

# Thornbury and District Community Association

Final Report and Financial Statements for the 18 months period  
ended

30<sup>th</sup> June 2024

Registered Charity Number : 301639



## Report of the Trustees

The Trustees present their final report, together with the examined Final Statements of the Charity for the 18 months period ending 30 June 2024.

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.

From 1st July 2024 the management and ownership of the Chantry will be transferred to a Charitable Incorporated Organisation (CIO) with the name The Chantry Community and Arts Centre (registration number 1202020). This move was approved at 2 General Meetings, held on 11th November 2021 and 12th June 2024

## 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.

Several community groups and organisations made regular use of the Chantry Community and Arts Centre during the year, comprising of social groups, health and well-being, baby and toddler activities, music, dance, education and for the elderly. <sup>(OBJ)</sup>

|  |  |  |
|--|--|--|
| Adventure Babies                                       | Melrose Group  | Tai Chi  |
| Armstrong Arts Group                                   | Mindful Meditation/Little Wren Yoga                                | Tai Chi Qigong   |
| Armstrong Hall Community Engagement                    | Mini Athletics   | Tarot Card Reading (AF)                                |
| Art +  | Mini First Aid Gloucestershire                                     | TB Collectables  |
| Art History Study Day                                  | Mount Cottage Crafts - Candle Making                               | The Hatch Camphill Community                           |
| Arts, Health & Wellbeing                               | Music Rehearsal (AB)   |  |
| Avive Dance Company                                    | Music Rehearsals (SP)  | The Rotary Club of Thornbury                           |
| Avon and Wiltshire Mental Health Partnership NHS Trust | Nick Quirk Art   | Thornbury & District Stamp Club                        |
| Barcan+Kirby LLP                                       | North Bristol NHS Trust  | Thornbury & South Gloucestershire Amateur Radio Club   |
| Berkeley & District Riding Club                        | NTYC Costume Storage   | Thornbury and Severnvale Liberal Democrats             |
| Brigstowe  | Optima Systems   | Thornbury and South Gloucestershire Model Railway Club |
| Bristol After Stroke                                   | Over 60s Tea Room  | Thornbury Field and Roving Archers                     |
| Bristol School Of Tai-Chi                              | Oxfam (Thornbury)  | Thornbury Grammar School Foundation                    |
| British Acoustic Neuroma Association (BANA)            | Perfectly You Yoga   | Thornbury Horticultural Society                        |
| Brizfit  | Phase  | Thornbury in Bloom                                     |
| Castle School  | Pilates with Steph   | Thornbury Magazine                                     |
| Chickp.Ltd   | Quilting Group   | Thornbury Masonic Lodge                                |
| Coconut Moon Wellness                                  | Regenerate Mind and Body   | Thornbury Mums Exercise Group                          |
| Community Learning                                     | Religious Society of Friends (Quakers)                             | Thornbury Musical Theatre Group (TMTG)                 |
| Counselling - SLB                                      | River Mace   | Thornbury National Women's Register                    |
| Crossways Schools PTA                                  | RWB Auctions Ltd   | Thornbury Ramblers                                     |
| Daisy First Aid  | Sally Cullum - Pilates   | Thornbury Taekwon-Do                                   |
| Dance Practice (LM)                                    | Sarah Erskine  | Thornbury Town Council                                 |
| Dance Practice (RS)                                    | Sea Pebbles Doula  | Thornbury Town Trust                                   |
| Dr Nick Chidlaw  | Severn Vale Art Trail  | Thornbury Ukeaholics                                   |
| Duke of Edinburgh                                      | SGLD Exec  | Trefoil Guild  |
| Face2Face Parkinsons                                   | SHRADS (Severn Vale Historical Research and Detecting Association) | U3A Astronomy & Space                                  |
| GHW British Legion                                     | SJPP Financial Planning  | U3A Bridge   |
| HMP Leyhill  | Slimming World   | U3A Committee  |
| Inspiration  | Smovey Classes (MB)  | U3A Discussion Group                                   |
| Jane Robins- Yoga                                      | Songbirds Singing Group  | U3A Family History                                     |
| Jo Jingles   | Soundworks - Group Sound Meditation                                | U3A Geology  |
| Journeyman Play Rehearsals                             | Souper Natter  | U3A History  |
| Julian House   | South Gloucestershire Liberal Democrats                            | U3A Investment   |
| Junior FR  | South Gloucestershire Play scheme - Cygnet Course                  | U3A Jazz Appreciation                                  |
| Just Sew It  | Southern Brooks - Souper Natter                                    | U3A Photo Group  |
| L W Clutterbuck Ltd                                    | St Marys School PTFA   | U3A Science & Technology                               |
| Little Glow/Little Mess                                | Sustainable Thornbury  | Valelink Community Transport                           |
| Little Gremlins Yoga                                   | SWIFT Strength & Fitness Ltd                                       | World Abilitiesport                                    |
| Love Art Workshops                                     | SWR - South West Relo  |  |

## Structure governance and management

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. The Trustees at the end of the period are:

### Trustees:

|            |   |
|------------|---|
| D Derham   | Chairman                                    |
| G Morris   | Vice Chairman                               |
| C Roberts  | Treasurer                                   |
| P Oddy     |   |
| C Davies   |   |
| S Goodwin  |   |
| Y Oddy     | (Resignation 08/09/23)                      |
| G Ball     | (Appointed 15/08/23 & Resignation 09/05/24) |
| C Willmore |   |

### 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:

Robert Dale,  
Richard Emmerson,  
Carl Lapworth,  
Peter Minshall

### 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](mailto:office@thechantry.org.uk)

**Website:**

[www.thechantry.org.uk](http://www.thechantry.org.uk)

## Achievements and activities

### Chairman's Report

The Chantry has recovered well from the Covid pandemic

The Chantry continued to operate as its governing document and for the public benefit.

There has been an increase in users, and consequently revenue.

The Chantry facilities have continued to be improved in both appearance and compliance e.g. electrical works.

The Chantry held 1 event, the annual fireworks display.

Activities were undertaken to convert TDCA to CIO status. CIO was set up in February 2023 and TDCA formally ceased to exist on 30 June 2024 and became the Chantry Community and Arts Centre (Charity Number 1202020).

### Financial Review: Treasurers report

#### Overview

The financial position of TDCA over the eighteen months period has the following key points: -

Total income was £120,805 from primarily 2 sources: the core business of primarily rentals/leases and grants.

Incomes from room rentals and leases were £111,033.

Further income by way of unrestricted grants was received totalling £3000.

Expenditure was £109,725.

There were virtually no bad debts written off in 2023 & 2024.

#### Grants

Grants were received during the year totalling £5,500.

##### Unrestricted grants

Grant was awarded for £3,000 from Thornbury Town Council.

##### Restricted grants

Grants were received totalling £2500 for specific projects as follows:

|    |  |        |
|----|--|--------|
| 1. | Hampden Room Renovations – South Gloucestershire Council - MAF | £1,000 |
| 2. | Hampden Room Renovations – South Gloucestershire Council - AWG | £1,500 |
|    | Total  | £2,500 |

## Notable expenditure

During the year a total of £21,386 was spent on improvements to the building fabric and infrastructure which included health and safety works:

|  |                |
|--|----------------|
| Castle Room Renovations                      | £2,382         |
| Hampden Room Renovations                     | £2,676         |
| Ground Floor Hallways Main House Renovations | £3,107         |
| Chantry Office Relocation & Renovations      | £3,348         |
| Elton Room Renovations                       | £4,820         |
| Lancaster Room Renovations                   | £5,053         |
| <b>Total</b>                                 | <b>£21,386</b> |

## Reserves policy

The current assets held at the end of the financial year remain healthy at £55,995.

Unrestricted free reserves are needed to fund essential short-term projects for which third party funding is unlikely and to cover the costs of administration 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 £20,000.

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

## Risk Management

The Trustees continue to monitor the potential risks to future income associated with the post covid era and the impact of rising cost of living costs. The current significant margin on reserves will allow timely consideration of options for best management of income and expenditure going forward.

*Christopher John Roberts*

**Chris Roberts**

**Treasurer**

Approved by order of the board of trustees on 16th April 2025 and signed on its behalf by

*Christopher John Roberts*

**Chris Roberts**

**For and on behalf of the Trustees**

Thornbury & District Community Association  
Registered Charity 301639

Statement of Financial Activities to 30th June 2024

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

|                                   | 2023/4           | 2023/4         |
|-----------------------------------|------------------|----------------|
|                                   | £                | £              |
| <b>Income</b>                     |                  |                |
| Donations                         |                  | 100            |
| Commercial Leasing Sales          |                  | 17,115         |
| Community Leasing Sales           |                  | 8,896          |
| Room Hire                         |                  | 74,254         |
| TDCA Events                       |                  | 4,131          |
| Private Parties/Functions         |                  | 10,768         |
| Miscellaneous                     |                  | 40             |
|                                   |                  | <u>115,305</u> |
| <b>Grants (Unrestricted)</b>      |                  |                |
| South Glos Council                |                  | 3,000          |
|                                   | JRS - Caretakers |                |
|                                   | JRS - Office     |                |
| Thornbury Town Council - Revenue  |                  | 3,000          |
| <b>Total Income</b>               |                  | <u>118,305</u> |
| <b>Expenditure</b>                |                  |                |
| <b>Direct Charity</b>             |                  |                |
| Catering Purchases                |                  | 228            |
| Cleaning                          |                  | 1,234          |
| Cleaning Services                 |                  | 8,366          |
| Hallmaster Fees                   |                  | 283            |
| Insurance                         |                  | 2,367          |
| Gardening Maintenance             |                  | 1,514          |
| Utilities                         |                  | 9,171          |
| Office/Administration Costs       |                  | 1,358          |
| Telephone/Internet/Website        |                  | 1,356          |
| Fire Precautions                  |                  | 1,959          |
| Payroll - Caretakers              |                  | 13,932         |
| Payroll - Office                  |                  | 26,648         |
| Repairs & Renewals                |                  | 6,356          |
| Coach Hall Renovations            |                  | 470            |
| Elton Renovation                  |                  | 4,820          |
| Furniture                         |                  | 816            |
| GF Hallway Renovation             |                  | 3,107          |
| Hanover to Office Renovation      |                  | 3,348          |
| Lancaster Renovation Project      |                  | 5,053          |
| Locking up Expenses               |                  | 2,638          |
| Lounge (Hampden) Renovation       |                  | 2,676          |
| Miscellaneous Expenses            |                  | 270            |
| Old Office Renovation Project     |                  | 2,382          |
| Rates                             |                  | 238            |
| Waste Collection                  |                  | 1,564          |
| Window Refurbishment Project      |                  | 250            |
| <b>Total Direct Charity Costs</b> |                  | <u>102,404</u> |
| <b>Other Costs</b>                |                  |                |
| Bad Debt Expenses                 |                  | 21             |
| Legal & Professional              |                  | 650            |
| TDCA Events Costs                 |                  | 1,948          |
| Bank Charges                      |                  | 80             |
| Depreciation                      |                  | 2,123          |
| <b>Total Other Costs</b>          |                  | 4,821          |
| <b>Total Expenditure</b>          |                  | <u>107,225</u> |
| <b>Surplus/(Deficit)</b>          |                  | <u>11,080</u>  |

Thornbury & District Community Association  
Registered Charity 301639

|   |                                |             |
|---|--------------------------------|-------------|
| <b>Funded By</b>                        | Current Year Surplus/(Deficit) | 11,080      |
|   | Retained Earnings              | 46,063      |
|   | The Chantry                    | 1,045,543   |
|   | 2 Tfr to CIO                   | (1,102,685) |
| <b>Total Funds Following TFR to CIO</b> |                                | <u>0</u>    |

**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
2. The organisation became a Community Interest Organisation on 1st July 2024 therefore Assets & Liabilities were transferred on that date.

**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**

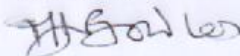
My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures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

Michael J Bowles



M J Bowles  
MJIB Accounting Ltd

24th January 2025

Thornbury & District Community Association  
Registered Charity 301639

Restricted Funds income and expenditure for 18 months to 30th June  
2024

|   | <b>Hampden<br/>Room<br/>Renovations -<br/>South Glos<br/>Council -<br/>MAF/AWG</b> | <b>TOTAL</b> |
|---|--|--------------|
| <b>Resticted Funds - 2023/4 (01/01/24-30/06/24)</b> |  |              |
| Opening Balance                                     | 0  | 0            |
| Income  |  |              |
| Grants - Received                                   | 2,500  | <b>2,500</b> |
| Expenditures  |  |              |
| Painting - Hampden Room                             | 2,500  | 2,500        |
| Total Expenditures                                  | <b>2,500</b>   | <b>2,500</b> |
| Net Income/(Expenditure) (Closing Balance)          | 0  | 0            |