

THE CASTELNAU CENTRE PROJECT

REPORT AND ACCOUNTS

31 MARCH 2025

REGISTERED CHARITY NO. 1061637

COMPANY NO. 03305114

THE CASTELNAU CENTRE PROJECT
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FOR THE YEAR TO 31 MARCH 2025

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THE CASTELNAU CENTRE PROJECT

TRUSTEES' REPORT

FOR THE YEAR TO 31 MARCH 2025

TRUSTEES

Ian Lang, *Chair, (Until 28th January 2025)*
Philip Mead *Chair (From 28th January 2025)*
Patrick Findlater, *Honorary Treasurer*
Julie Burdon
Cindy Glenn
Peter Jamieson
Lynn McInnes *(From 28th January 2025)*
Nicolas Tiffou
Anna Wigley
Robert Woolf *(Retired 28th January 2025)*

The Trustees present their Annual Report and the Financial Statements of the Company for the year ended 31 March 2025

LEGAL STATUS

The company was formed on 21 January 1997 as a company limited by guarantee and is governed by its Memorandum and Articles of Association. Its registered office is at Castelnau Community Centre, 7 Stillingfleet Road, Barnes, London, SW13 9AQ. The Charity number is 1061637.

OBJECTS

To promote the education and assistance of young persons through their leisure time activities in order to develop their physical, mental and spiritual capacities so that they may grow to full maturity as individuals and members of society and that their conditions of life may be improved.

To promote the benefit of the inhabitants of Barnes and the neighbourhood thereof without distinctions of sex, sexual orientation, race or political, religious or other opinions by working together with the said inhabitants, the local authority, 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 with the object of improving the conditions of life for the said inhabitants.

The company's mission is to promote and support a vibrant, happy and sustainable community in the Castelnau estate as part of the wider community of Barnes.

VALUES

The Company's core values are:

- listening to those who live in the community
- working 'with' members of the community and not 'for' them
- developing activities and resources that are locally owned and run
- helping those involved in the Project to acquire new skills, knowledge and confidence
- working in partnership with other organisations.

ACTIVITIES

The objects are met in two ways:

1. through the management of the Castelnau Community Centre, a 1930s building in Stillingfleet Road Barnes, held on a 25 year lease from Holy Trinity Church Barnes, which has expired. A new lease is currently being negotiated.
2. through the employment of a staff team of eight people and the involvement of many volunteers to promote community development, manage the Centre, to develop partnerships with other agencies in education, health, social welfare and youth and children's work, and to run specific community activities at the Centre.

BUILDING MANAGEMENT

The total cost of managing the Centre in the year was £124,291 (2023/24 £113,583). These costs include rent, cleaning, utilities, security, repairs and maintenance, insurance, some staff costs and other professional fees.

In addition to managing the building and its surrounds, the Company also administers, on behalf of the landlord Holy Trinity Church, the neighbouring allotments that are let mostly to local residents.

COMMUNITY ACTIVITIES

The core programme of services to toddlers, children, young people and adults of all ages has further developed over the past year. Our tight geographical and professional linkage with Lowther Primary School, Sunshine Day Nursery and the North Barnes office of Citizens Advice (Richmond) continues to contribute to the strong sense of community on and around the Castelnau Estate.

We have enjoyed another year of regular use by returning users as well as new people finding their way to us and accessing activities for the first time. We have continued to develop and evolve our offer of services to the local community, much of which has been achieved by the frequent support of a loyal and skilled group of volunteers.

Improving and maintaining positive mental wellbeing continues to sit at the core of everything that we do. We follow the NHS 'five steps to improving mental wellbeing', these being to connect, be active, keep learning, give to others and be mindful.

The 1:1 support that was offered or sought during the year differed from person to person. As has been the case over several years, we continue to support people who are experiencing ongoing mental health wellbeing challenges. A significant change in the last 5 years is one where we are encountering adults who we feel need the support of Adult Social Services, yet the individual fails to meet the threshold to receive support.

General, 1:1 contact and what it means to people is very difficult to sum up, however, we believe that it is the most important and trust defining activity that we undertake. For many people, we are a point of contact, their non-judgemental sounding board, their critical friend, their reassurance, their constant. What is discussed can range from something deeply personally distressing, through such challenges as self-confidence dips to providing a listening ear with regards to relationship challenges and choices. Most of the time, the benefit gained by the individual is that of time spent with an active listener resulting in a feeling of being heard and understood.

During 1:1 time we will often support people who are seeking to prioritise tasks or remove hurdles to completing a task. Often, simply sitting alongside someone whilst they make a call to the council, utilities company or a hospital can be the difference between the call being made or left on an ever lengthening 'to do' list, something that can make the individual feel that they are failing.

Over the course of the period 01/04/24–31/03/25, the Centre saw 7675 (2023/24 7235) attendances made by 716 (2023/24 639) different people attending 563 (2023/24 545) sessions. These figures do not include those people attending the term time weekday morning café, where customer numbers have not recovered

from pre-covid levels, having been further affected by the cost-of-living crisis, in an area where many people have had to make very difficult choices as to how they utilise the very limited funds available to them. We remain committed to maintaining the café and continue to undertake different publicity campaigns to further raise awareness of its presence, as it is often central to the first experience that many adult users have of the centre. It also serves as a central point of intergenerational blending, with many friendships being forged and developed.

The Little Castles term time, thrice weekly (Monday, Wednesday, and Friday), parent and child stay and play sessions received 2859 child and adult attendances (2681 in 2023/24) from 242 different people (232 in 2023/24) over 101 sessions (104 in 2023/24). The Little Castles sessions remain our most socially blended activity, with children being brought to sessions by parents, grandparents, childminders, and nannies. Children and adults form relationships and develop support networks that will benefit both, with the session offering a range of play activities which include motor/physical play, social play, constructive play and fantasy play. There are also themed arts and crafts activities. The Trustees remain grateful to The Barnes Fund for the continued funding of our Parent Engagement Worker who oversees the sessions and supports adults around a broad set of issues such as sleep routines and potty training to signposting for more specialist early years support such as speech and language and SEND concerns.

In April 2024, we commenced the first year in a 3-year contract waiver for commissioned youth provision on behalf of the London Borough of Richmond upon Thames, via Achieving for Children (AfC). The waiver is related to ongoing changes within the AfC delivery structure whilst Family Hubs are being developed across the borough. Some of the children accessing our Wednesday and Friday night youth clubs have come directly from accessing our Junior Youth Club, an after-school session, designed to provide children in school years 5 and 6 with a taster of what our full youth club offer looks like. This opportunity also builds confidence in some children who might otherwise struggle with accessing on a Wednesday and Friday night due to low confidence.

Junior Youth Club, taking place on a Wednesday afternoon from 15:30-17:00 has been hugely popular throughout the year. There were 533 attendances (599 during 2023/24) from 43 different children (51 during 2023/24) over 30 sessions (34 sessions during 2023/24). Delivered by 3 Project Workers, the session featured, cooking, arts and crafts, physical games, tabletop games and more.

We have continued to deliver Maths Club throughout the year, providing children in school years 5, 6 and 7 with a weekly opportunity to further develop their understanding of the subject. The 1.5-hour session received 163 attendances from 10 different children at 29 sessions. The session was delivered at no cost by one of our Trustees, who has a passion and skills for engaging children in the subject. For much of the year the session was further enhanced by the presence of four, sixth form students (working in pairs every other week) from Latymer School who contributed valuably to raising our adult to child support ratio. The children accessing the session all benefitted in different ways, with several children experiencing significant increased capabilities around the subject.

As in previous years, the focus on the needs of adults has been plentiful. Many of the sessions were delivered or augmented by a group of highly creative and committed volunteers, who have showcased a pattern of developing sustainability in our activities. Provision for adults has included, the Welcome Project, a weekly session for people with English as a second language who wish to improve their language skills whilst making friendship and support connections. Water Bodies Art Club (a collaboration with Community Bluescapes, providing a range of art-based opportunities, whilst crucially offering an opportunity to improve wellbeing through a sense of participation and achievement). Other activities included Yoga, Pilates, Chair based Exercise, Walking Football, Table Tennis, Monthly Dining for Over 50's and a Gardening Club.

We have worked in partnership with a range of providers to bring expertise and knowledge directly to the local community. Over the year we collaborated with Citizens Advice Richmond, Welcare, Achieving for Children, Space 2 Grieve, Richmond Housing Partnership, Community Bluescapes, RUILS, Metropolitan Police Service and London Borough of Richmond upon Thames Council.

CCP hosts a Foodbank, part of the Richmond Foodbank Scheme, delivered by volunteers from the Barnes churches, in partnership with the Trussell Trust. The initiative, co-ordinated by Holy Trinity Church, has experienced another busy year.

CCP encourages volunteering. Volunteers deliver our daily Community Café, support the delivery of The

Welcome Project, Elders lunches, 'Let's Get It Sorted' and support our children's provision. Numbers across the year have remained steady at around 25 volunteers across all activities.

Regarding marketing and publicity, we launched our new website in January. The site is device friendly, easy to navigate and features several short films focussed on various activities that take place within our programme. We have continued to use various social media platforms, as well as our hard copy, A3 termly newsletter. We have also completed a new marketing and communications strategy featuring brand guidelines.

FINANCIAL SUPPORT

We enjoyed total grant income to support community activities during the year of £126,664 (2023/24 £122,871). Details of funders are set out in note 5 to the accounts.

Our two most important grant funders remain the Barnes Fund and Richmond Foundation (formerly Richmond Parish Lands Charity (RPLC)). Barnes Fund gave us £49,077 during the year, and Richmond Foundation £44,697. It is important to realise that without the annual backing we receive from these two local charities CCP would find it very difficult to keep providing its wide range of support to local people in North Barnes. We are profoundly grateful for their ongoing interest and support.

We also enjoyed a further grant of £31,728 from the National Lottery Community Fund, which covers the cost of our Adult Programme Manager and some additional associated overheads.

A significant help to our work is the rent we receive from vital services provided to the community, amounting to £52,596 (2023/24 £46,748). While a large part of this is from a thriving local nursery school, it also includes income from Richmond CAB and community hirings, and is being developed in the current year by accommodating the Welcare charity.

Beyond these income streams we have also been fortunate to have significant donations, most notably from our landlords, Holy Trinity Church, to whom we owe a considerable debt of gratitude. These amounted in total to £50,263 (2023/24 £42,394) and enable us to respond flexibly to immediate needs. St Marys Church, St Pauls School and the Harroddian School and others have also made generous donations. Trustees plan to look in the current year to expanding income from individual and corporate donations locally.

STAFF

There were no personnel changes within our small, committed staff team. During the year working relationships continued to be developed to best support each other in providing a broad offer to local people.

Lisa Green continues to combine her role as Finance Manager with that of Company Secretary.

TRUSTEES

Robert Woolf resigned as Trustee in January 2024. Trustees expressed their appreciation of the valuable work and contribution Robert has made to the charity over many years.

Trustees welcomed Lynn McInnes as a new trustee.

Ian Lang handed over the Chair to Philip Mead at the AGM in January 2025.

Of the nine Trustees, seven live in North Barnes and the remaining two live in or are local to Barnes.

RISK MANAGEMENT AND CONTROL

Risks and their mitigation were formally reviewed during the year.

The main risks are financial, reputational and operational.

The main financial risks are loss of significant funding or loss of major rental income and contracts, or significant unbudgeted costs. The reserves policy covers temporary shortfalls of funding, rents or

unanticipated costs. Larger shortfalls would be covered by accelerated fundraising.

The reputation of the charity would be damaged by a failure of safeguarding, major disturbance or failure of governance. These risks are being managed by the Chair and Director in establishing and maintaining robust policies and procedures approved by Trustees and overseen by the Director and Chair. Policies and procedures are regularly reviewed and updated. During the year the following policies and procedures have been reviewed, updated and approved by Trustees: Alcohol and Drugs Policy, Safeguarding Children and Young People Policy, Safeguarding Adults at Risk Policy, Worker to Child Supervision Ratios and the Reserves Policy.

Operational risks include risks in managing the building and risks in providing appropriate services. These operational risks are managed by the Director subject to oversight by the Chair and by Trustees. CCP has insurance to provide the normal protections against the risks associated with employment and building management.

FINANCIAL POSITION AND RESERVES

The overall result for the year was a small deficit of £382 (2023/24 deficit £3,499).

Reserves at year end were £127,219 (year end 2023/24 £127,602)

Trustees have resolved that reserves should be in line with six months of costs, which now equates to approximately £143,000, so there is a slight shortfall.


INDEPENDENT EXAMINATION OF THE ACCOUNTS

The Trustees are responsible for the preparation of the accounts, which are not required to be audited. Accordingly they have been the subject of a report by an independent examiner, Jeremy Harrod, whose report is set on the following page of this document.

Approved by the Trustees and signed on their behalf by:

Philip Mead
Chair

Dated ...


05 December 2025

THE CASTELNAU CENTRE PROJECT
FOR THE YEAR TO 31 MARCH 2025
INDEPENDENT EXAMINERS'S REPORT TO THE TRUSTEES OF
THE CASTELNAU CENTRE PROJECT

I report to the charity Trustees on the accounts for the year ended 31st March 2025 which are set out on pages 9-13.

RESPONSIBILITIES OF THE TRUSTEES AND INDEPENDENT EXAMINER

The charity's Trustees consider that an audit is not required for this year under section 744(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5Xb) of the 2011 Act and
- State whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with the 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 with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the Treasurer and Finance Manager concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with s. 30 of the 2011 Act or to prepare accounts which accord with these accounting records 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.

Date: 10/12/2025

Signed By: 

THE CASTELNAU CENTRE PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR TO 31 MARCH 2025

	Notes	<u>2025</u>			<u>2024</u>		
		Restricted	Unrestricted	Total	Restricted	Unrestricted	Total
		Funds	Funds	Funds	Funds	Funds	Funds
Income from:							
Donations and Grants	4,5	31,728	145,199	176,927	32,614	132,651	165,265
Charitable activities	6	-	53,134	53,134	-	51,195	51,195
Building Income	7	-	52,596	52,596	-	46,748	46,748
Investment income		-	3,737	3,737	-	629	629
Total Income		31,728	254,666	286,394	32,614	231,223	263,837
Expenditure on:							
Charitable activities	8	1,000	18,187	19,187	1,990	20,159	22,149
Building costs	9	2,000	122,291	124,291	2,000	111,582	113,582
Other charitable activities	10	28,728	114,570	143,298	28,624	102,981	131,605
Total resources expended		31,728	255,048	286,776	32,614	234,722	267,336
Surplus/(deficit)		-	(382)	(382)	-	(3,499)	(3,499)
Accounting Adjustment		-	-	-	-	-	-
Net Surplus(deficit)		-	(382)	(382)	-	(3,499)	(3,499)

The income, expenditure and resulting net movement in funds arise from continuing operations. The charity has no recognised gains or losses other than the net movement in funds in the year.

THE CASTELNAU CENTRE PROJECT

BALANCE SHEET

31 MARCH 2025

	Notes	31/03/2025	31/03/2024
Current Assets:			
Debtors	2	39,585	26,967
Cash and cash equivalents		179,943	177,954
		219,528	204,921
Current Liabilities:			
Creditors	3	92,309	77,319
Net assets		£127,219	£127,602
Represented by:			
Restricted funds		-	-
Unrestricted funds		127,219	127,602
		£127,219	£127,602

For the year ending 31 March 2025, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.


The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.


The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Trustees on

10/12/2025
(insert date) and signed on their behalf by:


Philip Mead


Patrick Findlater

THE CASTELNAU CENTRE PROJECT

NOTES TO THE ACCOUNTS

FOR THE YEAR TO 31 MARCH 2025

1. ACCOUNTING POLICIES

Company information

The Castelnau Centre Project (03305114) is a charity and company limited by guarantee incorporated in England and Wales. The registered office is Castelnau Community Centre, 7 Stillingfleet Road, Barnes, London, SW13 9AQ.

a) Accounting Conventions

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice (SORP): Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The accounts are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The Castelnau Centre Project meets the definition of a public benefit entity under FRS 102.

These accounts for the year ended 31 March 2025 are prepared in accordance with FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland.

b) Funds structure

Unrestricted income funds comprise those funds which the Trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the Trustees, at their discretion, have created a fund for a specific purpose.

c) Income

All income is recognised once the charity has entitlement to the income, there is sufficient certainty or receipt and so it is probable that the income will be received, and the amount of income can be measured reliably.

d) Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of obligation can be measured reliably.

All expenditure is accounted for on an accruals basis.

2. DEBTORS

The debtors are estimated to be received within one year and comprise:

	31 Mar 2025	31 Mar 2024
Trade receivables	24,031	14,001
Other debtors	4,469	2,234
Prepayments	11,085	10,732
	39,585	26,967

3. CREDITORS

The Creditors are payable within one year

Trade payables	9,780	8,373
Deferred income	37,836	40,343
Other payables	1,140	952
Accruals	43,553	27,651
	92,309	77,319

4. DONATIONS INCOME

	<u>2025</u>			<u>2024</u>		
	Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
Holy Trinity Church	-	26,812	26,812	-	26,812	26,812
St Mary's Church	-	3,023	3,023	-	1,819	1,819
St Paul's School	-	13,067	13,067	-	1,598	1,598
Harrodian	-	2,000	2,000	-	3,911	3,911
Other donations	-	5,361	5,361	-	8,254	8,254
	-	50,263	50,263	-	42,394	42,394

5. GRANTS INCOME

	<u>2025</u>			<u>2024</u>		
	Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
Barnes Fund	-	49,077	49,077	-	46,433	46,433
Richmond Foundation	-	44,697	44,697	-	42,752	42,752
National Lottery Community Fund	31,728	-	31,728	32,614	-	32,614
Other grants	-	1,162	1,162	-	1,072	1,072
	31,728	94,936	126,664	32,614	90,257	122,871

6. CHARITABLE ACTIVITIES

	<u>2025</u>			<u>2024</u>		
	Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
Youth Service Contract	-	36,433	36,433	-	36,881	36,881
Community Cafe	-	6,320	6,320	-	5,101	5,101
Little Castles	-	4,488	4,488	-	3,740	3,740
Exercise Classes	-	2,660	2,660	-	2,966	2,966
Elders	-	2,580	2,580	-	2,024	2,024
Community Kids Club	-	-	-	-	-	-
Other charitable activities income	-	653	653	-	483	483
	-	53,134	53,134	-	51,195	51,195

7. BUILDING INCOME

	<u>2025</u>			<u>2024</u>		
	Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
Rent Income	-	52,596	52,596	-	46,748	46,748

8. CHARITABLE ACTIVITIES (DIRECT COSTS)

	<u>2025</u>			<u>2024</u>		
	Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
Youth Service Contract	-	4,195	4,195	-	5,086	5,086
Community Cafe	-	3,635	3,635	-	6,129	6,129
Little Castles	-	363	363	-	491	491
Exercise Classes	-	1,999	1,999	-	2,471	2,471
Elders	-	3,183	3,183	-	2,024	2,024
Community Kids Club	-	1,266	1,266	-	746	746
Community Internet	-	2,178	2,178	-	2,232	2,232
Adult Activities	1,000	284	1,284	1,990	964	2,954
Other activities	-	1,084	1,084	-	16	16
	1,000	18,187	19,187	1,990	20,159	20,149

9. BUILDING COSTS

	<u>2025</u>			<u>2024</u>		
	Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
Staff costs (Building)	-	22,800	22,800	-	21,573	21,573
Rent and rates	1,000	39,026	40,026	1,000	39,218	40,218
Cleaning	-	17,606	17,606	-	15,083	15,083
Utilities, security, refuse, lift	1,000	15,606	16,606	1,000	15,133	16,133
Repairs and maintenance	-	9,295	9,295	-	5,515	5,515
Insurance	-	2,958	2,958	-	2,200	2,200
Other professional fees	-	15,000	15,000	-	12,860	12,860
	2,000	122,291	124,291	2,000	111,582	113,582

10. OTHER CHARITABLE ACTIVITIES COSTS

	<u>2025</u>			<u>2024</u>		
	Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
Staff costs (Charitable activities)	28,028	99,198	127,226	27,924	91,483	119,407
Office costs	400	3,119	3,519	400	2,429	2,829
Insurance	-	2,209	2,209	-	2,107	2,107
Professional fees HR	-	979	979	-	1,017	1,017
Accountancy Fees	-	1,440	1,440	-	1,440	1,440
Staff training and recruitment	-	-	-	-	-	-
Sundry expenses	300	7,625	7,925	300	4,505	4,805
	28,728	114,570	143,298	28,624	102,981	131,605

