

Thornbury and District Community Association

Annual Report and Financial Statements for the year ended
31 December 2021

Registered Charity Number: 301639



Report of the Trustees

The Trustees present their report, together with the examined Final Statements of the Charity for the year ending 31 December 2021.

TDCA owns and is based at The Chantry, 52 Castle Street, Thornbury, South Gloucestershire. The Chantry is open to the public for use as a Community and Arts Centre. The premises, which date back to Tudor times, are in a conservation area and are Grade II listed.

The Association is managed by a board of Trustees who are elected at the AGM. Regular customers are given the option to affiliate with the Community Association and they are then able to nominate one of their members to join us as a trustee. Trustees living outside of our area of benefit can be co-opted.

Charitable purpose

The Association's objectives are set out in the constitution, the most recent version of which was adopted in 2013. These objectives are as follows:

- a) Promote the benefit of the inhabitants of Thornbury and the neighbourhood together defined by the parishes of: Thornbury, Oldbury, Hill, Rockhampton, Falfield, Tortworth, Cromhall, Charfield, Tytherington, Alveston, Olveston and Aust without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a 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 and to maintain and manage the same (whether alone or in cooperation with any local authority or other person or body) in furtherance of these objects.

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

Public benefit

Rooms are rented to community groups at a substantial discount on normal commercial rates. Many of these groups, which are essential to a vibrant community, would not be viable without this.

It is estimated that at least 95 percent of the room hirings have a large element of public benefit.

The following groups and organisations made regular use of the Chantry Community and Arts Centre during the year:

Alison Boles	Northavon Youth Theatre Company
Armstrong Hall Action Alliance	Oxfam (Thornbury)
Art +	Parkinsons Support Group
Avive Dance Company	Pregnancy Yoga
Avon and Wiltshire Mental Health Partnership	Project Mumfit
NHS Trust	Quilting Group
Bloom with Daisy	Religious Society of Friends (Quakers)
Blue Sky Running	River Mace
Bristol School Of Tai-Chi	Sally Cullum
Community Learning	Science Bugs Sensory
Downpour Theatre Company	Thornbury & District Stamp Club
Dr Nick Chidlaw	Thornbury & South Gloucestershire Amateur Radio Club
Duke of Edinburgh	Thornbury and South Gloucestershire Model Railway Club
Face2Face Parkinsons	Thornbury Masonic Lodge
Geostudies	Thornbury Musical Theatre Group (TMTG)
Gloucestershire Archery Society	Thornbury Radio
Holly Carter Music	Thornbury Town Trust
Hortham Farm	Thornbury Wellbeing Group
Inspiration	Trefoil Guild
Jane Robbins	U3A Committee
Jo Jingles	U3A Computer Group
Just Sew It	U3A Discussion Group
League of Friends of Thornbury Hospital	U3A Family History
Liberal Democrats (Thornbury)	U3A Geology
Lorraine Hamilton	U3A History
Marion Truesdale	U3A Investment
Matt Fiddes Martial Arts Classes	U3A Jazz Appreciation
Mindful Meditation/Little Wren Yoga	U3A Our Living Language
Mini First Aid Gloucestershire	U3A Photo Group
Mount Cottage Crafts - Candle Making	Valelink Community Transport
Music With Mummy	
North Bristol NHS Trust	
Northavon Academy of Performing Arts	

Structure governance and management

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Trustees:

D Derham	Chairman
G Morris	Vice Chairman
J Snowden	Treasurer (resigned 11/11/21)
P Oddy	
C Davies	
S Goodwin	
R Howells	Resigned 12/7/21
R Laney	Resigned 5/5/21
Y Oddy	Appointed 9/8/21
C Willmore	Appointed 13/12/21

Independent Examiner

Michael J Bowles, MJB Accounting

Custodian Trustees

The Chantry, which is the main tangible asset of the Association, is governed by the following custodian trustees:

Joan Hawkins,
Anne Holland

Bankers

Barclays Bank Plc
788 Fishponds Road
Fishponds
Bristol
BS16 3UR

Contact details:

Address:

The Chantry
52 Castle Street
Thornbury
Bristol
BS35 1HB

Telephone number:

01454 414268

Email address:

office@thechantry.org.uk

Website:

www.thechantry.org.uk

Achievements and activities

Chairman's Report

2021 was another challenging year in the life of The Chantry. The continuing Covid pandemic meant that groups were unable to use the facilities for a large part of the year. A couple of child-focused groups returned in May, whilst adult groups started to slowly drift back a month later. Due to summer holidays and continued nervousness, it was not until September that activity really started to pick up. A number of customers, including a couple of the largest income generators, were massively affected by the pandemic and as a result they are unlikely to return to running activities at the Chantry. The overall effect of Covid has been huge and has presented lasting challenges, which the Trustees and staff are actively addressing.

The Trustees met in June to hold another Strategy meeting and to agree the priorities for developing the business and quality of the facilities. As a result of this meeting, several projects were agreed which were started, if not completed by the year-end. These are as follows:

1. In order to ensure the continued safety of all users of the Coach House, a new fire detection and alarm system was installed in the Coach House. A modern wireless system was adopted, which avoided the need for unsightly cable runs around the historic building.
2. The windows in the Coach Hall which face Castle Street had become in a very bad state of repair. These were restored and painted and have ceased to be the eyesore which they previously were.
3. In order to improve the safety of visitors at night, all of the car park lighting was replaced with bright, energy efficient LED fittings on motion detectors. This, coupled with the recent re-marking of the car park, has greatly improved the parking facility.
4. New energy efficient outside lighting was fitted in the garden area to improve visibility and safety at outdoor events.
5. Work started on renovating the conservatory. This structure is very old and had deteriorated into a bad state of repair. A new door was made by a local craftsman and by the year-end work was well underway on repairing the timbers and painting the entire structure. This work will ensure that the Conservatory can once again be used for meetings and private functions. Funding for this project was provided by South Glos. Council from a Section 106 development fund.
6. The toilet facilities in the Coach House were very old and tired and damp penetration was causing deterioration of large areas of plasterwork. A major renovation project was embarked upon towards the year of the year and was largely complete by the year-end. As a result, we now have very modern facilities which match the recently refurbished toilets in the main Chantry building.

Despite the very challenging situation with the Covid pandemic, undertaking of the above projects has continued the programme of major improvement to the facilities, which is now in its 3rd year.

The Trustees are extremely grateful to Thornbury Town Council for their operational financial support once again during the year.

We would also like to thank South Gloucestershire Council for generously supporting our renovation projects.

Once again, I want to praise the flexibility and efforts of our administration and caretaking team for keeping the Chantry afloat during another very challenging year. I would also like to thank my fellow trustees for their support and hard work during the year.

Two new Trustees joined our team during the year; Yvonne Oddy and Chris Willmore. They bring very valuable experience and we are delighted that they have joined us. Roger Howells, Rex Laney and John Snowden left the Trustees during the year and I want to express my thanks to them for their service.

We are emerging from the pandemic in a very strong position, with an even better set of facilities than at the start of the crisis. We are confident that The Chantry will increasingly become the sustainably thriving heart of the local community that we have been working towards for some time.

Dave Derham

Chairman

Financial Review:

Treasurers report

Overview

The financial position of the TDCA continued to be challenged by the Covid-19 pandemic with users prohibited again from meeting in groups.

Most of the TDCA income is from the room rentals and leases which amounted to £30,715; this is almost the same as in 2020 (£29,055). Further income by way of unrestricted grants was received totalling £21,358 including £17,258 to support the charity in managing the impact of the pandemic (including the Job Retention Scheme).

Total income was £55,785, which although a decrease from 2020 by £8,834, no inference on performance should be taken as this was solely due to the impact of Covid-19.

The “direct charity costs” cover staff costs, operational running costs, maintenance, and facility improvement projects. These amounted to £57,322, a reduction of £9,465 (circa 14%) from 2020. This reflects the very strict cost management which was in place in response to the pandemic.

An effective operational surplus of £6,503 was realised during the year. However, in order to continue to develop the facilities, £11,903 was spent from reserves on improvement projects. The result was a deficit of £5,400.

Very tight control was once again applied to debtor management. Overdue debt at the year-end was £285 and only £36 of debt was written off during the year.

Grants

Grants were received during the year totalling £32,790.

Unrestricted grants

Unrestricted grants of £17,258 were received to support the charity to manage the impact of the pandemic. A further revenue grant of £4,100 was received from Thornbury Town Council.

Restricted grants

Grants were received totalling £11,440 for specific projects as follows:

Coach House toilet refurbishment - S. Glos. Council / FOC	£2,940
Conservatory renovation - S. Glos Council, Section 106	£6,000
New Garden Furniture - B&Q / South Glos. Council	£2,500
Total	£11,440

Notable expenditure

During the year a total of £11,903 was spent on improvements to the building fabric and infrastructure which included health and safety works:

Car park re-marking	£965
Coach House windows renovation	£429
Coach House Fire alarm system and fire safety improvements	£4,496
Completion of render repair and painting on main building	£2,900
Commencement of Coach House toilets refurbishment	£3,114
Total	£11,903

Reserves policy

The current assets held at the end of the financial year remained healthy at £41,191.

Unrestricted free reserves are needed to provide resources which can be designated to essential projects in order to enable work to be undertaken at short notice or for which third party funding is unlikely and to cover the costs of administration and support without which TDCA could not function.

The Trustees have again agreed that the reserves should be sufficient to cover the loss of all income from the top 3 customers and failure to replace this income within 12 months. In addition to this, emergency funds should also be available to pay for unplanned maintenance work costing £5,000. As a result of these guidelines the target level of free reserves has been set at £18,000.

The level of free reserves is monitored and formally reviewed by the Trustees annually.

Free reserves at the end of 2021 stood at £34,924.95, which with a target of £18,000 gives an excess of £23,254. This surplus will be necessary to fund the next phase of facilities improvement projects.

It seems likely that the impact of the Covid-19 pandemic is behind us for the time being, although other challenges may arise, such as cost of living increases. Therefore, caution will be taken in expending the excess.

Risk Management

The Trustees continue to monitor the potential risks to future income associated with the Covid-19 pandemic. The current significant margin on reserves will allow timely consideration of options for best management of income and expenditure going forward.

Chris Roberts

Treasurer

Approved by order of the board of trustees on 17th October 2022 and signed on its behalf by



David Derham
Chairman

Thornbury & District Community Association
Registered Charity 301639

Statement of Financial Activities to 31st December 2021

The following accounts have been prepared in accordance with the Statement of Recommended Practice (SORP) issued by the Charity Commission to comply with the Executive Committee's obligations as the trustees of the Charity for keeping accounting records

	NOTE	2021	2021	2020	2020
		£	£		
Income					
Donations		2		1,088	
Commercial Leasing Sales		7,453		5,384	
Community Leasing Sales		5,170		6,402	
Room Hire		18,092		17,269	
TDCA Events		3,710		4,007	
			34,427		34,150
Grants (Unrestricted)					
Covid 19	South Glos Council	9,002		12,001	
	JRS - Caretakers	4,592		8,009	
	JRS - Office	3,664		6,359	
	Thornbury Town Council - Revenue	4,100	21,358	4,100	30,469
Total Income			55,785		64,619
Expenditure					
Direct Charity					
Catering Purchases		135		910	
Cleaning		424		926	
Security		469		266	
Hallmaster Fees		224		224	
Insurance		2,935		2,710	
Gardening Maintenance		181		1,322	
Advertising & Promotional				90	
Utilities		5,675		8,775	
Office/Administration Costs		197		1,697	
Telephone/Internet/Website		810		653	
Fire Precautions		5,405		1,051	
Payroll - Caretakers		16,758		17,489	
Payroll - Office		14,619		14,787	
Repairs & Renewals		9,491		15,887	
Total Direct Charity Costs			57,322		66,787
Other Costs					
Bad Debt Expenses		36		79	
Legal & Professional		1,080		2,137	
TDCA Events Costs		2,180			
Bank Charges		0		(2)	
Depreciation		566		652	
Total Other Costs			3,863		2,866
Total Expenditure			61,185		69,653
Surplus/Deficit			(5,400)		(5,034)

Funded By:

Fixed Assets		1,047,933		1,048,499	
Current Assets	Bank Accounts	39,953.09		48,414	
	Debtors	1,238		775	
	Bar Stock			150	
			1,089,124		1,097,838
Current Liabilities	Creditors	(1,755)	(1,755)	391	391
Total Assets			1,087,369		1,098,229
Capital & Reserves	Current Year Deficit	(5,400)		(5,034)	
	Section 106 Heating	1	1,840	6,516	
	Section 106 Conversatory	1	1,321		
	General Funds		44,066	49,100	
	The Chantry		1,045,543	1,045,543	
	Reserve Funds			2,104	
Total Funds Carried Forward			1,087,369		1,098,229

Notes to the Accounts

1. The accounts are prepared on a receipts and payments basis and no account has been taken of accrued/prepaid income or expenditure

**Independent Examiners Report to the Trustees of Thornbury & District Community Association
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 of the Charities Act 2011 (the charities act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of Independent Examiners Statement

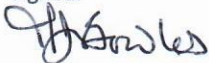
My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures 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,

Independent Examiners 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 Charities Act to prepare accounts which accord with the accounting records and comply with the with the accounting requirements of the Charities 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.

Signed:



11/10/2022

M J Bowles
MJIB Accounting Ltd
South Gloucestershire CVS

Thornbury & District Community Association
Registered Charity 301639

Restricted Funds income and expenditure for year to 31st December 2021

Restricted Funds - 2021	Heating Project - Section 106 - South Glos Council	Toilet repairs - South Glos Council/FOC	Window Repairs - Coop	Heating Project - Section 106 - South Glos Council	Garden Furniture (B&Q and South Glos Council)	TOTAL	
Opening Balance	6,516	768	1,336	0	0	8,620	0
Income							
Grants - Received	0	2,940	0	6,000	2,500	11,440	
Expenditures							
Heating system - Building Repairs/Renovation	4,676	0	0	0	0	4,676	
Toilet refurbishment (Coach Hall)	0	3,708	0	0	0	3,708	
Windows refurbishment	0	0	1,336	0	0	1,336	
Painting/Rendering/Fire Door - Conservatory	0	0	0	4,679	0	4,679	
Garden Furniture	0	0	0	0	2,500	2,500	
Total Expenditures	4,676	3,708	1,336	4,679	2,500	16,900	
Net Income/(Expenditure) (Closing Balance)	1,840	0	0	1,321	0	3,160	0