management and Administration of the Charity

	<u>2018</u>	<u>2017</u>
	£	£
General committee member's expenses	0	0
Accountancy fees	125	100
	<u>125</u>	<u>100</u>

LISS COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2018 (Continued)

7 Employee Costs

	<u>2018</u>		<u>2017</u>	
	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u>	<u>Total</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Maintenance & security	18,931		18,931	18,220
Management	17,131		17,131	19,105
After School Club Supervision	25,983	0	25,983	24,510
Administration	12,187		12,187	10,829
Employers NI+ Pension	94		94	218
	<u>£74,326</u>	<u>0</u>	<u>£74,326</u>	<u>£72,882</u>