Trustees' Annual Report for the period

	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	1st	January	2025	To	31st	December	2025

Section A Reference and administration details

Charity name	The Bus Park Community Hub & Cafe
Other names charity is known by	
Registered charity number (if any)	1181905

Market Street Car Park	
Swadlincote	
Derbyshire	
Postcode	DE11 9DA

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	Janice Hansford	Chair		
2	Wendy Carter	Treasurer	Resigned 1st August 2025	
3	Dawn Lloyd	Trustee Acting Treasurer		
4	Lesley Ashford	Trustee	From 1st December 2025	
5	Caroline Wilkinson	Trustee	From 7th December 2025	
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Lifestyle Accounting Limited	58-60 Wetmore Road, Burton on Trent DE14 1SN

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Unincorporated – do not have membership
Trustee selection methods (eg. appointed by, elected by)	Elected and appointed by other Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To promote social inclusion for public benefit for people who are socially excluded by reason of age, health or financial disadvantage in Swadlincote and the surrounding areas by the provision of activities, support and services for social interaction and recreation

To provide a meals on wheels service for those who find it difficult or who are unable to safely prepare themselves a hot meal.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Providing a meals on wheels service to elderly and vulnerable people in Swadlincote and the surrounding area, delivering hot meals and puddings Monday – Friday with the option of teatime sandwiches and cake and chilled / frozen meals for the weekends.

The community café was accepted onto the "Warm Spaces" and "Chatty Café" schemes and hosted Community Catch-up sessions with the local Police and Fire and Rescue Services

A weekly Craft Group continued as in previous years but unfortunately closed as the members suffered increasingly poor health and some sadly passed away.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The charity has been supported by a number of volunteers, 2 of whom are young people with additional needs who have supported the work of the kitchen staff.

The Treasurer resigned in the Summer, but we were able to recruit 2 new Trustees towards the end of the year.

The charity employed 7 part time staff as of December 2025

Although some funding was obtained over the year, it became increasingly difficult to find funding which matched our needs; this was an ongoing process.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

Due to a decrease in footfall and increasing costs of utilities, food, equipment etc, it was decided to close the café at the beginning of August, to allow us to focus on the meals on wheels service. This was done in discussion with all the staff who were determined to keep the service going for our elderly and vulnerable service users.

The community café was accepted onto the "Warm Spaces" and "Chatty Café" schemes and hosted Community Catch-up sessions with the local Police and Fire and Rescue Services

Our meals on wheels service continued to provide hot meals to our elderly and vulnerable service users.

Section E Financial review

Brief statement of the charity's policy on reserves	The charity did not wish to create a surplus of reserves, striving to keep costs as low as possible and to use all possible reserves to fulfil the objectives as set out in the governing document.
Details of any funds materially in deficit	

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity was funded by income from the community café and the meals on wheels service as well as grants and donations from the local parish councils and others.

The fund raising table generated a small amount of income, but this ceased once the café closed.

All expenditure has been to maintain the objectives of the charity, especially to maintain the meals on wheels service for our elderly and vulnerable service users.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	Lloyd	
Full name(s)	Dawn Lloyd	
Position (eg Secretary, Chair, etc)	Acting Treasurer	
Date	12/8/26.	

Charity Name	Charity number
Bus Park Community Hub and Café	1181905

Receipts and payments accounts

CC16a

For the period from	Period start date: 1st January 2025	To	Period end date: 31st December 2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Meals on Wheels	87,965	-	-	87,965	-
Café Takings	12,705	-	-	12,705	-
Craft Group	73	-	-	73	-
Refunds/Deposits/Trf from Savings	791	-	-	791	-
Donations/Fundraising/Grants	9,608	-	-	9,608	-
Misc	3,161	-	-	3,161	-
		-	-		-
		-	-		-
		-	-	-	
	-			-	
	-	-	-	-	
Sub total *(Gross income for AR)*	114,303	-	-	114,303	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	114,303		-	114,303	-
A3 Payments					
Wages/HMRC	68,968	-	-	68,968	-
Meals on Wheels	4,219	-	-	4,219	-
Travel Expenses	3,247	-	-	3,247	-
Insurance	1,441	-	-	1,441	-
Kitchen Equip/Cleaning	2,841	-	-	2,841	-
Elec/Gas/Tele	7,331	-	-	7,331	-
Kitchen Purchases	16,676	-	-	16,676	-
Professional Fees	3,889	- #	-	3,889	-
Transfers to savings account	2,334	- #	-	2,334	-
Charges	297			297	
Misc	1,477	- #	-	1,477	
Water	853	- #	-	853	
		- #	-	-	
				-	
Sub total	113,573	-	-	113,573	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	113,573		-	113,573	-
Net of receipts/(payments)	730		-	730	-
A5 Transfers between funds			-	-	-
A6 Cash funds last year end	- 6,764	-	-	- 6,764	-
Cash funds this year end	- 6,034	-	-	- 6,034	-

Section B Statement of assets and liabilities at the end of the period

B1 Cash funds

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Cash Funds b/f	- 6,764	-	-
	Cash Funds this Year	730		-
		-	-	-
	Total cash funds (agree balances with receipts and payments account(s))	- 6,034	-	-

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

	Signature	Print Name	Date of approval
X	Lloyd	D. LLOYD	12/8/26 X

Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name
Bus Park Community Hub and Cafe

On accounts for the year ended

31st December 2025

Charity no (if any) 1181905

Set out on pages

1 TO 3
(remember to include the page numbers of additional sheets)

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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's 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 those 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 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 requirements:
   - to keep accounting records in accordance with section 41 of the 1993 Act; and
   - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

Signed: [signature] **Date:** 10th AUG 26

Name: David R Munro

Relevant professional qualification(s) or body (if any): Member of the Association of Accounting Technicians

Address: Lifestyle Accounting Ltd

58 – 60 Wetmore Road, Burton-on-Trent
Staffordshire, DE14 1SN

Section B Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

Notes regarding breakdown of Grants/Income/Monies Transferred In:

Jan 25 £3000 Grant from Derbyshire County Council
£1900 Grant from Warm Spaces

Feb 25 £100 Donation – Castle Gresley Parish Council

Mar 25 £25 Cash Donation
£50 Donation – Overseal Parish Council
£300 Donation – Woodville Parish Council

Apr 25 £500 Donation – Hartshorne Parish Council

Jun 25 £2000 Donation – Swadlincote Round Table

Jun 25 £200 Transferred from Savings Account. Account Number 22158019

Aug 24 £344 Transferred from Savings Account. Account Number 22158019

Sep 25 £563.48 Donation – Fire Station Charity (Swadlincote)

Oct 25 £91 Donation – Swadlincote Constitutional Club

Nov 25 £346.50 Donation – In Memory of John Anderson
£50 Donation from Toyota in Memory of John Anderson



Bus Park Community Hub and Café
Charity No. 1181905

Receipts and Payments Accounts
for the year ended 31 December 2025

		2025
		£
	Meals on Wheels	87965
	Café Takings	12705
	Craft Group	73
	Refunds/Deposits/Trf from Savings	791
	Donations/Fundraising/Grants/	9608
	Misc	3161
Receipts		114,302
Payments		
	Wages/HMRC	68968
	Meals on Wheels	4219
	Travel Expenses	3247
	Insurance	1441
	Kitchen Equipment/Cleaning	2841
	Electric/Gas/Telephone	7331
	Kitchen Purchases	16676
	Professional Fees	3889
	Charges	297
	Transfers to savings account	2344
	Water	853
	Misc	1477
		113583
Cash Funds		719
	Bal b/fwd	- 6,764
	Bal c/fwd to 1st January 2025	- 6,045

Charity Name	Charity number
Bus Park Community Hub and Café	1181905

Receipts and payments accounts

CC16a

For the period from	Period start date: 1st January 2025	To	Period end date: 31st December 2025

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		-	-		-
		-	-		-
		-	-	-	
	-			-	
	-	-	-	-	
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	-	-	-	-	-
Sub total	-	-	-	-	-
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		- #	-	-	
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		-	-	-
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B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

	Signature	Print Name	Date of approval
X	Lloyd	D. LLOYD	12/8/26 X

Independent examiner's report on the accounts

Section A Independent Examiner's Report

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Charity Name
Bus Park Community Hub and Cafe

On accounts for the year ended

31st December 2025

Charity no (if any) 1181905

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Charity No. 1181905

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