

Charity number: 1129153



BOARD OF TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

SIDNEY WEST CENTRE CHARITY

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2025**

Board of Trustees

Christine Cherry

Nick Ellis

Anne Eves

Diane Heckles

Simon Hicks – Chairman

Stephen Laing

Tofojjul Hussain

Charity registered number

1129153.

Principal office

96 Church Walk, Burgess Hill, West Sussex, RH15 9AS.

Financial Report prepared by:

Burgess Hill Town Council, 96 Church Walk, Burgess Hill, RH15 0LA.

Auditors

Mulberry & Co Chartered Certified Accountants & Chartered Tax Advisers. Eastgate House, Dogflud Way, Farnham, Surrey GU9 7UD

Bankers

National Westminster Bank, Haywards Heath.

BOARD OF TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2025

The Board of Trustees submit their annual report and the financial statements of the Sidney West Centre Charity (the Charity) for the year ended 31 March 2024. The Board of Trustees confirm the annual report and financial statements of the Charity comply with current statutory requirements, the requirements of the Charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The Charity is governed by a Memorandum and Articles of Association, dated 31 October 2008, and is a registered Charity number 1129153.

Method of Appointment or Election of Board of Trustees

The management of the Charity is the responsibility of the Board of Trustees, which is elected under the terms of the Memorandum and Articles of Association.

Organisational Structure and Decision Making

The Board of Trustees meets quarterly and makes the main decisions regarding the business of the Charity. It delegates the day to day running of the Community Centre to Burgess Hill Town Council.

Risk Management

The Board of Trustees has assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and is satisfied that systems are in place to mitigate its exposure to the major risks.

OBJECTIVES AND ACTIVITIES

Policies and Objectives

The principal objects of the Charity are to promote the benefit of the inhabitants of Burgess Hill in the County of West Sussex and to establish, maintain and manage a Community Centre.

There have been no changes to the objects in the last year.

ACHIEVEMENTS AND PERFORMANCE

Review of Activities

The Charity continues to be a well-used facility from fitness, martial arts and children's party hirers through to being the local area's family safeguarding location.

Financial results for the year shows a surplus of £5,509

Investment policy and Performance

Net Current Assets remain strong at £79k (£74k prior year), and, where possible, funds have been placed on long term deposits with established high street banks and building societies.

Related third party transactions

During the year under review, the Charity was charged £16,200 by Burgess Hill Town Council for Management Fees. This is shown in the accounts under note 3 "Resources Expended". At the year-end date, the town council held £55,267 of the charity's funds.

FINANCIAL REVIEW

Reserves Policy

It is the policy of the Charity to maintain a Sinking Fund for the long-term future repair and replacement of major items of expenditure. Currently, 50% of the annual surplus, if any, is transferred each year to the Sinking Fund.

Principal Income

The Charity's principal income is derived from hiring out the facilities at the Community Centre.

PLANS FOR THE FUTURE

The Charity will continue to hire-out the facility to local groups and individuals.

This report was approved by the Board of Trustees on 22/9/2025 and signed on their behalf by:



Chairperson
Simon Hicks

STATEMENT OF FINANCIAL ACTIVITIES
(incorporating income and expenditure account)
FOR THE YEAR ENDED 31 MARCH 2025

	Note	Total funds 2024/25	Total funds 2023/24
INCOMING RESOURCES		£	£
Income from the hire of facilities	2	57,257	51,251
Interest earned		2,748	2,192
TOTAL INCOMING RESOURCES		<u>60,005</u>	<u>53,443</u>
RESOURCES EXPENDED			
Running Costs	3	38,296	44,101
Management Fee		16,200	16,200
TOTAL RESOURCES EXPENDED		<u>54,496</u>	<u>60,301</u>
NET INCOME / (EXPENDITURE)		5,509	(6,858)
TOTAL FUNDS AT 1 APRIL 2024		73,501	80,359
TOTAL FUNDS AT 31 MARCH 2025		<u>79,010</u>	<u>73,501</u>

All funds are unrestricted

The notes on pages 6 to 7 form part of these financial statements.

BALANCE SHEET AS AT 31 MARCH 2024

		2024/25	2023/24
CURRENT ASSETS		£	£
Debtors & prepayments	4	3,477	6,113
Cash at bank		43,251	24,338
Intra Account (BHTC-Net)		55,267	88,498
Total Current Assets		101,995	118,949
Creditors: amounts falling within 1 year		1,477	2,950
Accruals and Advance income	5	21,508	42,498
Total Current Liabilities		22,985	45,448
NET CURRENT ASSETS		79,010	73,501
TOTAL NET ASSETS		79,010	73,501
CHARITY FUNDS			
General Funds	6	20,470	17,716
Designated Funds	6	58,540	55,785
TOTAL FUNDS		79,010	73,501

These financial statements were approved by the Board of Trustees on 11 / 10 / 2025 and signed on their behalf by:



Chairperson
Simon Hicks



Graham Fairbairn, Finance Manager

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, with the exception of investments (if applicable) which are included at market value, and in accordance with the Financial Reporting Standard (section 1A of FRS 102). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005 and applicable accounting standards.

1.2 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Board of Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds are unrestricted funds which have been set aside by the Board of Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements. To change the purpose for which a designated fund has been set-up, must be approved by the Board of Trustees.

Restricted funds (if applicable) are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses, if identifiable, are allocated to the appropriate fund.

1.3 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Gifts in kind donated for distribution (if any) are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale (if any) are included as income when they are sold.

1.4 Resources expended

All expenditure is accounted for on an accruals basis.

1.5 Tangible fixed assets and depreciation

There are no tangible fixed assets or depreciation.

1.6 Staff and Trustees' costs

There are no staff or Trustees' costs.

1.7 Pension Commitments

There are no pension commitments.

	2024/25	2023/24
2. INCOMING RESOURCES		
	£	£
Ad-hoc hirers	4,000	2,509
Regular hirers	53,257	48,742
Total income	57,257	51,251
3. RESOURCES EXPENDED		
Audit, Legal, Misc	510	614
Cleaning	10,592	9,638
Electric	2,332	4,089
Gas	5,454	6,262
Insurance	1,098	989
Maintenance/Repairs/Renewals*	14,268	18,640
Management Fees	16,200	16,200
Planting	1,101	1,092
Security*	1,824	1,660
Waste Management	176	160
Water/Sewage	941	957
Total Resources Expended	54,496	60,301
*2023/24 - £398 reallocated from Maintenance to Security		
4. DEBTORS		
Prepayments	135	603
Sales Ledger	3,342	5,447
Accrued Income	0	63
Total Debtors	3,477	6,113
5. ACCRUALS AND ADVANCE INCOME		
Accruals	1,404	888
Advance Income	20,103	41,610
Total Accruals and Advance Income	21,507	42,498
6. CHARITY FUNDS		
General Funds		
Funds B/Fwd 01/04/2024	17,716	24,574
Incoming Resources	5,509	(6,858)
Transfers out	(£2,755)	0
Total General Funds 31/03/2025	20,470	17,716
Designated Funds		
a.Sinking Fund		
Funds B/Fwd 01/04/2024	55,785	55,785
Transfers in	2,755	0
Total Sinking Fund 31/03/2025	58,540	55,785
Total Charity Funds as at 31/03/2025	79,010	73,501

Independent Examiner's Report to the trustees of Sidney West Centre Charity

I report to the trustees on my examination of the accounts of the Sidney West Centre Charity (the Charity) for the year ended 31st March 2025.

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(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 Charities Act 2011
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

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 presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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 next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - a. to keep accounting records in accordance with section 130 of the 2011 Act and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act
 - c. 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



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