



Emsworth Community Association

ANNUAL REPORT OF THE COUNCIL OF MANAGEMENT

for the period 1st April 2017 to 31st March 2018

Charity Name:	Emsworth Community Association
Registered Charity Number:	269793
Charity's Principal Address:	North Street, Emsworth Hants PO10 7DD

1. Trustees Running the Charity:

Trustee Name	Office	Dates Acted	Body Entitled to Appoint
Michael Stott	Chairman	Whole year	AGM
James Bassett	Treasurer	Whole year	AGM
Jan Butler	Secretary	Whole year	AGM
Will Barnard	Member	Whole year	AGM
Vivienne Davies	Member	Whole year	AGM
Tom Griffin	Member	Whole year	AGM
Joan Horton	Member	Whole year	AGM
Jill Millar	Member	Whole year	AGM
Bryan Oldaker	Member	Whole year	AGM
Alison Patrick	Member	Whole year	AGM
Richard Swaine	Member	Whole year	AGM
Sandie Swaine	Member	Whole year	AGM
Graham Taplin	Member	Whole year	AGM

Honorary Life Vice President: Helen Barnard MBE

Local Authority Representatives: Ray Bolton, Hampshire County Council
Lulu Bowerman, Havant Borough Council

2. Structure, Governance and Management of the Association

Emsworth Community Association is an unincorporated association. It operates in accordance with a constitution drawn up in 2000 and revised in 2010 and 2017. The Council of Management meets monthly and the officers and members of the Council of Management are elected annually at the Annual General Meeting.

3. Objects of the Association and its Governing Document

As stated in paragraph 1 of the constitution, the Association is governed according to its constitution which states that its objectives are:

- A.** *'To promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, nationality, age disability, race or of political, religious or other opinions by associating together the said inhabitants and the statutory 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'*

In relation to these objects, the main activities undertaken for the public benefit, having regard to the guidance issued by the Charity Commission on public benefit, are as follows:

- **FILMS:** Our monthly film shows remain extremely popular, with matinee showings becoming a regular event for those who can only get out during the day. The set-up of our films actively promotes social inclusion and enables local residents to have tea, coffee and biscuits and to meet other people and enjoy a film at minimum cost.
 - **SOCIAL EVENTS:** The two Quiz Nights were 'sold out' again and attracted both groups and individuals, some groups are quite competitive, whilst others just participated for the fun. The Christmas Carols and Burns night were a success. Plans to test 'streaming' a recorded West End show are underway for showing in May 2018.
 - **TABLE TENNIS FOR THE RETIRED:** Linking with the national table tennis initiative, we continue to run two popular afternoon sessions which provide physical, mental and social benefits. The sessions are attracting people who new to the area or have recently retired and wish to have fun and keep fit.
 - **CRIBBAGE CLUB:** A weekly Cribbage club which provides both mental stimulation and a social activity continues to run across the cooler months of the year.
 - **AFFILIATION:** Four organisations are affiliated; Chaos Support, Emsworth Forum, Emsworth Residents Association and The Hole in the Wall Pottery Group. Affiliation supports these organisations in; developing life skills training for young people with learning disabilities, promotion of community planning, community engagement and community pottery.
 - **THEATRE TICKETS:** The offer of reduced prices for Chichester Festival Theatre performances, for members only, has been popular again.
 - **TRAINING:** Chaos, the local independent organisation that supports young adults with learning disabilities, have been using the computer facilities at the centre to aid them with their learning and digital skills. Additionally, they've been using the kitchens to educate the young adults on how to cook nutritious and tasty meals. Chaos also use the Centre for fitness and dance sessions. First Aid training courses for parents and carers of children is planned for the Summer months of 2017.
 - **ADDITIONAL GROUPS:** Over the last year there has been a steady increase in the volume of new groups and activities at the Community Centre. There are now more activities for people of all ages.
 - **BREASTFEEDING:** ECA was one of the first groups to sign up to Havant Borough's 'Breastfeeding is Welcome Here' scheme and stickers are proudly displayed across the building promoting the fact for mothers to see.
 - **TOILET TWINNING:** Hirers and users of the Centre donated money to Tear Fund's Toilet Twinning scheme and raised enough money, over £270, to fund three family toilet blocks. Photos of the Twinned Toilets are displayed in the main toilets.
 - **FUTURE ARTISTS:** ECA is planning to sponsor a one-day workshop for local teenagers who have a talent for art, during the Summer of 2018. ECA is collaborating with Emsworth Artists and The Art's Society Portsdown, with the aim of enabling teenagers to benefit from meeting up with other creative minds to develop their own unique style through the medium of print. This workshop is all about developing local talent for the future.
- B.** *'To establish or to secure the establishment of a Community Centre and to maintain and manage, or to co-operate with any local statutory authority in the maintenance and management of such a centre.'*
- **MOUNTFORD VENTILATION:** Enhancements to the lighting and ventilation of the Mounford Rooms have been made through the introduction of large light-wells which cast natural light into the rooms for the first time. They come fitted with electric operated skylights that allow stale air to be extracted and replaced with fresh air as required. Blackout blinds are included for times when the light is not wanted.

- **LUMLEY ROOM:** Several enhancements were made during the Summer term of 2017. Full length mirrors were installed to make it more of a dance studio for the benefit of the dance and fitness classes. Also a new store cupboard area was created to enable all the chairs to be safely stored away when not in use.
- **BABY CHANGING FACILITIES:** ECA installed a baby changing unit into the toilet at the far end of the Assembly and Lounge, so that all the baby classes and birthday party hirers can benefit from the improved facilities. This now means that both wings of the building offer toilets for the disabled, unisex and for baby changing.
- **TABLES AND CHAIRS:** Smart conference tables and chairs were donated by RKADIA, the catering company based in Horndean. This means ECA can provide a large board room standard of table in each of the main hiring rooms.
- **UPGRADING OF LIGHTING:** In February 2018 ECA was awarded a £15,000 Community Infrastructure Levy Grant, from Havant Borough Council, for the upgrading of the lighting system across the whole building. The benefits for users will include; a rewired lighting system that will be effective for many years to come, more control over the type of lighting and the level of lighting in the rooms. The move to LED lighting will also be more efficient and environmentally friendly to run. The upgrade works to the Mountford rooms are scheduled for April 2018 and the remaining funds will be used to update the old School rooms later in 2018.
- **UPGRADING OF THE FIRE ALARM SYSTEM:** ECA plans to upgrade the fire alarm system across the whole of the building received a boost in February 2018, with grants totalling £1,200 from local Councillors. Work will commence in April 2018.

4. Achievements and Performance

In addition to the achievements listed above, some highlights of the year's work are given below.

- **MEMBERSHIP:** Our membership remains one of the strongest in Hampshire and now stands at just under 850 members. Subscriptions remain low at £5 per person, per annum, to enable membership to be accessible to everyone. All Members have been invited to update their personal information and revisit their email, telephone and postal permissions, to ensure compliance with the General Data Protection Regulations (GDPR) that come into effect on 25 May 2018. This process is rather difficult to complete as many Members are unaware, at the time of writing, about the importance of 'opting in' for communications from ECA. We expect many more responses to come in closer to the May deadline.
- **PUBLICITY:** The Ems newspaper publicises all of ECA's special events and films and distributes them to all households locally. The ECA website continues to be well-used and effective at promoting what goes on at the Centre. Additionally, social media sites such as Facebook, Twitter, Google and Nextdoor are gaining more followers. Members and public can also sign-up to receive regular updates via email and everyone has been invited to sign-up and refresh their preferences in-line with GDPR requirements. Hard copies of the 'What's On' leaflet are delivered quarterly to those members without email and are also made available to the wider public, both at the centre and across town. ECA listings are also displayed on community website pages across Havant, Emsworth, Thorney Island, Southbourne and Westbourne.

5. Financial Review

The Association has had another very good year financially.

Membership subscriptions were down slightly, but both letting and fundraising income were higher than in 2016-17. Total income was £74,958. Expenditure was also higher at £60,945, but this included considerable amounts on maintaining the fabric of the Community Centre and also improving the facilities within it. At the end of the year cash at bank was £67,031.

The reserves on the balance sheet are £132,158, which includes £70,602 that is set aside for the value of the premises (as ECA does not own the land, the existing buildings have no future value if ECA decides to move in the

future). This leaves free reserves of £61,556. In the opinion of the Management Council the level of reserves is justified because of the costs likely to be incurred in bringing the external roofs, walls and floors up to a satisfactory condition.

6. Future Plans

- **OWNERSHIP OF THE BUILDINGS:** Trustees continue to evaluate Hampshire County Council’s offer to transfer ownership of the premises at a cost of £1 to Emsworth Community Association.

7. The Trustees Would Like to Thank

Those who have kindly provided donations and grants during the past year:

<u>Grants Received from:</u>	<u>Donations from Individuals:</u>	<u>Donations from Groups/Organisations:</u>
<ul style="list-style-type: none"> • Cllr Ray Bolton, Hampshire County Council • Cllr Lulu Bowerman, Havant Borough Council • Cllr Richard Kennett, Havant Borough Council 	<ul style="list-style-type: none"> • Mrs Batty • Prof & Dr Last • Mr R. North • Mr & Mrs Roberts <p><u>Donations of Items:</u></p> <ul style="list-style-type: none"> • Mrs B. Hammond • Rkdia 	<ul style="list-style-type: none"> • Brendon Care • Emsworth Artists • St. John’s Church, Southbourne

Trustees are also grateful to all the Groups and Hirers who have been very supportive and understanding throughout the periods of building work that has taken place. Finally, our thanks go to our staff and the volunteers who have all provided excellent support and enabled us to achieve a great deal during a demanding year.

8. Declaration

Signed on behalf of the charity’s trustees:

Signatures		
Full Names	Michael Stott	Jan Butler
Position	Chairman	Secretary
Date	Wednesday 18 th July 2018	Wednesday 18 th July 2018