



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1 st	Month January	Year 2023		Day 31 st	Month December	Year 2023

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Caterham Community Centre	
High Street	
CATERHAM	
Postcode	CR3 5UE

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	Geoffrey Duck	Hon. Chairman		By the Committee
2	Sarah Burningham	Hon. Secretary		By the Committee
3	Marian Tait	Hon. Treasurer		By the Committee
4	Hilary Turner			By the Committee
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19				
20				

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

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

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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)

Association

Trustee selection methods
(eg. appointed by, elected by)

Elected by Committee

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.

The success of the Association depends on continuing to enjoy the relationship with Tandridge District Council.

Section C Objectives and activities

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

To provide and maintain a community hub for the use of, and benefit to, the local community for the use of groups, organisations, clubs and individual residents. This is used by people of all ages including young people and children.

To improve community relations within Caterham on the Hill and its surrounding area.

The Association shall be non-party political and non-sectarian.

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)

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.

Summary of the main achievements of the charity during the year

To continue to maintain the community hub for the use and wellbeing of local residents and organisations.

Use of the community hub continues to increase due to population growth in the local area.

Section E Financial review

Brief statement of the charity's policy on reserves

The charity endeavours to reserve £6,000 for expenses.

Details of any funds materially in deficit

None

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.

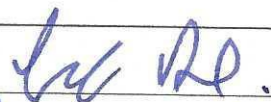
The majority of funds come from hire fees which are used for the maintenance and improvements of the building for the benefit of those who use it.

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)	SJ Burningham	
Full name(s)	SARAH BURNINGHAM	GEORFFREY DUCK
Position (eg Secretary, Chair, etc)	SECRETARY	CHAIRMAN
Date	26/9/24.	

CATERHAM COMMUNITY ASSOCIATION

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INCOME & EXPENDITURE ACCOUNT FOR THE 12 MONTHS ENDING 31st DECEMBER 2023

	A/C Ref:	Note	2023 £	2023 £	2022 £	2022 £	2021 £
<i>Income</i>							
Hire charges	F01/S03		23,801		19,302		14,092
Interest	F01/S02		98		7		2
Covid Support:Government	F01/S01		0		0		6,001
Subscriptions	F01/S01		45		30		15
Fund raising	F01/S03		785		126		110
Donations	F01/S01		155		110		90
LOCASE Grant	F01/S01	1	398		2,602		0
Various	F01/S01		0		60		0
Total Income				25,280		22,237	20,310
<i>Expenditure</i>							
Covid: Supplies Related Equipment	F01/S10		19		76		97
LOCASE Grant Expenditure	F01/S10		0		7,582		0
Repairs & Maintenance	F01/S10		2,128		4,638		1,265
Electrical Repairs	F01/S10		0		5,132		2,998
Replacement of wooden stairs	F01/S10		4,762		0		0
Plumbing	F01/S10		0		0		610
Annual Services	F01/S10		781		550		483
Utilities/Electricity	F01/S10		2,713		1,901		934
Utilities/Gas	F01/S10		2,470		2,308		2,189
Utilities/Water	F01/S10		586		629		203
Telephone	F01/S10		117		164		165
Caretaker	F01/S10		3,711		3,666		2,768
Cleaning materials	F01/S10		628		649		251
General rates	F01/S10		166		141		157
Insurance	F01/S10		3,740		3,680		3,256
WiFi	F01/S10		80		0		0
Postage & Stationery	F01/S10		89		70		86
Licence & Rent: TDC, Performing Rights	F01/S10		516		603		1,071
Depreciation	F01/S10	2	307		307		307
Total Expenditure				22,812		31,990	16,840
<i>Deficit/Surplus for the year</i>							
-Being (Decrease)/Surplus in Accumulated Fund				2,468		-9,753	3,470

The notes on page 3 form part of these accounts.


CATERHAM COMMUNITY ASSOCIATION

BALANCE SHEET AS AT 31st DECEMBER 2023

	A/C Ref	Note	2023 £	2023 £	2022 £	2022 £
<i>Fixed Assets</i>						
Tangible Assets	F04/B02	3		312		618
<i>Current Assets</i>						
Debtors	F04/B06	4	3,385		3,188	
Cash at Bank & in Hand	F04/B08	5	11,981		11,513	
			<u>15,366</u>		<u>14,701</u>	
<i>Creditors</i>						
Amounts due in 1 year	F04/B10	6	(703)		(2,812)	
<i>Net Current Assets/Liabilities</i>	F04/B09			14,663		11,889
<i>Total Assets less Current Liabilities</i>	F04/B12			<u>14,975</u>		<u>12,507</u>
<i>Represented by</i>						
Accumulated Fund for prior years				12,507		22,260
- Decrease/Increase for Current year				2,468		-9,753
<i>Accumulated Fund at year end.</i>	F04/B18			<u>14,975</u>		<u>12,507</u>

Mrs M. Tait: Hon Treasury

I certify that the above Balance Sheet and accompanying Income and Expenditure Account have been prepared in accordance with the books and vouchers of the Association.


Peter E. Cook Independent Examiner
27th February 2024

CATERHAM COMMUNITY ASSOCIATION

Notes to the Accounts

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Introduction

The accounts have been prepared under the historical cost convention

1 Grant - LOCASE

Grant received on 9th May 2023 for £2,997.60

2 Depreciation

The amount charged in these accounts relates to Furniture & Catering equipment,
(See also note 3)

3 Tangible Assets

	Catering Equipment	Furniture Fittings	Total
	£	£	£
Cost			
At 31st December 2022	2,279	8,472	10,751
Additions during this year	0	0	0
At 31st December 2023	2,279	8,472	10,751
Depreciation			
At 31st December 2022	2,279	7,853	10,132
Charge for this year	-	307	307
At 31st December 2023	2,279	8,160	10,439
Net Book Value			
At 31st December 2022	0	619	619
At 31st December 2023	0	312	312

The Association owns other sundry items of Furniture and Equipment which have been fully depreciated in earlier years. The current worth does not justify a revaluation.

4 Debtors

	2023	2022
	£	£
LOCASE expenditure payments made in 2023	0	2,602
Amounts due from Hirers - (Recd Jan-Mar 2022)	3,007	0
Prepayments (Rent, Insurance, Maintenance)	378	586
	3,385	3,188

5 Cash at Bank and in Hand

Cash at Bank - Treasurers Account Lloyds	927	1,397
Cash at Bank - Instant Account Lloyds	11,054	10,116
Cash in Hand - Hon Treasurer	0	0
	11,981	11,513

6 Creditors (Amounts due in 1 year)

Hire Charges in advance	0	0
Subscriptions	0	0
Accruals: Utilities + LOCASE works paid in 2023 of £2,331.76	703	2,812
	703	2,812

7 Status of the Association

The Association is a registered charity, No.304991. It is exempt from United Kingdom taxation.



Section A

Independent Examiner's Report

Report to the trustees/ members of

Caterham Community Association

On accounts for the year ended

31st December, 2023

Charity no (if any)

304991

Set out on pages

1-3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/23.

Responsibilities and basis of report

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

Independent examiner's statement

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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Peter Cook

Date:

30/12/24

Name:

PETER COOK

Relevant professional qualification(s) or body (if any):

Address:

66 WOODRARA AVENUE NORTH WARRABEEN
NSW 2101 AUSTRALIA

Section B

Disclosure

Only complete if the examiner needs to highlight 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.

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