

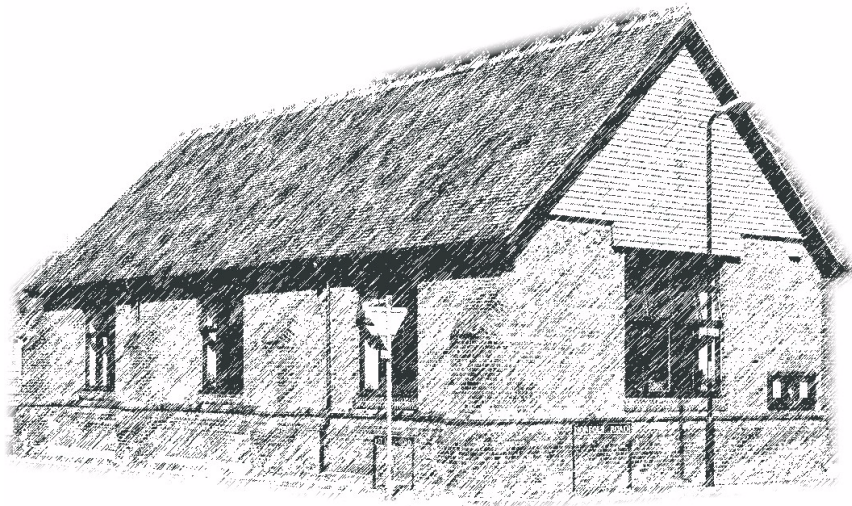
ST. LUKE'S COMMUNITY HALL, MAIDENHEAD
Registered Charity Number 1101943

REPORT AND FINANCIAL STATEMENTS

OF

THE TRUSTEES

for the year ended 31st December 2025



Chair of the Trustees:
Vacant

Honorary Treasurer:
Richard Burdett
30 Mallow Park, Maidenhead, SL6 6SQ

Bankers:
Lloyds Bank PLC
45 High Street, Maidenhead, SL6 1JS

Independent Examiner:
Robin M. Clutterham FCMA CGMA

www.stlukescommunityhall.co.uk

Trustees of St. Luke's Community Hall, Maidenhead

Annual Report for 2025

Object of Charity

The object of the charity is the provision and maintenance of a village hall for use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including use for:

- (a) meetings, lectures and classes, and
 - (b) other forms of recreation and leisure time occupation,
- with the object of improving the conditions of life for the inhabitants.

Management Committee:

The committee consists of three elected members:

- The Revd. Sally Lynch (until 6 August 2025)
- Mary Pennington
- James Ellins

Two members appointed by the Council of the Royal Borough of Windsor and Maidenhead:

- Clive Baskerville
- Jack Douglas

Two members appointed by users of the hall listed in the scheme:

- Jean Tyrwhitt-Drake (St Luke's Church)
- Nicola Cox (Client of Dartnell Dance Academy)

and two co-opted members

- Richard Burdett
- Philip Love

The members of the Management Committee are the trustees of the charity and are governed by a scheme issued by the Charity Commissioners dated 27th August 2002. Two trustees are appointed by the Council of the Royal Borough of Windsor and Maidenhead, three are elected at the Annual General Meeting and a further two are nominated by groups using the Hall

Meetings of the Management Committee:

The Annual General Meeting was held on 7th May 2025 and there were three Management Committee Meetings during the year.

The Revd. Sally Lynch was appointed as Chair
Richard Burdett was appointed as Treasurer
Pauline Love was appointed as Secretary
Tony Buckley is employed as Caretaker
Mary Sheaf-Jones is employed as Relief Caretaker
Ela Budzyn is employed as Cleaner

Summary of Investment Powers

The trustees have power to buy and sell assets, including property, shares and bonds, in the furtherance of the charity's objectives. In practice, however, the only significant asset is the Hall building.

Contribution of Volunteers

Although the trustees employ a part-time caretaker, relief caretaker, and cleaner, the successful operation of the Hall relies on significant unpaid contributions of time and talent by a number of people. These contributions cannot be given a financial value in these accounts, but are hereby acknowledged with thanks.

Review of the Year:

The Hall Management Committee has met on three occasions since the last Annual General Meeting.

Lettings for the Hall in 2025 fell slightly to 1658 chargeable hours (2024: 1800 hours) over 535 separate bookings. The fall was mainly due to Hartbeeps not continuing with Tuesday sessions after the end of October, and the Brett Foundation Coffee morning also stopping from the same time.

Income generated by these bookings more than covered our costs, and we increased cleaning by moving to a weekly two-hour cleaning session.

In addition to the usual servicing of the boiler and fire extinguishers we also had the fence which borders the north side of the site, and the gate to the access passageway on the east of the building replaced. We fitted a new PIR outside light for the parking area, re-bedded the step to the rear doors, and fitted a replacement baby changing station in the disabled person's toilet.

The Reverend Sally Lynch retired as Vicar of St Luke's Church at the end of July and also retired as a Trustee of the Hall. Philip Love as Vice Chair is currently chairing meetings of the Management Committee.

Our relief caretaker Mary Sheaf-Jones also retired with effect from the end of October and will be much missed by the hirers who knew her.

Our caretaker Tony Buckley, supported by other trustees, is able to ensure that most lettings, especially for non-regular users, have full caretaking support, which is a significant advantage we offer over some other Halls where users are issued with keys and are responsible for letting themselves in and locking up afterwards. Our cleaner, Ela Budzyn continues to ensure that hirers are greeted with a clean and tidy facility.

The management committee works efficiently and well in support of this valuable resource for our community.

Treasurer's Comments

Lettings income of £28,492 fell slightly from the 2024 figure of £30,286 due to the fall in chargeable hours. We did increase rates from £17.60 per hour to £18.00 per hour with effect from 1st April 2025. Interest on our accumulated reserves increased from £2,375 in 2024 to £2,633

Gas and electricity charges rose.

The increase in staff costs from £8,927 to £10,022 is mainly due to increasing the cleaning sessions from fortnightly to weekly.

Overall these changes led to a fall in the operating surplus to £11,991 (2024: £16,631), so that our Accumulated Reserves rose to £74,555 with a further £3,315 in Restricted Reserves, being the Joan Rowe legacy after deduction of the Thursday Teas letting charge for 2025.

Signed

A handwritten signature in black ink, appearing to read 'Richard Burdett', written over a horizontal line.

Richard Burdett
Hon Treasurer

24th January 2026

Independent Examiner's Report to the Trustees of St. Luke's Community Hall, Maidenhead

I report on the accounts of the Trust for the year ended 31st December 2025, which are set out on pages 4 to 6 of this document.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report


My examination was carried out in accordance with 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 presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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

I 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.



21 April 2026

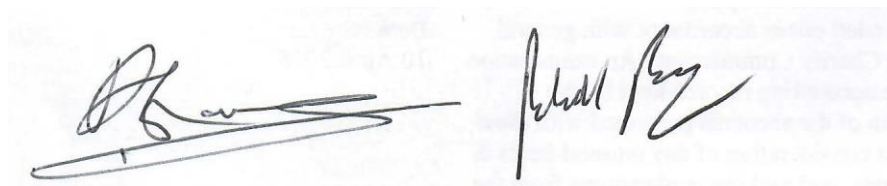
Robin M. Clutterham FCMA CGMA
42 Lockesfield Place
London
E14 3AH

Trustees of St. Luke's Community Hall, Maidenhead

Statement of Assets and Liabilities at 31st December 2025

	Note	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
		General	Designated			2025	2024
		£	£	£	£	£	£
Cash Funds							
Current Account	9	13,013	-	315	-	13,328	3,970
CCLA Deposit Account	9	61,442	-	3,000	-	64,442	61,809
Total Cash Funds		<u>74,455</u>	<u>-</u>	<u>3,315</u>	<u>-</u>	<u>77,770</u>	<u>65,779</u>
Other Monetary Assets		-	-	-	-	-	-
Investment Assets		-	-	-	-	-	-

Approved by the the Trustees of St Luke's Community Hall on 28th January 2026 and signed on their behalf by:-



Philip Love (Vice Chair)

Mr Richard Burdett (Honorary Treasurer)

Trustees of St. Luke's Community Hall, Maidenhead

Receipts and Payments Accounts for the year ended 31st December 2025

	Note	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
		General £	Designated £	£	£	2025 £	2024 £
Receipts							
Activities to further the charity's objectives		-	-	-	-	-	-
Activities to generate funds							
Lettings - Brownies	2	557	-	-	-	557	567
Lettings - Other	2	27,503	-	-	-	27,503	29,297
Lettings - Thursday Teas	2	432	-	(432)	-	-	-
Investment Income (Interest) Receipts		2,633	-	-	-	2,633	2,375
Sub Total		<u>31,125</u>	<u>-</u>	<u>(432)</u>	<u>-</u>	<u>30,693</u>	<u>32,239</u>
Other Receipts (not counted as "Gross Income")	3	100	-	-	-	100	-
Total Receipts		<u>31,225</u>	<u>-</u>	<u>(432)</u>	<u>-</u>	<u>30,793</u>	<u>32,239</u>
Payments							
Payments for generating funds		-	-	-	-	-	-
Charitable Payments		-	-	-	-	-	-
Charitable Activities							
Staff Costs	4	10,022	-	-	-	10,022	8,927
Insurance		1,341	-	-	-	1,341	1,313
Gas	5	2,145	-	-	-	2,145	1,834
Electricity	5	864	-	-	-	864	772
Water		661	-	-	-	661	481
Rates		253	-	-	-	253	94
Cleaning Materials/Repairs/Maintenance	6	1,185	-	-	-	1,185	1,953
New Fence on North Side of Site		1,932	-	-	-	1,932	-
Support Costs		-	-	-	-	-	-
Management and administration	7	299	-	-	-	299	146
Sub Total		<u>18,702</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>18,702</u>	<u>15,520</u>
Other Payments (not counted as "Expenditure")	8	100	-	-	-	100	88
Total Payments		<u>18,802</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>18,802</u>	<u>15,608</u>
Net of Receipts (Payments)		12,423	-	(432)	-	11,991	16,631
Cash balances brought forward at 1st January 2025		62,032	-	3,747	-	65,779	49,148
Cash balances carried forward at 31st December 2025		<u>74,455</u>	<u>-</u>	<u>3,315</u>	<u>-</u>	<u>77,770</u>	<u>65,779</u>

Trustees of St. Luke's Community Hall, Maidenhead

Notes to the financial statements for the year ended 31st December 2025

1 Accounting Policies

These Receipts and Payments accounts have been prepared in accordance with:

- Accounting standards;
- and with the Charities Act 2011

The charity has no investment assets.

Funds

General funds represent funds of the charity that are not subject to any restrictions regarding their use and are available for application to the general purposes of the charity. These include funds designated for a particular purpose by the trustees, although at 31st December 2025 there were no such funds.

The accounts include transactions, assets and liabilities for which the trustees of the charity can be held responsible in law.

Receipts

All receipts are recognised when received, except card payments for lettings made via PayPal which are only recognised when the corresponding event has taken place. This ensures funds are available in the PayPal account to permit a full refund if necessary.

Investment Income

Dividends and interest are accounted for when receivable.

Payments

All payments are accounted for when paid.

Assets and Liabilities

Cash Funds

The balances given are the closing balances of each account as at 31st December 2025, less cheques drawn or payments setup but not made, but plus credits relating to the year to 31st December 2025 not yet banked by that date.

Investments

Investments are valued at market value at year-end, although at 31st December 2025 there were no investment assets.

Assets Retained for the charity's own use.

The principal asset of the charity is the freehold of St Luke's Community Hall. Since the charity turnover is not large enough to require the preparation of accruals accounts, it is not necessary for the trustees to have a formal valuation of this fixed asset. The building was re-valued for insurance purposes in August 2012 and is insured for £1m rebuilding costs with an additional £50,000 of contents.

Liabilities

The charity had no known liabilities at 31st December 2025.

2 Lettings Income

The charity's main income comes from lettings charges. In 2025 £432 of these charges were provided by transfer from the Joan Rowe donation.

3 Other Receipts

The £100 of Other Receipts in 2024 was a cheque for Maidenhead Care that was accidentally credited to the St Luke's Community Hall account. The funds were transferred to Care and are shown under Other Payments (note 8).

4 Staff Costs

The charity employs two members of staff as caretaker and relief caretaker (retired 30 Sep 2025), and a further person as cleaner, none of whom earns more than £10,000 p.a. Staff salaries were increased by 5.1% in 2025

5 Gas & Electricity

We pay the standard variable rate tariffs but subject to the government price cap. Payment is by monthly direct debit at a fixed amount which was £212.59 for January – April 2025 and then £270.00 for the rest of the year. This resulted in a credit balance with Scottish Power of £818.79 at 31 December 2025 (£49.05 at 31 December 2024) which will have the effect of reducing our reported energy costs in 2026.

6 Cleaning Materials, Repairs and Maintenance

This includes £350 spent on a replacement baby changing station.

7 Management & Administration

This item covers the cost of the website, fees for PayPal payments processing, and a gift for our Independent Examiner.

8 Other Payments

This is the transfer of the £100 cheque for Maidenhead care banked in error to the St Luke's Community Hall account.

9 Cash Accounts

The charity operates a bank current account and a tax-free instant access deposit account with CCLA. Interest rates remained higher than in recent years and increased funds on deposit generated £2,633 interest vs. £2,375 in 2024.

The charity also has a PayPal account which is used to receive card payments for online bookings. Funds are transferred to the main bank account only after the corresponding letting has occurred. This means that if it does not happen, for any reason, then we can refund the fee paid.

At the end of December 2025, the balance in this account was £1,439.14 (2024: £646.47), all of which is for lettings booked for 2026.