CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 January 2025 To 31st December 2025

Charity name: Cadows (Clacton and District Occupational Workshops)

Charity registration number: 1135833

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide services for adults with Learning Disabilities or mental health issues in the North Essex area regardless of race, sex or creed. CADOWS is open to anyone and helps them integrate into the wider Community.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Cadows provides opportunities for people with learning disabilities to participate in activities, develop skills, build friendships and reduce social isolation. The charity also supports community participation through its Men's Shed and the use of its premises by local groups. The AGM held in August 2026 describes this work across the charity's rebuilding period.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees declare that they have regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)
You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Volunteers supported activities, shared practical skills, assisted the Men's Shed and helped make the centre a welcoming community resource. Their contribution was acknowledged at the August 2026 AGM.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Rescue • Renewal • Resilience. The charity continued its recovery and rebuilding, with emphasis on welcoming people with learning disabilities, providing opportunities to learn and socialise, developing the Men's Shed, and strengthening the centre as a community resource. The August 2026 AGM reports improvements to the premises, service expansion and staff recruitment. Reported benefits include reduced isolation, greater confidence, friendships, practical skills and community belonging.

Additional information (optional)
You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity has been able to use funds carried forward from previous years to finance the improvements made to the building, to employ necessary staff and to purchase resources for activities. As use of the Centre has developed during 2025 it has started to generate income. The charity is financially very stable.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	In 2025 the Charity did not have a formal Reserves Policy and all monies were held in unrestricted general funds. In 2026 a fuller Reserves Policy was developed reflecting that the Charity owns the building and land and now employs staff.
Amount of reserves held	Para 1.22	N/A
Reasons for holding zero reserves	Para 1.22	As above – the Charity did not have a reserves policy on 2025.
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Income sources discussed at the AGM include donations, grants, fundraising and hire of premises. The meeting acknowledged grants from Essex County Council Locality Fund (£2,356.77) and Colchester Catalyst (£1,000). There was also a legacy of £26,794.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The August 2026 AGM records trustees' consideration of cash security and placement of funds with CCLA which occurred in September 2025.
A description of the principal risks facing the charity	Para 1.46	Principal risks include increasing costs, sustaining income, maintaining suitable premises and ensuring continuity of activities.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charity
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The AGM minutes state that trustees retire at each AGM and may stand for re-election; nominations and seconders were recorded at the August 2026 AGM.

Additional information (optional)
You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The trustees oversee the charity, supported by its manager, staff and volunteers.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Clacton and District Occupational Workshops
Other name the charity uses	Cadows
Registered charity number	1135833
Charity's principal address	24 Old Road Clacton on Sea Essex CO15 1HX

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Paul Staunton	Chair		
2	Ann Green	Secretary		
3	Emily Campbell	Treasurer		
4	Shelley Anderton			
5	David Bowell			
6	Peter Tomkins			
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19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
NONE		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
NONE		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NONE
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Shelley Anderton	
Position (eg Secretary, Chair, etc)	Chair	
Date	2/11/2026	

CLACTON AND DISTRICT OCCUPATIONAL WORKSHOPS

Charity Registration Number 1135833

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2025

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CLACTON AND DISTRICT OCCUPATIONAL WORKSHOPS

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2025

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CLACTON AND DISTRICT OCCUPATIONAL WORKSHOPS

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2025

	2025 Total £
Receipts	
Other	911
Grants	3,357
Workshop	500
Legacy	26,794
Activities	3,852
Interest	3,966
Total receipts	**39,380**
Payments	
Utilities	3,155
Insurance	786
Bank Charges	82
Activities	2,347
Wages	10,697
Staff costs	2,580
Professional Fees	4,107
Building costs	3,788
Other	2,405
Total payments	**29,947**
Net of Receipts/(Payments)	9,433
Cash funds brought forward at 1 January 2025	215,076
Cash funds carried forward at 31 December 2025	**224,509**

The notes on page 3 form part of these financial statements

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CLACTON AND DISTRICT OCCUPATIONAL WORKSHOPS

STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 DECEMBER 2025

	Note	2025 £
Monetary assets		
Cash at bank and in hand:		224,509
TOTAL MONETARY ASSETS		**224,509**
Represented by funds		
Unrestricted general fund		224,509
TOTAL FUNDS		**224,509**
Non monetary assets and liabilities		
Fixed assets for charity use	3	
Land & buildings		245,000
		245,000
Creditors due within one year:	4	
Professional fees		275
		275

These accounts were approved by the Trustees on and signed on their behalf by:

Shelley Anderton

2/11/2026
Date

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CLACTON AND DISTRICT OCCUPATIONAL WORKSHOPS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025

1. These accounts are prepared on a receipts and payments basis, following best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2019) issued in 2019, with all revenue and expenses shown on a cash basis.

   Non-monetary Assets and Liabilities are shown as actual values at the end of the year.

2. No remuneration was paid to any Trustee or to any person or persons known to be connected with any of them.

3. Prior to these financial statements, fixed assets were recorded at cost only. In order that the financial statements present a true and fair view of the assets and liabilities of the Charity, the values of the assets have been written down to their fair market value. All existing and new assets will be depreciated at the rate of 25% of their brought forward value each year.

4. The Independent Examination fee is £275.

5. Comparative figures- there are no comparative figures as in 2024 they fell under the income threshold for an independent examination.

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