



Trustees' Annual Report for the period

From	Period start date			Period end date		
	1 st	January	2024	To	31 st	December 2024

Section A Reference and administration details

Charity name Caterham Community Association

Other names charity is known by

Registered charity number (if any) 304991

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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15				
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17				
18				
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 or with any other Council following local governmental changes.

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 benefits 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 the 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)	SJBurrough	GM 129
Full name(s)	SARAH JOSEPHINE BURNINGHAM	Geoffrey Douglas Duck
Position (eg Secretary, Chair, etc)	SECRETARY	CHAIR
Date	6/7/25	

CATERHAM COMMUNITY ASSOCIATION

INCOME & EXPENDITURE ACCOUNT FOR THE 12 MONTHS ENDING 31st DECEMBER 2024

	A/C Ref:	Note	2024 £	2024 £	2023 £	2023 £	2022 £
Income							
Hire charges	F01/S03		27,656		23,801		19,302
Interest	F01/S02		113		98		7
Covid Support:Government	F01/S01		0		0		0
Subscriptions	F01/S01		15		45		30
Fund raising	F01/S03		126		785		126
Donations	F01/S01		30		155		110
LOCASE Grant	F01/S01	1	0		396		2,902
Various	F01/S01		0		0		60
Total Income				27,941		25,280	22,237
Expenditure							
Covid: Supplies Related Equipment	F01/S10		0		19		70
LOCASE Grant Expenditure	F01/S10		0		0		7,582
Repairs & Maintenance	F01/S10		1,439		2,128		4,638
Electrical Repairs	F01/S10		5,907		0		5,132
Replacement of wooden stairs	F01/S10		0		4,762		0
Plumbing	F01/S10		390		0		0
Annual Services	F01/S10		770		781		550
Utilities/Electricity	F01/S10		2,459		2,713		1,901
Utilities/Gas	F01/S10		2,552		2,470		2,308
Utilities/Water	F01/S10		644		586		629
Telephone	F01/S10		0		117		164
Caretaker	F01/S10		3,990		3,711		3,666
Cleaning materials	F01/S10		645		628		649
General rates	F01/S10		170		166		141
Insurance	F01/S10		4,226		3,740		3,580
WiFi	F01/S10		60		80		0
Postage & Stationery	F01/S10		27		89		70
Licence & Rent: TDC. Performing Rights	F01/S10		672		516		603
Depreciation	F01/S10	2	312		307		307
Total Expenditure				24,263		22,813	31,990
Deficit/Surplus for the year							
-Being (Decrease)/Surplus in Accumulated Fund				3,678		2,467	(9,753)

The notes on page 3 form part of these accounts.

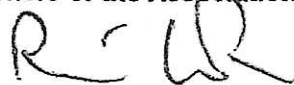
CATERHAM COMMUNITY ASSOCIATION

BALANCE SHEET AS AT 31st DECEMBER 2024

	A/C Ref	Note	2024 £	2024 £	2023 £	2023 £
<i>Fixed Assets</i>						
Tangible Assets	F04/B02	3		0		312
<i>Current Assets</i>						
Debtors	F04/B06	4	8,852		3,385	
Cash at Bank & in Hand	F04/B08	5	10,491		11,981	
			<u>19,343</u>		<u>15,366</u>	
<i>Creditors</i>						
Amounts due in 1 year	F04/B10	6	(690)		(703)	
<i>Net Current Assets/Liabilities</i>	F04/B09			18,653		14,663
<i>Total Assets less Current Liabilities</i>	F04/B12			18,653		14,975
<i>Represented by</i>						
Accumulated Fund for prior years				14,975		12,507
- Decrease/Increase for Current year				3,678		2,468
<i>Accumulated Fund at year end.</i>	F04/B18			18,653		14,975

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
3rd March 2025

CATERHAM COMMUNITY ASSOCIATION

Notes to the Accounts

Page 3

Introduction

The Association has now fully depreciated all Catering Equipment and Furniture/Fittings

1 Grant - LOCASE

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 2023			
Additions during this year	2,279	8,472	10,751
At 31st December 2024	0	0	0
	2,279	8,472	10,751
Depreciation			
At 31st December 2023			
Charge for this year	2,279	8,160	10,439
At 31st December 2024	0	312	312
	2,279	8,472	10,751
Net Book Value			
At 31st December 2023	0	312	312
At 31st December 2024	0	0	0

The Association has now fully depreciated all Catering Equipment and Furniture/Fittings under the historical cost convention.

4 Debtors

	2024	2023
	£	£
LOCASE expenditure payments made in 2023	0	0
Amounts due from Hirers - (Recd Jan-Mar 2022)	8,122	3,007
Prepayments (Rent, Insurance, Maintenance)	730	378
	8,851	3,385

5 Cash at Bank and in Hand

Cash at Bank - Treasurers Account Lloyds	473	927
Cash at Bank - Instant Account Lloyds	10,018	11,054
Cash in Hand - Hon Treasurer	0	0
	10,491	11,981

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	690	703
	690	703

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

Charity Name
Caterham Community Association

On accounts for the year ended

31st December 2024

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 31/12/2024.

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").

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.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) 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.

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

Signed:

[Handwritten signature]

Date:

14/7/25

Name:

[Empty box]

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

[Empty box]

Address:

66 WOODRANA AVE NORTH NARRABEEN
2101 NSW AUSTRALIA