

Wickham Market Partnership

ANNUAL REPORT & ACCOUNTS

Year ended 5th April 2012

Charity Registration No. 1096332
Company Registration No. 4555122

Report of the Trustees for the year ended 5th April 2012

The Trustees, who are also Directors of the charity for the purposes of the Companies Act, submit their annual report and the audited financial statements for the year ended 5th April 2012. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in October 2006 in preparing the annual report and financial statements of the charity.

The charity is a company limited by guarantee and was set up on 7th October 2002. It is governed by a Memorandum and Articles of Association, which were last amended on 7th October 2002. The company achieved charitable status on 4th March 2003.

The Trustees of the charity are:

Mrs C J Caudwell
Mr K Cuninghame
Miss A J Errington
Mr B E Hall
Mrs M Holland
Mr C Owens

The trustees are appointed for a three-year term and a third retire by rotation at the Annual General Meeting and may be reappointed. Additional trustees can be appointed by ordinary resolution.

Company Secretary is Mrs C J Caudwell and the registered office of the company is:

Wickham Market Resource Centre,
Chapel Lane,
Wickham Market,
Woodbridge,
IP13 0SB

Bankers for the charity are:

The Co-operative Bank plc, P.O. Box 101, 1 Balloon Street, Manchester M60 4EP

Solicitors for the charity are:

Greenland Houchen Pomeroy, 38 Prince of Wales Road, Norwich, NR1 1HZ

Independent Examiner for the charity is:

Mr J Speedman ACCA, Hilton Park, Rogues Lane, Pettistree, Woodbridge, IP13 0HQ

The Wickham Market Partnership's Vision for Wickham Market is:

To be a community that values and supports all of its people

That serves the surrounding villages with pride

That works hard to sustain and improve its remarkable quality of life

Objects

Its objects are to secure and improve the economic and social framework of Wickham Market and the surrounding parishes by encouraging the development of recreational and leisure activities; offering opportunities for education and training and improving and enhancing the town and surrounding communities.

People

Trustees have met on a regular basis to make decisions on the work of the charity, with support from the Company Secretary. Their voluntary commitment has been substantial.

Miss Linda Merriam has continued as Administrative Assistant on a part-time basis. The charity has no relationships with either related parties or any other charities or organisations.

Funding

The Partnership developed out of the Market Towns Initiative (MTI), a government scheme aimed at promoting the key role of market towns in rural communities and managed by the East of England Development Agency (EEDA). This funding finished in March 2004. The Partnership continues to attract grant funding to support the development of local initiatives, including the Peoples Millions Lottery Fund, Local Authority grants (including business support funding) and local charities.

The Resource Centre continues to be the base for the Partnership with regular lettings providing a sound financial footing to run the Community Rooms within the Centre and enabling us to continue to employ an Administrative Assistant.

Membership of the Partnership demonstrates the wide range of local and statutory organisations, businesses and individuals actively supporting the work of the charity. Subscriptions provide revenue funding for the Partnership and its website.



The Resource Centre

Community Rooms

The Resource Centre is a local focal point for residents and visitors. The Partnership leases the community rooms from Suffolk County Council. A joint Management Committee deals with issues of maintenance and statutory obligations.

Harmoni, which took over the out-of-hours doctors service from Take Care Now, effectively ceased to utilise the consulting room in July 2011. Despite the Trustees'

efforts to persuade Harmoni to continue their involvement with Wickham Market, a strategic decision was taken to move this service to Saxmundham in February 2012. This was a considerable disappointment to the Partnership which strives to maintain or improve local services and facilities at all levels. However, the outreach for physiotherapy services continues to use the Consulting Room. These facilities were also used to provide Retinal Screening Clinics for patients with diabetes, and week-long sessions were held on several occasions during the year. In addition, the Citizens Advice Bureau, the Medical Centre's Patient Group and a local Art Group were regular users of the Centre.

The Partnership is fortunate to continue to have the support of a group of volunteers who regularly attend to the gardens surrounding the Centre, ensuring it is an attractive place to spend time.

The Centre is now widely known to local and statutory organisations. The quality and location of the facilities in the centre of the Suffolk Coastal area have proved popular with users, many of whom return on a more regular basis.

Library

As a result of the County Council's Divestment programme encouraging community involvement in libraries, the Partnership had held a public meeting in March 2011, from which a clear remit to maintain the library became apparent. The Partnership subsequently agreed to be the lead organisation in protecting its future. The Trustees then set up a Forum with volunteers who had come forward from the public meeting. A revised 'Expression of Interest' was submitted, resulting in Wickham Market Library becoming one of the seven pilot projects in Suffolk. The next role of the Forum was to construct a Business Plan.



Out of this developed a strong Library Management Committee that has worked hard during the course of the year to recruit and train a significant number of volunteers to prepare for extended opening hours and additional activities.

Website

The Partnership continues to provide the Wickham Market website which is funded by members' subscriptions. This entitles them to advertise their organisation and any special events. It continued to top the Google search engine for 'Wickham Market', offering a valuable gateway to the village and surrounding area. The website continues to provide an important advertising tool for local businesses, organisations and events. A recent addition to the site is a Calendar of Events, where local groups can promote regular activities and special events.

Tennis

Following the installation of three hard tennis courts, funded by the Peoples Millions of the National Lottery in 2008, tennis activities continue to be managed by a Tennis Club with the maintenance of the courts remaining the responsibility of the Partnership. Pay and play sessions are also available by booking through a local business outlet.

Business Support

The development of a Business Association is seen as key for the economic future of Wickham Market. The Heritage Coast Market Towns Initiative (HCMTI) approached the Partnership for advice and subsequently worked with local businesses to achieve this, although active take-up was slow.

On behalf of local businesses the Partnership submitted an application from the Economic Development Support Fund administered by Suffolk Coastal District Council for the businesses to purchase brackets, lights and Christmas trees for The Hill, together with leaflets to promote Christmas activities. Together with support from the Woodbridge Lions flags and poles were also purchased from this grant.

Other Grants

The Partnership provided a grant for the Go with the Flow youth group based in a converted double-decker bus on The Hill on Thursday evenings. This group is now managed by the Suffolk Education Business Partnership.



A small grant was given to the Youth Football Club to enable a gate to be installed on the Simons Cross Playing Field as a precaution against illegal entry.

Future Plans

Improvement of cultural, leisure and sports facilities remains a key priority for the Partnership together with business support.

Significant change continues to happen with the library service, with Suffolk County Council planning to transfer overall responsibility to an Industrial Provident Society (IPS), together with the employment of paid staff. This means that the Partnership, as a fully constituted body, will act as the legal link between the IPS and the local Library Management Committee. The latter is now preparing to open with extended hours through the use of its team of volunteers in May 2012. Additionally plans are underway to add value with book groups for a variety of users. It is hoped to expand the activities further, dependent on funding and the availability of volunteers. Early indications are that the public will welcome these improvements to opening hours.

The Trustees plan to re-launch the Resource Centre as the Library & Community Rooms. This will enable the Partnership to reflect more clearly and promote the use of the two elements of the building. This will be in conjunction with the forthcoming Jubilee celebrations, supported by sponsorship from the East of England Co-operative Society.

Business support will continue to be high on the agenda in these challenging economic times. The planned moving of the Co-operative store to its new premises on the former garage site in September 2012 will result in a vacant property on a prime site on The Hill. With the imminent closure of other retail premises, Wickham Market faces a difficult future, and a strong business voice will be essential to protect its future viability.

Trustees are intending to investigate the possibility of faster Broadband coverage in Wickham Market with the help of local businesses, having promoted this in the past.

WICKHAM MARKET PARTNERSHIP

Registered Charity No. 1096332
Registered Company No. 4555122

Balance Sheet as at 5th April 2012

	<u>2012</u>		<u>2011</u>	
	£	£	£	£
<u>Fixed Assets</u>				
Office fixtures, equipment & garden furniture	8,966		10,578	
Tennis courts	64,436		71,595	
	<u>73,402</u>		<u>82,173</u>	
Less depreciation (note 3)	<u>7,783</u>	65,619	<u>8,771</u>	73,402
<u>Current Assets</u>				
Centre Hire income due	147		603	
Other debtor			350	
Prepayments	242		226	
Cash at bank	29,029		29,761	
Tennis account -restricted fund	4,115			
	<u>33,533</u>		<u>30,940</u>	
<u>Less Current Liabilities</u>				
Over 70's lunch club	211		211	
	<u>211</u>		<u>211</u>	
<u>Net Current Assets</u>		33,322		30,729
Total Assets less Liabilities		<u><u>98,941</u></u>		<u><u>104,131</u></u>
Represented by:				
<u>Accumulated Fund</u>				
Balance brought forward	104,131		118,260	
Excess of Income (Expenditure)	(5,190)		(14,129)	
	<u> </u>		<u> </u>	
		<u><u>98,941</u></u>		<u><u>104,131</u></u>

WICKHAM MARKET PARTNERSHIP

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Income & Expenditure Account for year ended 5th April 2012

	<u>2012</u>		<u>2011</u>	
	£	£	£	£
<u>Income</u>				
Grants received and receivable		1,479		6,294
<u>Other Income</u>				
Membership contributions (note 1)	495		530	
Resource Centre hire (note 2)	9,978		10,682	
Administration	38		80	
Tennis Club annual subscription	1,000		1,000	
Hire of tennis courts	100		200	
Bank interest received	33		34	
		11,644		12,526
(Total Income)		<u>13,123</u>		<u>18,820</u>
<u>Less Expenditure</u>				
Administrative Assistant	3,361		3,376	
Resource Centre costs	2,744		2,605	
Grants paid & payable	1,050		11,250	
Telephones & IT	959		1,494	
PPS & A	159		503	
General expenses	112		107	
Insurance	468		433	
Business project	1,557			
Library costs	120			
Tennis courts weeding costs			344	
Leaflet project			4,066	
Depreciation of office equipment, furniture & tennis courts (note 3)	7,783		8,771	
(Total expenditure)		<u>18,313</u>		<u>32,949</u>
<u>Excess of Expenditure over Income</u>		<u><u>5,190</u></u>		<u><u>14,129</u></u>

NOTES TO ACCOMPANY ACCOUNTS

Note 1 Membership contributions are treated on a cash received basis.

Note 2 Resource Centre Hire Income is made up as follows:-

Harmoni	5,785
Citizens Advice Bureau	614
Suffolk PCT	2,492
Art Group	612
Health Intelligence	755
Other	<u>176</u>
	10,434

Note 3 Depreciation

Depreciation has been provided on all tangible fixed assets from the time they come fully into use and has been calculated at rates designed to write off the costs on a straight line basis over their expected useful lives as follows:

Office and computer equipment	over 5 years
Furniture	over 10 years
Garden furniture	over 5 years
Tennis courts	over 10 years

	O & C Equipment £	Furniture £	Garden Furniture £	Tennis Courts £	Total £
Balance brought forward	3,682	4,517	767	64,436	73,402
Additions	<u>3,682</u>	<u>4,517</u>	<u>767</u>	<u>64,436</u>	<u>73,402</u>
Depreciation Charge for year	736	451	153	6,443	7,783
Net book value as at 5th April 2012	<u>2,946</u>	<u>4,066</u>	<u>614</u>	<u>57,993</u>	<u>65,619</u>