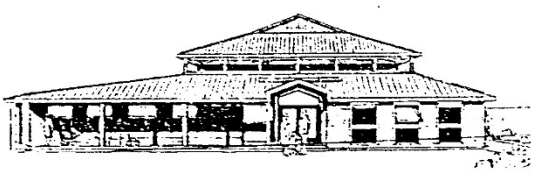
EAST WORTHING
COMMUNITY ASSOCIATION

Registered Charity No. 276850



ANNUAL

REPORT

2024/2025

INCORPORATING THE ANNUAL ACCOUNTS FOR YEAR ENDING 31ST JULY 2025

EAST WORTHING COMMUNITY ASSOCIATION
(Registered Charity No. 276850)

EWCA AGM Chair's Report

Ian Richardson began welcoming all the attendees, followed by thanking the Centre Manager's Michelle and Paul, the Volunteers, Members and Supporters. He continued to share his gratitude to the team of Holding and Charity trustees with a very special thanks to the Hon Treasurer Andrew Gardiner.

He continued to thank Andrew for his excellent financial expertise tackling the ever-increasing demands with bills to operate our Community Centre functioning well Later in the meeting's Agenda Andrew will be explaining the need to address the inflationary increases with running this Centre since we met in 2024, now soon to enter in year 2026.

Chair reminded the importance of our Communities their Centre's including here in East Worthing. He acknowledged and noted the difficulties with many people's lifestyles increased fuel and food costs. Generally making it far more challenging to retain and attract new members and groups.

However, the EWCA managers do excellent work and effort to bring our Centre new people and groups. Ian remarked and thanked Paul Brooker for his recent work upgrading new generation LED lighting throughout the Community Centre.

Both managers are always mindful not to damage the business of our neighbours the Range Store positioned next to us. Simply by navigating any possible conflict with booking a large meeting or celebration not to compromise the main car park. I thank the Range for their continued Community support.

Lastly, the Chair raised once again, his continued concerns relating difficulties how to gain, recruit new Charity trustees. He updated the meeting on news of his two Surfleet Transport and Historic Group. He explained the important fundraising benefits both Group's achieve in and outside of the Community Centre.

Finally, he spoke giving detail news success concerning the Council of Worthing and Adur Districts Community Centres and Associations.

Ian Richardson

Chair

East Worthing Community Association - Centre

East Worthing Community Association Annual General Meeting

3 November 2025

Manager's Report

Good Evening and thank you all for coming, also for your continued support of the centre over the last year. We are pleased to report that East Worthing Community Centre is thriving with new groups! As an example, and over a year on, Helen's art class is running three times a week, sharing her incredible skill as a portrait artist with beginners and more advanced painters alike. We are so lucky at the centre to have some truly exceptional teachers, this is also the case for the Community House funded yoga classes held twice a week, which is free to everyone. The numbers have grown over the last year, with new equipment being supplied and a friendly welcome, whether it is your first time or for people more experienced. This keeps people coming back to the centre.

There are a couple of cancer support groups running, one is a monthly daytime meet in the coffee lounge for women and offering feel good therapies. The other is offered by Macmillan, again monthly but in the evening on a Monday.

A council funded Wellbeing class aimed at weight loss started in January and is currently running its second course, with a simple booklet to take away, full of helpful tips for a healthier way of life. On that subject, we are very excited to host a Slimming World group since July, on a Wednesday evening for two sessions. It has been several years since we had this kind of group in the centre and it has proved to be a busy class in the past, we hope this one will become the same.

A new lock was fitted onto the door of Room 1 as an extra security measure when Scamps Pre-School are present. On a day-to-day basis it stops parents or anyone else just walking into the room unannounced, but it has more importantly been fitted following the incident last year, of the stabbing at Southport and the beginning of bringing in Martyn's Law (Protect Duty). This is the implementation of measures to prepare for and reduce the risk of terrorist attacks. Paul has undertaken some online training to establish how it will affect the centre.

There has been a lot of maintenance and improvements on the building this year. The largest and most necessary one being the replacement of the lights in the hall and all the florescent tubes in the rooms. Several of the bulbs in the hall weren't working and the light was very poor, the replacements needed to be more energy efficient, at a realistic cost with a company that could supply a tower for the height of the ceiling. This has been achieved! Paul has replaced the tubes with LED fittings and now everyone needs sunglasses, the sewing class said they can now see what they are stitching! So the difference is immense and long overdue!

The security alarm panel was replaced in the summer as the buttons had worn badly, this is the responsibility of the council, so the centre won't have to pay. Also brought up to date this year was the boiler, in the form of a dual pump being fitted to the heating system, to replace the two individual ones, one of which had stopped working already.

The lightning rod was repaired at the front of the building after an inspection showing it wasn't showing an earth reading. It had corroded underground due to water running down the wall from the rod being badly fitted in the guttering. Looking to the future and the coffee lounge chairs need replacing as they are very worn, the original upholstered ones have lasted nearly 40 years! Also some painting, especially in this room!

Paul Brooker and Michelle Smith

Centre Managers

REPORT OF TREASURER

ANNUAL GENERAL MEETING – 3RD NOVEMBER 2025

1. INTRODUCTION

1.1 I have pleasure in presenting my 45th Treasurer's Report and the Annual Accounts for 2024/2025 for the East Worthing Community Association including the Community Centre.

1.2 This is always a particularly busy time of year for me. April and May are traditionally busy with the preparation of the annual tax return for the previous year due in April, the completion of the Annual Report for the Community Association for the previous year, plus the submission of the Annual Return to the Charity Commissioners which was due by the end of May 2025. The Trustees were pleased to note that these were all completed and submitted on time.

2. STATEMENT OF ACCOUNTS 2024/2025

2.1 The following paragraphs give a brief explanation of each account for the year 1st August 2024 to 31st July 2025.

Page 3	Community Centre Account
Page 4	Community Centre Equipment and Centre Reserve
Page 5	General Income and Expenditure Account and General Reserve
Page 6	Balance Sheet
Page 7 – 8	Independent Examiner's Report.

2.2 **Community Centre Account (Page 3)**

Employees - The largest single cost of running the Centre continues to be the employment costs of the staff at the centre. This is £53,520.60, an increase of £2,486 over the previous year. As stated in previous years, employees' pay has been based on an average monthly amount calculated on 2019/20 pay uprated for changes to the National Minimum Wage. A welcome contribution towards reducing the cost of employment was the continuation of the Government's Scheme to relieve small employers of the burden of paying Employer's National Insurance contributions. This has saved the Centre £4,573.20 (2023/24 £4,226.52) in the tax year ending 31st March 2025.

Total Expenditure on running the Centre has increased by £3,104 over the year. Much of this increase has resulted from the significant increase in Energy costs now totalling £12,609, up by 15% from the previous period and other increases in the overall operational costs in running the Centre.

Income - It is very pleasing to note the receipts derived from Centre bookings fees (£73,750.58), continued to show an improvement over the previous period (Increase of £6,525 or 9.7%). The net surplus from the Coffee Lounge (£1,790) was a slight increase compared to the previous year. With the significant increase in booking fees there is strong evidence that the Centre is reverting back to more normal levels of activity and usage.

The overall effect of the increase in expenditure offset by the increase in receipts, has resulted in the Centre producing a net surplus of £151.89 compared to the previous year's deficit of £3,239.28, excluding repairs and maintenance.

2. STATEMENT OF ACCOUNTS 2024/25 (continued)

This result is disappointing as the Centre should now be producing surpluses to maintain its viability for the future. The Centre is an ageing asset, with more and more items requiring maintenance, updating and even replacement. The cumulative effect of this needs to be managed and will continue to command the Management Committee's attention over the coming months and years. The Management Committee spends much time in discussing options for investment in the Centre to maintain or improve on its present standard of operation and condition (e.g. recent updating of lighting).

2.3 **Community Centre Equipment Account (Page 4)** - This account refers to the purchase of equipment which is financed over a period of time by an annual depreciation charge to the Centre Account. There were no purchases by the Centre during 2024/2025.

2.4 **Centre Reserve (page 4)** - the costs of routine maintenance and planned maintenance works are charged to this account. These totalled £493.18 in 2024/25. The Centre Reserve now has a balance of £3,323.71 very slightly down from £3,665.00 in 2023/24. I have continually suggested that the Centre really needs to produce an operating surplus of between £4,000 and £5,000 each year to build up sufficient reserves to meet cyclical maintenance liabilities when they fall due. It is disappointing to note that this year, for the third year running, we have moved away from this target.

2.5 **Community Association's General Income and Expenditure Account (Page 5)** - this account includes all transactions relating to the general running of the Association. In 2024/25, there has been no major expenditure and receipts from Affiliation Fees were slightly down at £975.00.

2.6 **The General Reserve (Page 5)** - the contribution from the Association's Income and Expenditure Account is carried here. The reserve includes the profit on investments for the year from the annual revaluation of the Associations investments (£1,536.65).

2.7 **Balance Sheet (Page 6)** - this is a statement of the closing balances of the Association's assets and liabilities as at 31st July 2025.

2.8 **Post Balance Sheet Events** - I reported in paragraph 2.6 above the profit from the revaluation of the Association's Investments held by COIF (Charities Official Investment Fund) as at 31st July 2025. This is a much better position than expected as the value of investments during the year was influenced by the trading conditions in the world and home financial markets. The value of the investments as at 31st October 2025 is £127,647.56, which shows a reduction in value of £720.70 from the July valuation as shown in the Balance Sheet and Accounts.

3. INDEPENDENT EXAMINATION OF ACCOUNTS

3.1 Under the Charities Act 2011 and the General Directions of the Charity Commissioners an Independent Examination of the Accounts has taken place. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. The Independent Examiners Report is shown on pages 7 - 8.

4. EXPRESSION OF GRATITUDE

4.1 I would like to express my sincere thanks to all the staff and volunteers working at the Centre, and in particular to Michelle Smith and Paul Brooker who manage the day to day operations at the Centre.

4.2 My thanks are also due to the Independent Examiner, Nick Sarjeant, for examining the accounts within the timescale required.

ANDREW D. GARDINER
Hon. Treasurer – 3rd November 2025

EAST WORTHING COMMUNITY CENTRE

ACCOUNT FOR YEAR 1ST AUGUST 2024 TO 31ST JULY 2025

2023/2024 £	**EXPENDITURE**		£ p	£ p
51,034	Salaries & Overheads - Manager & Assistants			53,520.60
1,000	Accountancy/Payroll Expenses			1,070.00
7,522	Premises -	Electricity		10,759.11
3,414		Gas		1,850.17
1,739		Cleaning		1,594.06
156		Business Rates		215.25
671		Waste Collection		653.12
1,106		Water Rates		981.22
1,743		Insurance		831.52
163		Security		163.07
0	Routine Maintenance - charged to Centre Reserve			-
1,286	Telephones - Rental/Calls			998.43
1,452	Entertainment Licences			1,498.64
717	Office Expenses			753.08
0	Bank Charges			64.80
25	Miscellaneous			403.92
135	Depreciation	Equipment 16/17		135.00
225		Equipment 19/20		-
147		Equipment 22/23		147.00
£72,535	**TOTAL EXPENDITURE**			**£75,639.00**
	INCOME			
67,226	Booking Fees			73,750.58
256	Donations & Miscellaneous Income			218.67
29.94	Use of Photocopier			31.89
1,784	Coffee Lounge * (net surplus)			1,789.75
£69,296	**TOTAL INCOME**			**£75,790.89**
-£3,239	**Surplus / (Deficit) for period transferred to Centre Reserve Account**			**£151.89**

COFFEE LOUNGE TRADING STATEMENT

		£ p	
2531.68	*Coffee Lounge: Gross Takings	2,499.70	
-747.27	- provisions	- 709.95	
£1,784.41	**Surplus for period**	**£1,789.75**	

EAST WORTHING COMMUNITY CENTRE

COMMUNITY CENTRE EQUIPMENT ACCOUNT
FOR YEAR 1ST AUGUST 2024 TO 31ST JULY 2025

2023/24 £		£ p	£ p
1,218	Purchase of equipment, crockery, staging, photocopier		711.00
-	Add: new purchases of equipment during year (listed)		0.00
1,218			711.00
	Less: Depreciation-		
135	Equipment 16/17	135.00	
225	Equipment 19/20	0.00	
147	Equipment 22/23	147.00	
			282.00
£711			**£429.00**

£	**New purchases of equipment during year (listed)**	£
0		0.00
0		**£0.00**

CENTRE RESERVE - FOR YEAR 1ST AUGUST 2024 TO 31STJULY 2025

£			£
8,368.77	Balance brought forward 1st August		3,665.00
- 3,239.28	Contribution from / to () Centre Account		151.89
5,129.49			3,816.89
1,010.53	Less: Routine Maintenance	207.22	*
453.96	Less: Planned Maintenance Works (listed)	285.96	493.18
£3,665.00	Surplus / (Deficit) for year		**£3,323.71**

£	Planned Maintenance Works 2024/2025	£
453.96		285.96
£453.96		**£285.96**

EAST WORTHING COMMUNITY ASSOCIATION

GENERAL INCOME AND EXPENDITURE ACCOUNT
FOR YEAR FROM 1ST AUGUST 2024 TO 31ST JULY 2025

2023/24		
	INCOME	£ p
1067	Membership and Affiliation Fees	975.00
0	Donations	0.00
32	Interest on Investments	31.42
£1,099		**£1,006.42**
	EXPENDITURE	
0	Subscriptions	0.00
260	Miscellaneous	280.00
£260		**£280.00**
£839	**SURPLUS/(DEFICIT) FOR PERIOD CARRIED TO GENERAL RES**	**£726.42**

GENERAL RESERVE FOR YEAR 1ST AUGUST 2024 TO 31ST JULY 2025

£ p		£ p
142,280	Balance brought forward 1st August	155,227.46
12,109	Profit / (Loss) on Revaluation of Investments	1,536.65
839	Contribution/(Deficit) from General Account	726.42
£155,227	Balance carried forward	**£157,490.53**

EAST WORTHING COMMUNITY ASSOCIATION

BALANCE SHEET AS AT 31ST JULY 2025

2023/24 £		£ p	£ p
	FIXED ASSETS		
14,014	Building Extension - Construction/Fees	14,014.15	
5,000	Less: Grant (W.B.C.)	5,000.00	9,014.15
9,014			
577	Purchase & Installation of Storage Shed (net of grant)		577.00
711	Equipment		429.00
£10,302			**£10,020.15**
	CURRENT ASSETS		
126,832	**Investments	128,368.26	
3,636	Sundry Debtors	3,552.70	
118	Payments in Advance	59.27	
19,173	Bank Current Accounts	18,955.20	
292	Cash and Stock in Hand	608.00	**151,543.43**
£150,051			
	LESS: CURRENT LIABILITIES		
1,461	Sundry Creditors	749.33	
-	Receipts in Advance	0.00	**749.33**
£1,461			
£148,590	**NET CURRENT ASSETS**		**£150,794.10**
£158,892			**£160,814.25**

£	**REPRESENTED BY:**	£ p	
155,227	General Reserve		**157,490.53**
3,665	Centre Reserve		**3,323.71**
£158,892			**£160,814.24**

£0.00

	2023/24 £ p	2024/25 £ p
Investment with Charities Official Investment Fund	126,831.61	128,368.26
Valuation at close of business on 31st July(Previous Year)	114,723.03	126,831.61
Less Cost Price of Investments sold	-	
Change in value of investment in 2024/25	£12,108.58	£1,536.65
Reconciliation of Shares sold:	-	-
Profits taken on shares sold in 2024/25	-	-
Cost Price of Investments sold in 2024/25	£0.00	£0.00

Prepared By:
A. D. Gardiner
Hon. Treasurer

Audited by:
Nick Sarjeant
Independent Examiner

CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees

Charity Name: East Worthing Community Association

On accounts for the year ended: 31 July 2025

Charity no (if any): 276850

Set out on pages: Attached (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete* [ ] *if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed: N. Sarjeant **Date:** 4 October 2025

Name: Nick Sarjeant

Relevant professional qualification(s) or body: Retired member of the - Institute of Internal Auditors
- Association of Accounting Technicians

(if any):	
Address:	21 Graham Road Worthing West Sussex BN11 1TL

Section B	**Disclosure**
	Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).
Give here brief details of any items that the examiner wishes to disclose.	Nothing Identified