

**Canewdon Community Association and Village Hall**  
**Trustee's Annual Report**  
**(Apr 2024-Mar 2025)**

**1. Reference and Administration Details**

**Charity name:** Canewdon Community Association and Village Hall

**Alternative names:** The CCA

**Charity No:** 1076685

**Property Address:** Lambourne Hall Road, Canewdon, SS4 3PG

**Trustees:** Dot Locke (Chair), Michael Fuller (Treasurer), Ann Holmes, Penny Popham, Charlotte Fuller, Tamsin Collinge, Andrew Collinge, Lee Harrison, Jo Barwick, Carl Whalley, Layla Green, Anita Prior.

**2. Structure, Governance, and Management**

**Governance type:** Scheme

**How the charity is constituted:** Unincorporated Association

**Trustee selection methods:** Trustees are appointed or reappointed annually at the Annual General Meeting in April.

**Additional governance issues:** The trustees represent a wide section of the community as set out in the governing document, with representation from the Parish council, the church, and from groups associated with the hall. This has been steadily improving over the last 5 years from a position where the committee was struggling to recruit members. This has enabled the committee to work with other local groups to provide a range of services for the local community.

**3. Objects and Activities**

**Summary of the objects of the charity as set out in the governing document:** To promote the benefit of the inhabitants of the area of benefit (Canewdon Parish) without distinction of sex, or of political, religious or of other opinions in an effort to provide facilities in the interests of social welfare, including use for recreation and leisure-time occupation, and meetings, lectures, and classes, with the object of improving the conditions of life for the said inhabitants and the provision, maintenance, and management of a village hall to be used for (the purposes above).

**Summary of the main activities undertaken for the public benefit in relation to these objects:** We have worked with the local community to provide a space for activities for all age groups. We host regular meetings for toddler groups, dog owners, pensioners, fitness groups, and various religious groups. When considering the activities that are provided at the hall, the committee always refers to our governing document. These activities cater to a wide section of the local community.

**4. Achievements and performance**

**Summary of the main achievements of the charity during the year:** The committee have continued to work hard to upgrade the facilities at the hall, securing a grant to replace the kitchen and bar area. We have replaced the windows throughout the hall to protect from mould or damp issues and provide better insulation during the winter, and we have installed

new security posts to our field to better protect the site. We are pleased to have been able to use local contractors to complete all this work to a high standard. We have also received grants for a new PA system and for Cinema equipment, to be used in events for the residents.

The CCA have continued to find new ways to fundraise to invest in the Hall, so that it can be made fit for purpose going forward. We have started a 200 club for residents in March, which has already raised £600 for the hall. Once again, we held a village fete, which was enjoyed by many members of the community. We held fun day activities for children during the holidays, and a Halloween party, which was well attended. Our village Christmas card was once again a hit, with the proceeds supporting both ourselves and McMillan Cancer Trust as chosen by the winner.

## **5. Financial Review**

**Summary of financial reserves:** The committee has a policy to maintain a minimum of £15000 of unrestricted funds in reserves to ensure a year's worth of general expenses can be met in the event of unforeseen circumstances (like those around COVID-19). These currently amount to £21,472 of unrestricted funds, which covers more than the cost of charitable activities for the year, of which £15,049 are kept in the savings account to satisfy this policy. £25,111 are held in total reserves at the year end. The committee have spent money to upgrade and modernise the hall, as this is vital to its future viability.

**Details of funds materially in deficit:** Not applicable

## **6. Other optional information**

**Future plans:** We expect to invest money into upgrading the hall, so that it can continue to be of benefit to the local community for years to come. Our goal is to complete these renovations within the next 2-3 years. This year, we have plans to repair the groundworks at the hall, to ensure it can continue to be safely used. We plan to redecorate the main hall and committee room, and to purchase new chairs. We hope that these will provide a welcoming space for local residents to use going forward.

## **7. Declaration**

*Signature* \_\_\_\_\_

*Full name* \_\_\_\_\_

*Position* \_\_\_\_\_

*Date* \_\_\_\_\_

**CANEWDON COMMUNITY ASSOCIATION & VILLAGE HALL**  
**REGISTERED CHARITY NUMBER 1076685**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31ST MARCH 2025**

	Unrestricted £	2025 Restricted £	Total £	2024 Total £
<b>INCOME</b>				
Hall hire income	10,178		10,178	9,957
Government Grants		20,510	20,510	11,625
Other Grants and Donations		2,260	2,260	1,554
Fundraising Activities	6,540		6,540	4,055
Sundry Income	0		0	200
Savings interest	209		209	197
<b>Total value of Income</b>	<b>16,927</b>	<b>22,770</b>	<b>39,697</b>	<b>27,588</b>
<b>EXPENDITURE</b>				
<b>Charitable Activities</b>				
Repairs & maintenance	769		769	2,924
Cleaning & waste collection	3,410		3,410	2,639
Grass cutting	972		972	1,090
Gas & electricity	5,892	100	5,992	983
Insurance	2,164		2,164	2,100
Licences & fees	211		211	155
Administration and Sundries	433		433	72
Rates & water	468		468	553
Telecoms	529		529	0
	14,847	100	14,947	10,516
<b>Other Expenditure</b>				
PA System	0	309	309	
New windows	3,504		3,504	
Cinema Screen and projector	0	319	320	
Security Posts	145	174	320	
Kitchen Refurbishment	1,094	19,996	21,090	
Previous year total refurb costs				41,058
Costs of fundraising activities	1,321	300	1,621	1,677
Community Charity donations	860		860	158
<b>Total value of Expenditure</b>	<b>21,773</b>	<b>21,199</b>	<b>42,971</b>	<b>53,409</b>
<b>NET SURPLUS</b>	<b>-4,846</b>	<b>1,572</b>	<b>-3,274</b>	<b>-25,821</b>
<b>BALANCE BROUGHT FORWARD</b>	<b>26,318</b>	<b>2,068</b>	<b>28,386</b>	<b>54,207</b>
<b>BALANCE CARRIED FORWARD</b>	<b>21,472</b>	<b>3,639</b>	<b>25,111</b>	<b>28,386</b>

**CANEWDON COMMUNITY ASSOCIATION & VILLAGE HALL**  
**REGISTERED CHARITY NUMBER 1076685**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AT 31ST MARCH 2025**

	Unrestricted £	2025 Restricted £	Total £	2024 Total £
<b>CASH ASSETS</b>				
Cash at bank - Reserve account	15,049		15,049	14,840
Current account	6,118	3,639	9,757	13,546
Cash held - Petty cash	200		200	
Event float	105		105	
<b>Total value of Cash Assets</b>	<b>21,472</b>	<b>3,639</b>	<b>25,111</b>	<b>28,386</b>

**OTHER MONETARY ASSETS**

**Debtors**

Unpaid lettings	96	96
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**Liabilities**

Electricity bill to British Gas		1923
Independent Examination	120	120
Lettings paid in advance	126	126

**FIXED ASSETS RETAINED FOR USE**

Building  
Stage  
Tables and chairs  
Kitchen white goods  
Other equipment

Signed (Trustee 1): \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signed (Trustee 2): \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

*On behalf of all trustees of Canewdon Community Association and Village Hall*

**Independent Examiner's Report to the Trustees of  
Canewdon Community Association & Village Hall  
(registered charity number 1076685)**

I report to the trustees on my examination of the accounts of Canewdon Community Association & Village Hall (the Trust) for the year ended 31<sup>st</sup> March 2025.

**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 all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



B Lown BSc (hons) Accounting and Finance  
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13<sup>th</sup> November 2025