



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	April	2023		31	March	2024

### Section A Reference and administration details

Charity name

Coulsdon Community Centre Association

Other names charity is known by

Registered charity number (if any)

1117130

Charity's principal address

Coulsdon Community Centre

Chipstead Valley Road

Coulsdon, Surrey.

Postcode

CR5 3BE

#### 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	Richard Lloyd	Chair		The AGM of the association
2	Paul Ford			
3	Steve North			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				

#### 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)**

Janice Pratley, part-time administrator, Coulsdon Community Centre

## 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 Annual General Meeting of the Association

**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.

## Section C Objectives and activities

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

Coulsdon Community Centre Association exists to manage the buildings and facilities of Coulsdon Community Centre for purposes of education, training, sport, recreation, arts, culture and community development.

Provision, management and development of good quality and flexible facilities for use by local community groups for arts, sport, educational, recreational and social activities

**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)**

The association is managed by volunteers, principally by the three trustees, supported by other elected committee members. And with the support of a paid part-time administrator who also manages the day-to-day affairs of the community centre related to lettings, cleaning, maintenance, utilities, accounts and so on.

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**

Given the cost of living crisis, we've done remarkably well over the year to 31 March 2024, returning a £16,000 surplus on the year to bolster our reserves. This has been achieved through a combination of increased hire fees, more user groups using more sessions, and bearing down on costs as far as possible. Taken together, this has allowed us to weather the Council's withdrawal of our £10K annual rent subsidy, and the meteoric rise in energy costs over the last three years. Having raised fees to all hirers in 2023 to help offset the rise in our costs, we raised them further in 2024. Happily, having successfully stabilised the financial situation, we've taken the decision that we will not raise hire fees further in 2025.

The upper hall south wall continues to suffer from unsightly damp ingress despite works carried out by the Council, and further rounds of redecoration by the Association. This intractable problem remains a focus, but unfortunately, with Croydon Council effectively bankrupt, persuading anyone to do anything about it has proved fruitless. The Kitchen too, has suffered from some damp problems owing to issues with the flat roof, and our cleaning and maintenance contractor, Sparkle, have worked on fixing those problems and redecorated the kitchen and servery. We've also had the front railings and gates redecorated, and all-new exterior signage, presenting a welcoming and professional face to the world, and to our many users and visitors.

In the latter part of the financial year we had (and are still having) issues with the Centre's central heating boilers breaking down. It's proved a trial to get these frequent faults dealt with by the Council. Lease negotiations with Croydon Council meanwhile, which we thought we had finalised in May 2023, have become stuck in a legal limbo between the council's solicitor and our own, over the exact format of the required legal paperwork. And inertia on the part of the Council. This has proved deeply frustrating. Nonetheless, the commitment remains that we will have a new, 25-year lease to follow on from the expiry of our current lease in March 2026. We now need to drive this through to completion, so that we can plan ahead with confidence.

Despite these many difficulties, we've seen quite a rise in usage, with several new groups starting to use the Centre for their activities and meetings, ranging from a new gymnastics club to another new church and a new pole fitness class. We also have a very healthy level of demand for parties, meetings and large cultural events, especially from the Asian community.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Association operates a modest reserve account. Monies from this account are periodically used to fund improvement projects agreed by the general committee of the Association.

Given the uncertain economic times however, high fluctuations in utility prices, our liabilities for redecoration under the terms of our lease, and the varying nature of our income, based on hire charges for the Centre (which cannot be guaranteed) we are planning to continue ringfencing a significant operational reserve against contingencies.

The amount will be agreed and reviewed quarterly by the general committee of the Association.

### 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.

## 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)	Richard Lloyd	
Full name(s)	Richard Lloyd	
Position (eg Secretary, Chair, etc)	Chairman and Trustee	
Date	02 January 2025	

**Coulsdon Community Centre**  
**Balance Sheet**  
**Year Ended 31 March 2024**

	<b>3/31/2024</b>	<b>3/31/2023</b>
Current account	22,264.10	20,035.45
Reserve account	161,725.85	147,757.05
Petty cash		0
	<hr/>	<hr/>
	183,989.95	167,792.50
Opening reserves	167,792.50	164,515.40
Surplus for the year	16,197.45	3,277.10
Closing reserves	<hr/>	<hr/>
	183,989.95	167,792.50

**Coulsdon Community Centre**  
**Year ended 31 March 2024**  
**Income and Expense Account**

**Income**

Letting Fees - regular  
Letting fees - one offs  
Lettings fees -small hires  
Bank Interest  
Grant rent

**Expenses**

Caretaking/ Cleaning  
Rates  
Rent  
Net admin  
Gas  
Electricity  
Water Rates  
Insurance  
Postage & Stationery  
Skips  
Refuse  
Consumables  
Equipment / furnishings  
Broadband  
Plumber  
Electrician  
Maintenance  
Repairs and decoration  
Gardening  
Website  
Licences  
Locksmith  
Legal re lease  
Redevelopment plan  
Sundries

**Surplus after operating costs**

## Year ended 31 March 2024

## Year ended 31 March 2023

75,652.63

65,293.50

3,984.25

5,063.50

1,943.50

718.00

1,468.80

335.21

7,125.00

83,049.18

78,535.21

11,469.12

8,265.78

446.23

10,000.00

9,460.00

11,896.92

11,314.79

10,993.94

4,395.99

7,203.41

11,355.08

603.20

650.99

401.00

446.02

137.71

217.05

432.00

2,454.18

2,284.56

1,307.82

1,535.93

719.68

1,259.55

343.08

337.43

220.00

3,365.00

990.00

4,893.84

2,942.41

2,351.35

420.00

3,588.06

600.00

1,287.75

233.70

516.25

79.99

198.67

1,327.26

244.70

1,755.00

6,600.00

307.08

66,851.73

257.32

75,258.11

16,197.45

3,277.10





# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

**Report to the trustees/  
members of**

Coulsdon Community Centre Association

**On accounts for the year  
ended**

31 March 2024

**Charity no  
(if any)**

1117130

**Set out on pages**

No additional sheets

(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed. It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

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 I do not express an audit opinion on the accounts.

**Independent  
examiner's statement**

In the course of my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
  - proper accounting records are kept (in accordance with section 41 of the Act); and
  - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, 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:**

CAVines

**Date:**

22/11/2024

**Name:**

Catherine Vines

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

Institute of Chartered Accountants England and Wales  
Membership 9136617

**Address:**

5 Mariette Way Wallington Surrey SM6 9NL

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose.**