

HAYFIELD COMMUNITY CENTRE

SC041255

TRUSTEES' Report 2021-2022

Development of Charity Aims:

The aim of the Trustees to turn the "Food to Go" service into a Community Café with low-cost nutritious meals on offer to the community has been successfully achieved and the Wednesday café is now a well-established and popular part of Hayfield community life. Hayfield's "Food to Go" had previously provided free takeaway meals twice a week after Fife Council discontinued the provision with the reopening of schools after Covid.

The café aims to provide a warm and inviting social space with a freshly-cooked 3-course meal available at 50p per course. Children eat free. This was designed to combat social isolation and improve mental health amongst our community after the restrictions of lockdown and we have groups now regularly arranging to meet here. The café is entirely staffed by volunteers and cooks and serves 80-100 meals every Wednesday. Take-away is available and some of our refugee families in Fife use this service, while Fife Voluntary Action Equalities Team has brought some of the older members of different ethnic minorities to try it out.

The community café is open to all and several new volunteers have come through this initiative. Experience working in the kitchen and dining area has contributed to one young person with additional support needs obtaining a full-time job in a local pub kitchen and another young person is hoping to add his volunteering work to his CV to obtain employment in an office setting. The community gardener is also able to encourage anyone in gardening activities.

The use of the Community Centre by local people as a support place has been growing and developing with the community café, Community garden, resumption of the Tuesday Lunch club for carers attending with those with additional support needs, and the restart of the Parent & Toddler Group, and the Youth Club.

The Youth Club run by the Church of Christ one evening a week has restarted after Covid.

The Parent & Child Group has been restarted from scratch as the previous group had grown up into school or nursery. It was left to the volunteer staff to restart it, building up from a dozen interested families. Parents reported that the lack of socialisation during lockdown had left children unsure of mixing with their peers and learning to share, while parents themselves had suffered from lack of peer group support. The group has however not grown to such regular numbers as sustained it financially at low cost pre-Covid, which means unfortunately fees will have to be raised. Part of this is caused by more prevalent illnesses this winter causing a lot of absence.

To source funding for additional AV equipment, the Committee made several applications for funds to Arnold Clark (who doubled their contribution to us) and the ASDA Foundation, as well as receiving a contribution from the Church of Christ. After much delay in delivery caused by Covid, a new retractable screen and projector have been installed and this is available to groups using the premises by prior arrangement.

Staffing:

Our Community café is volunteer-led and staffed, as are the Tuesday Lunch Club, the Parent & Toddler Group, the Youth Club and the Management Committee itself.

We are a Living Wage Employer, with 3 part-time members of staff: Office Administrator (12 hours per week), Cleaner/Caretaker (12 hours per week) and Community Gardener (March – November 4 hours per week)

Our part-time Caretaker/Cleaner secured a full-time job at the local hospital building site and left in October 2021. We were fortunate to have interest expressed in the job from a user of the Centre who is a retired caretaker and supervisor of a shopping centre. After interview and a trial period, he was appointed to the post in November 2021 and has settled into the post.

Finances:

Because many of our user groups did not return to gathering in the Hall until later in 2022, and some have struggled for numbers, our user income was less than pre-Covid, but our staff costs remained at pre-Covid levels without the

previous year's benefit of a Government financial contribution to furlough. We had a deficit as a result. However we had sufficient resources to cope with this for one year though it could not be sustained at this level over several years.

Some of our financial resources are restricted funding from grants for a specific purpose: a community event, the café, the AV equipment, the community garden, Jubilee celebrations, and cannot be used for a deficit.

Hayfield Community Centre Management Committee 2021-22			
<u>Office</u>	<u>Name</u>	Tick if a Cheque Signatory	
Chairperson	[REDACTED]	✓	
Secretary	[REDACTED]	✓	
Treasurer	[REDACTED]	✓	
Vice-Chair	[REDACTED]		
Committee Member	[REDACTED]		

After the local Council elections in May 2022 [REDACTED] left the Committee and newly elected Councillor [REDACTED] joined the Committee.

[REDACTED]

Secretary

31.12.22

HAYFIELD COMMUNITY CENTRE MANAGEMENT
REGISTERED CHARITY NUMBER SC041255
INCOME AND EXPENDITURE ACCOUNT
1st APRIL 2021 - 31st MARCH 2022

	2020/2021	2021/2022
INCOME	Totals	Totals
Fife Council - Annual recurring grant	2,347.00	2347.00
Other Grants (Corras)	4,300.00	8060
Hall Lets	1,188.34	8,370.65
Memberships	0.00	0
Donations	161.00	1404.48
Community Events (Food To Go)	922.34	1494.19
Café		169.30
Fund Raising	0.00	0
Government Funding	10,000.00	0
Miscellaneous	0.00	0
Building Project	0.00	0
Insurance settlement	0.00	0
Total Income	18,918.68	21,845.62
EXPENDITURE	Totals	Totals
Employee Costs	4,231.64	9538
Public Entertainment License	0.00	0
Rent	339.56	339.56
Fuel and Power	1,621.46	1510.77
Training	0.00	0
Maintenance	698.72	4113.44
Equipment	223.09	3541.25
Kitchen/Cleaning Materials	63.05	232.87
Administration	70.00	357.57
Events		
Telephone	312.01	398.38
Transport	0.00	269.34
Community Events Food To Go	3,192.89	4876.58
Miscellaneous	0.00	25
Auditor	25.00	25.00
Restricted fund project	1,305.74	2244.59
Total Expenditure	12,083.16	27,472.35
Net Income	6,835.52	-5,626.73
Add funds at 31/03/2021	36,232.84	43,068.36
Funds at 31/03/2022	43,068.36	37,441.63
Represented by:		
Cash at Bank-Current A/c 31/03/2022	33,821.22	30,429.77
Cash at Bank-Project A/c 31/03/2022	9,246.46	7001.87
CEFCO	0.68	0.68
Imprest	0.00	0
Cash in Hand	0.00	9.31
	43,068.36	37,441.63

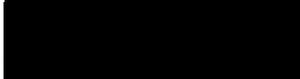
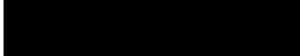
HAYFIELD COMMUNITY CENTRE MANAGEMENT
Registered Charity Number SC041255
Balance Sheet as at 31st March 2022

FIXED ASSETS	0.00
CURRENT ASSETS	
Bank - Current Account	30429.77
Bank Project Account	7001.87
CEFCO	0.68
Cash in hand	9.31
Less CREDITORS	0.00
NET CURRENT ASSETS	37441.63
REPRESENTED BY:	
Accumulated Fund Brought Forward	43068.36
Profit for the year	-5626.73
TOTAL	37441.63

Treasurer 
Signature 02/06/2022

I have examined the accounts and the groups financial records. To the best of my knowledge and belief, and in accordance with the information and explanations given to me, the Income and Expenditure Account and statement of balances have been properly prepared from the records of the group, and are in agreement with these, and/or comply with the constitution of the group.

Independent Examiner 
Date 3/6/22

Name: 
Address: 

Position: Retired Centre Administrator