The Yews (Haywards Heath) Community Partnership
A Charitable Social Enterprise

TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST MARCH 2026

Registered Charity No. 1144700
Company Registration No. 07635719

The Yews (Haywards Heath) Community Partnership

TRUSTEES' ANNUAL REPORT

PERIOD ENDED 31 MARCH 2026

LEGAL AND ADMINISTRATIVE DETAILS

The Partnership was first registered as a Charity on 17th November 2011
Charity Commission Registration Number is 1144700. Company Ltd by Guarantee Number 07635719

Registered address	The Yews 55 Boltro Road Haywards Heath West Sussex RH16 1BJ
Trustees serving during the year	Malcolm Hulatt (Chairman) Timothy Fraser Richard Hornby Mohammed Bashar John Sabin Richard Sandys-Renton Christopher White (appointed 1 September 2025)
Bankers	Barclays Bank PLC 77 South Road Haywards Heath RH16 4LB
Independent Examiner	Lynne Adams

1. Governing Document

The organisation is a charitable company limited by guarantee, incorporated in 2011. The company was established on 16th May 2011 under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. It is registered as a charity with the Charity Commission. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

The Yews (Haywards Heath) Community Partnership has adopted the model Memorandum and Articles of Association from Community Matters, a charity that champions voluntary and community action at neighbourhood level.

The directors of the company are also charity trustees for the purposes of charity law, and under the company's Articles, are known as members of the Board of Directors.

Aims and activities of the Charity
The objectives of the Charity are:

a. to promote the benefit of the inhabitants of Haywards Heath and the neighbourhood without distinction of sex, sexual orientation, age, disability, nationality, 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;

b. to establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the Objects;

c. to promote such other charitable purposes as may from time to time be determined

The main activity of the Charity is the running of the Yews Centre in Haywards Heath and the promotion of those groups who use the Centre's facilities.

2. Public Benefit

The Trustees consider that the Charity's activities reflect our aims and objectives and that they are designed to provide accessible accommodation to benefit the public in accordance with our charitable objectives.

3. Achievements and Performance

The year under review saw continued growth in occupancy despite the need to raise prices to match inflation.

Our office staff continue to do an excellent job in attracting and retaining users, as well as supporting changes to invoicing and payments that enhance our cashflow.

The increase in income has allowed us to make further investments in enhancing what the Yews provides, as well as making our systems more efficient. We invested in accounting software, upgraded internet capacity to support our users who conduct business over videocall, and refurbished the downstairs bathroom.

Our treasurer stepped down (though remains an active trustee) after many years of involvement with the Yews, and we thank him for his service. We appointed a new treasurer in his place.

4. Risk Management

The Charity's Directors have conducted a review of the major risks to which the Charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity might face. The main risk is in our ability to find new trustees and volunteers to support the charity and this is being addressed.

Procedures and policies have been implemented to meet the requirements of the General Data Protection Act.

Internal control risks have been minimised by the implementation of sub-committee structures with responsibilities for transactions and projects. Procedures are in place to ensure compliance with Health and Safety regulations and requirements. Such procedures are reviewed regularly.

5. Organisational Structure

The Board of Directors administers the Charity. The Board meets regularly, as required, with sub committees covering such areas as maintenance, health and safety, and other ad hoc matters as necessary. The day to day activities of the Charity are managed by two part time office managers. The managers carry out certain delegated operational authorities within terms agreed by the Directors.

6. Financial Review

Throughout the year the Board of Directors has reviewed the activities of the Charity in the light of its Business Plan and the Budget set by the directors at commencement of the year.

7. Principal Funding Sources

The Charity's principal source of funding is the charges it levies for the use of the Yews premises, augmented by local authority grants and public donations from individuals and organisations.

8. Reserves Policy

The charity is mindful of the building under its charge and the uncertainty of its future income. In line with its responsibilities it has specific reserves totalling £51,890 (2025 £51,890) and, as mentioned above, intends to keep its reserve strategy under regular review.

9. Future Plans

The Board intends to pursue our mission statement: *To manage and develop a financially sustainable, inclusive community hub for the people of Haywards Heath and surrounding area by way of providing facilities for the local voluntary, not for profit, and commercial sectors.*

10. Statement of Directors/Trustees Responsibilities

Company law requires the Directors/Trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charitable company at the balance sheet date and its financial activities for that period. In preparing those financial statements, the Board is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the 'going concern basis' unless it is inappropriate to presume that the charity will continue in operational existence.

The Directors/Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Board of Directors is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors/Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out in page 2.

Malcolm Hulatt
Chairman

The Yews (Haywards Heath) Community Partnership

Financial Statement
Period to 31st March 2026

This financial statement has been prepared in accordance with the Companies Act 2006 and the Statement of Recommended Practice issued by the Charities Commission in March 2005.

The Directors acknowledge their responsibility for:

a. Ensuring that the company keeps accounting records which comply with section 386 of the Act.
b. Preparing accounts which give a true and fair view of the state of affairs of the company at 31st March 2026, and of its income and expenditure for the year then ended in accordance with section 393(1), and otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

Approved by the Directors/Trustees on 2026

And signed on their behalf by

Malcolm Hulatt
Chairman

Independent Examiner's report to the Directors/Trustees of the Yews (Haywards Heath) Community Partnership

I report on the accounts of the Yews (Haywards Heath) Community Partnership for the period ending 31st March 2026, as set out hereunder.

Respective responsibilities of the Directors/Trustees and Examiner:

As the charity's Directors/Trustees you are responsible for the preparation of the accounts; you consider the audit requirements of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of the procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of the Independent Examiner's report:

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations for you as Directors/Trustees concerning any such matters. The procedures taken do not provide all the evidence required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's 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 requirement to keep accounting records in accordance with section 41 of the Act, to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

Lynne Adams
32 Kendall Court,
Haywards Heath,
RH16 4SX

29th July 2026

The Yews (Haywards Heath) Community Partnership
STATEMENT OF FINANCIAL ACTIVITIES (SOFA)
YEAR ENDED 31ST MARCH 2026

		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		YEAR ENDED	YEAR END	YEAR ENDED	YEAR ENDED
		31st March 2026	31st March 2026	31st March 2026	31st March 2025
General Fund	Notes	£	£	£	£
Income					
Room hire		75,848.87		75,848.87	68,811
Grants		0		0	0
Donations Received	8	734.80		734.80	1,728
Investment income		2,116.00		2,116.00	788
Fund Raising		902.08		902.08	469
Total income		**79,601.75**	**0**	**79,601.75**	**71,796**
Expenses					
Staff Costs	3	35,114.33			35,678
Cleaning & cleaning supplies		12,663.82			5,101
Other supplies & Miscellaneous items		1,938.32			2,274
Gardening	1g	469.00			0
Insurance and Licences		2,095.00			1,785
Water, sewage & refuse		1,073.32			1,413
Gas		2,920.93			6,381
Electricity	1g	2,614.11			-
Equipment Servicing		630.00			1,678
Telephone & internet		2,213.47			1,237
IT Hardware & Software	1g	707.88			0
Repairs & renewals		6,382.24			4,975
Stationery		1,240.15			361
Fundraising Costs		359.98			161
Donations Made		0			100
Contingency Provision		0			0
Structural Projects		9,040.00			5,043
Total expenses		**79,462.55**	**0**	**79,462.55**	**65,977**
Increase (Reduction) in General Fund		139.20		139.20	5,819
Transfer (to)/From General Reserve		0		0	0
Transfer (to)/From Capital Reserve		0		0	(4,100)
Transfer (to)/From GC Memorial Reserve		0		0	0
Transfer (to)/From Dilapidations Reserve		0		0	(1,000)
Transfer (to)/From FOY Reserve (Restricted)		0	0	0	(100)
Net Increase (Reduction) in General Fund	1f	7,175.56	0	7,175.56	609
General Fund brought forward		4,133	0	4,133	3,424
General Fund carried forward		**11,308.56**	**0**	**11,308.56**	**4,033**

The Yews (Haywards Heath Community Partnership
STATEMENT OF FINANCIAL ACTIVITIES (SOFA)
YEAR ENDED 31ST MARCH 2026

Other Reserves

RESTRICTED FUNDS	Notes	Restricted Funds YEAR ENDED 31st March 2026	Restricted Funds YEAR ENDED 31st March 2025
Friends of Yews Reserve		£	£
Reserve brought forward		13,890	13,990
Transfer From/(To) General Fund		0	(100)
Reserve Carried Forward		13,890	13,890

	Notes	Unrestricted Funds YEAR ENDED 31st March 2026	Unrestricted Funds YEAR ENDED 31st March 2025
		£	£
UNRESTRICTED FUNDS			
Capital Spending Reserve	7		
Reserve brought forward		10,000	5,900
Transfer From/(To) General Fund		0	4,100
Reserve Carried Forward		10,000	10,000
G Cloake Legacy Reserve			
Reserve Brought Forward		4,000	4,000
Transfer From/(To) General Fund		0	0
Reserve Carried Forward		4,000	4,000
General Reserve			
Reserve brought forward		11,000	11,000
Transfer From/(To) General Fund		0	0
Reserve Carried Forward		11,000	11,000
Dilapidation Reserve	6		
Reserve brought forward		13,000	12,000
Transfer From/(To) General Fund		0	1,000
Reserve Carried Forward		13,000	13,000

The Yews (Haywards Heath) Community Partnership

BALANCE SHEET
AT MARCH 31ST 2026

	Notes	12 month PERIOD ENDED 31st March 2026 £	£	12 month PERIOD ENDED 31st March 2025 £	£
Fixed Assets			0		0
Tangible assets			0		0
Investments			0		0
Current Assets					
Debtors: Room Hire		3,262.12		2,386	
Debtors: Accrued income		0		2,841	
Cash at bank and in hand		64,316.44		66,496	
		67,578.56		71,723	
Creditors: amounts falling due within one year		(4,380.00)		(15,800)	
Net Current Assets			**63,198.56**		**55,923**
Net Assets			**63,198.56**		**55,923**
Represented by:					
Restricted Funds	6				
Friends of Yews Reserve			13,890		13,890
Unrestricted Funds					
General Fund			11,308.56		4,033
G Cloake Legacy Reserve			4,000		4,000
Capital Spending Reserve	5		10,000		10,000
Dilapidation Reserve	4		13,000		13,000
General Reserve			11,000		11,000
Total Funds			**63,198.56**		**55,923**

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.
No member have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.
The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of the accounts.
The accounts have been prepared in accordance with the micro-entity provisions.

Approved by the Directors/Trustees on 2026
and signed on their behalf by:

Malcolm Hulatt
Chairman

Notes to the accounts

1. **Accounting policies**

In preparing the accounts the following accounting policies have been complied with:

a) The accounts have been prepared on the historic cost convention. They have been prepared in accordance with applicable accounting standards, the Charities SORP and the requirements of the Charities Act and Companies Act applicable to small charitable companies.
b) Income from room hire, fundraising, donations and investment income is recognised when receivable and when the charity is entitled to the income.
c) Incoming resources from fundraising and related fundraising costs are reported gross in the Statement of Financial Activities.
d) Expenditure is included in the accounts on an accruals basis where a liability has been incurred. Irrecoverable VAT is charged to the Statement of Financial Activities as incurred.
e) The value of voluntary help received is not included in the accounts.
f) During the year, the charity migrated its financial records from spreadsheet-based records to QuickBooks, with effect from 1 October 2025. Opening balances in QuickBooks were established on a cash and reserves basis, leading to a substantive change at the end of the FY in the General Fund balance. The Trustees have reviewed the migration and are satisfied that the year-end balance sheet reflects the assets, liabilities and reserves of the charity at 31 March 2026.
g) Some alterations to the chart of accounts have been made as part of the migration

2. **Taxation**

The Yews (Haywards Heath) Community Partnership is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

3. **Analysis of employee costs:**

	2025/26	**2024/25**
	£	**£**
Salaries	33,669.93	34,211
Social Security Costs	0	0
Pension Costs	1,444.40	1,467
Total	35,114.33	35,678

No employee received emoluments of over £60,000 during the year.

The average number of full-time equivalent employees for the year was 1.14 (2024/5 – 1.14), represented by two part time staff employed as development and administrative managers throughout the year.

4. **Dilapidation Reserve**

The dilapidation reserve is to provide for the obligations of making good dilapidations to the Yews building, such as external decoration.

5. **Capital Spending Reserve**

These are amounts committed but where work is not yet completed and for which no invoice has yet been received.

6. **Restricted funds**

The partnership received a donation during 2019 from the Friends of the Yews (FOY) with the stipulation that a part of this donation should be allocated specifically for the benefit of the Yews' charitable users. At the beginning of the current financial year £13,890 of the restricted amount remained.

7. Related party transactions

During the year, none of the Trustees were paid any remuneration by the charity. Two Trustees made purchases totalling £244.05 and £2,088.25 for room hire. This was charged at standard arm's length rate. Out of pocket expenses of £627.39 and £199.60 were incurred by and reimbursed to two Trustees.

8. Grants and donations

The Yews is grateful to a number of individuals, organisations and groups, including the following, for their financial support during the year.

Haywards Heath Masons
Other anonymous donors and legacies
Tisshaws Solicitors
Mansell McTaggart
Crown Paints
Beacon Fencing