

THE YEWS (HAYWARDS HEATH) COMMUNITY PARTNERSHIP

England & Wales · Charity number 1144700

Details

Status Registered

Legal form Charitable company

Company number [07635719](#)

Registered 2011-11-17

Register [View on the Charity Commission register](#)

Contact

Address The Yews
55 Boltro Road
Haywards Heath
West Sussex
RH16 1BJ

Phone 01444412367

Email yews@theyewscentre.org.uk

Website www.theyewscentre.org.uk

Activities

Objects: THE CHARITY'S OBJECTS ('OBJECTS') ARE SPECIFICALLY RESTRICTED TO THE FOLLOWING:4.1 TO PROMOTE THE BENEFIT OF THE INHABITANTS WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, AGE, DISABILITY, NATIONALITY, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, BY ASSOCIATING TOGETHER THE SAID INHABITANTS AND THE STATUTORY AUTHORITIES, 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 OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS;4.2 TO ESTABLISH, OR SECURE THE ESTABLISHMENT OF, A COMMUNITY CENTRE AND TO MAINTAIN AND MANAGE THE SAME (WHETHER ALONE OR IN CO-OPERATION WITH ANY STATUTORY AUTHORITY OR OTHER PERSON OR BODY) IN FURTHERANCE OF THE OBJECTS;4.3 TO PROMOTE SUCH OTHER CHARITABLE PURPOSES AS MAY FROM TIME TO TIME BE DETERMINED.THE CHARITY SHALL BE NON-PARTY IN POLITICS AND NON-SECTARIAN IN RELIGION. THE AREA OF BENEFIT SHALL BE HAYWARDS HEATH AND THE NEIGHBOURHOOD TOGETHER DEFINED BY HAYWARDS HEATH & SURROUNDING PARISHES.

Activities: The Community Partnership maintains & operates The Yews, a Community Building (the 1st community asset transfer in West Sussex) which is open to the community & is already home to many community groups. Our charitable objects include advancing education & providing facilities in the interests of social welfare & community benefit.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** HAYWARDS HEATH & SURROUNDING PARISHES.
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£71,796	£66,087	-	-
2024-03-31	£63,722	£60,328	-	-
2023-03-31	£60,934	£53,612	-	-
2022-03-31	£41,418	£78,975	-	-
2021-03-31	£51,186	£48,500	-	-

Trustees

Name	Role	Appointed
Dr MALCOLM HULATT	Chair	2013-12-23
Christopher White		2025-09-01
Dr Richard Charles Hornby		2022-07-21
John Sabin		2024-09-01
Mohammed Abdul Bashar		2024-09-01
Richard Astley Sandys-Renton		2024-09-01
TIMOTHY MARTIN FRASER		2015-10-29

THE YEWS (HAYWARDS HEATH) COMMUNITY PARTNERSHIP

England & Wales - Charity number 1144700

Accounts

**The Yews (Haywards Heath) Community Partnership
A Charitable Social Enterprise**

**TRUSTEES' ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED
31ST MARCH 2025**



Registered Charity No. 1144700
Company Registration No. 07635719

The Yews (Haywards Heath) Community Partnership

TRUSTEES' ANNUAL REPORT

PERIOD ENDED 31 MARCH 2025

LEGAL AND ADMINISTRATIVE DETAILS

The Partnership was first registered as a Charity on 17th November 2011
Charity Commission Registration Number is 1144700. Company Ltd by Guarantee Number 07635719

Registered address	The Yews 55 Boltro Road Haywards Heath West Sussex RH16 1BJ
Trustees serving during the year	Malcolm Hulatt (Chairman) Timothy Fraser Richard Hornby Mohammed Bashar (appointed 1 September 2024) John Sabin (appointed 1 September 2024) Richard Sandys-Renton (appointed 1 September 2024) Ian Sanderson (resigned 1 September 2024) Susan Darnell (resigned 1 September 2024) Colin Darnell (resigned 1 September 2024)
Bankers	Barclays Bank PLC 77 South Road Haywards Heath RH16 4LB
Independent Examiner	Eric Bassett

1. Governing Document

The organisation is a charitable company limited by guarantee, incorporated in 2011. The company was established on 16th May 2011 under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. It is registered as a charity with the Charity Commission. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

The Yews (Haywards Heath) Community Partnership has adopted the model Memorandum and Articles of Association from Community Matters, a charity that champions voluntary and community action at neighbourhood level.

The directors of the company are also charity trustees for the purposes of charity law, and under the company's Articles, are known as members of the Board of Directors.

Aims and activities of the Charity

The objectives of the Charity are:

- a. to promote the benefit of the inhabitants of Haywards Heath and the neighbourhood without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory authorities, 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 occupation with the object of improving the conditions of life for the said inhabitants;
- b. to establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the Objects;
- c. to promote such other charitable purposes as may from time to time be determined

The main activity of the Charity is the running of the Yews Centre in Haywards Heath and the promotion of those groups who use the Centre's facilities.

2. Public Benefit

The Trustees consider that the Charity's activities reflect our aims and objectives and that they are designed to provide accessible accommodation to benefit the public in accordance with our charitable objectives.

3. Achievements and Performance

The year under review saw a continued increase in occupancy to pre-pandemic levels after the enforced closure and effects of Covid-19. Room hire revenues have also increased compared with the prior year although a proportion of this increase is due to price inflation.

Our office staff continue to do an excellent job in responding to the needs of our regular users and in attracting a number of new occupants over the course of the year.

The increase in income has allowed us increase our investment in maintaining and upgrading the Yews facilities (including: improved insulation and new furnishings in counselling rooms) and in productivity gains in our operations, including introducing cloud storage for our operations and a new online booking system which allows our users to make their own bookings directly.

Three longstanding trustees retired after many years involvement with the Yews and we thank them for their contributions. We welcomed three new trustees who bring new dynamism and skill sets to the board

4. Risk Management

The Charity's Directors have conducted a review of the major risks to which the Charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity might face. The main risk is in our ability to find new trustees and volunteers to support the charity and this is being addressed.

Procedures and policies have been implemented to meet the requirements of the General Data Protection Act.

Internal control risks have been minimised by the implementation of sub-committee structures with responsibilities for transactions and projects. Procedures are in place to ensure compliance with Health and Safety regulations and requirements. Such procedures are reviewed regularly.

5. Organisational Structure

The Board of Directors administers the Charity. The Board meets regularly, as required, with sub committees covering such areas as maintenance, health and safety, and other ad hoc matters as necessary. The day to day activities of the Charity are managed by two part time office managers. The managers carry out certain delegated operational authorities within terms agreed by the Directors.

6. Financial Review

Throughout the year the Board of Directors has reviewed the activities of the Charity in the light of its Business Plan and the Budget set by the directors at commencement of the year.

7. Principal Funding Sources

The Charity's principal source of funding is the charges it levies for the use of the Yews premises, augmented by local authority grants and public donations from individuals and organisations.

8. Reserves Policy

The charity is mindful of the building under its charge and the uncertainty of its future income. In line with its responsibilities it has specific reserves totalling £38,000 (2023 £32,900) and, as mentioned above, intends to keep its reserve strategy under regular review.

9. Future Plans

The Board intends to pursue our mission statement: *To manage and develop a financially sustainable, inclusive community hub for the people of Haywards Heath and surrounding area by way of providing facilities for the local voluntary, not for profit, and commercial sectors.*

We will also continue to work to maintain and enhance the facilities on offer at the Yews while, balancing this with the need to replenish our reserves.

The Yews financial position is, nevertheless, stable and the trustees are confident that the Partnership is financially secure for the foreseeable future.

10. Statement of Directors/Trustees Responsibilities

Company law requires the Directors/Trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charitable company at the balance sheet date and its financial activities for that period. In preparing those financial statements, the Board is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and

- prepare the financial statements on the 'going concern basis' unless it is inappropriate to presume that the charity will continue in operational existence.

The Directors/Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Board of Directors is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors/Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out in page 2.



Malcolm Hulatt
Chairman

The Yews (Haywards Heath) Community Partnership

Financial Statement

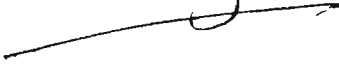
Period to 31st March 2025

This financial statement has been prepared in accordance with the Companies Act 2006 and the Statement of Recommended Practice issued by the Charities Commission in March 2005.

The Directors acknowledge their responsibility for:

- a. Ensuring that the company keeps accounting records which comply with section 386 of the Act.
- b. Preparing accounts which give a true and fair view of the state of affairs of the company at 31st March 2025, and of its income and expenditure for the year then ended in accordance with section 393(1), and otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

Approved by the Directors/Trustees on

23rd July 2025


And signed on their behalf by



Malcolm Hulatt
Chairman

Independent Examiner's report to the Directors/Trustees of the Yews (Haywards Heath) Community Partnership

I report on the accounts of the Yews (Haywards Heath) Community Partnership for the period ending 31st March 2025, as set out hereunder.

Respective responsibilities of the Directors/Trustees and Examiner:

As the charity's Directors/Trustees you are responsible for the preparation of the accounts; you consider the audit requirements of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of the procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of the Independent Examiner's report:

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 for you as Directors/Trustees concerning any such matters. The procedures taken do not provide all the evidence required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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 requirement to keep accounting records in accordance with section 41 of the Act, to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act 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.



Eric Bassett
90 Sunnywood Drive,
Haywards Heath,
RH16 4PB

2025

The Yews (Haywards Heath) Community Partnership
STATEMENT OF FINANCIAL ACTIVITIES (SOFA)
YEAR ENDED 31ST MARCH 2025

		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		YEAR ENDED	YEAR END	YEAR ENDED	YEAR ENDED
		31 ST March 2025	31 ST March 2025	31 ST March 2025	31 ST March 2024
		£	£	£	£
<u>General Fund</u>	Notes				
<u>Income</u>					
Room hire	4	68,811		68,811	58,426
Grants		0		0	250
Donations Received	9	1,728		1,728	2,859
Investment income		788		788	599
Fund Raising		469		469	1,588
<u>Total income</u>		71,796	0	71,796	63,722
<u>Expenses</u>					
Staff Costs	3	35,678		35,678	31,704
Cleaning & cleaning supplies		5,101		5,101	5,316
Other supplies & Miscellaneous items		2,274		2,274	1,916
Insurance and Licences		1,785		1,785	1,849
Water, sewage & refuse		1,413		1,413	1,207
Gas and Electricity		6,381		6,381	9,900
Equipment Servicing		1,678		1,678	2,079
Telephone & internet		1,237		1,237	1,065
Repairs & renewals		4,975		4,975	1,628
Stationery		361		361	380
Fundraising Costs		161		161	58
Donations Made		0	100	100	100
Contingency Provision		0		0	-98
Structural Projects		5,043		5,043	3,424
<u>Total expenses</u>		65,877	100	65,977	60,428
Increase (Reduction) in General Fund		5,709		5,699	3,394
Transfer (to)/From General Reserve		0		0	(1,000)
Transfer (to)/From Capital Spending Reserve		(4,100)			100
				(4,100)	
Transfer (to)/From G. Cloake Memorial Reserve		0		0	0
Transfer (to)/From Dilapidations Reserve		(1000)			(1,000)
				(1,000)	
Transfer (to)/From FOY Reserve (Restricted)		0	100	100	100
Net Increase (Reduction) in General Fund		709	(100)	709	1,394
General Fund brought forward		3,424	0	3,424	2,034
General Fund carried forward		4,133	(100)	4,033	3,424

The Yews (Haywards Heath Community Partnership)
STATEMENT OF FINANCIAL ACTIVITIES (SOFA)
YEAR ENDED 31ST MARCH 2025

Other Reserves

RESTRICTED FUNDS

	Notes	Restricted Funds YEAR ENDED 31 st March 2025	Restricted Funds YEAR ENDED 31 st March 2024
		£	£
<u>Friends of Yews Reserve</u>			
Reserve brought forward		13,990	14,090
Transfer From/(To) General Fund		(100)	(100)
Reserve Carried Forward		13,890	13,990

		Unrestricted Funds YEAR ENDED 31 st March 2025	Unrestricted Funds YEAR ENDED 31 st March 2024
		£	£

UNRESTRICTED FUNDS

Capital Spending Reserve

	7		
Reserve brought forward		5,900	6,000
Transfer From/(To) General Fund		4,100	-100
Reserve Carried Forward		10,000	5,900

G Cloake Legacy Reserve

Reserve Brought Forward		4,000	4,000
Transfer From/(To) General Fund		0	0
Reserve Carried Forward		4,000	4,000

General Reserve

Reserve brought forward		11,000	10,000
Transfer From/(To) General Fund		0	1,000
Reserve Carried Forward		11,000	11,000

Dilapidation Reserve

	6		
Reserve brought forward		12,000	11,000
Transfer From/(To) General Fund		1,000	1,000
Reserve Carried Forward		13,000	12,000

The Yews (Haywards Heath) Community Partnership

BALANCE SHEET

AT MARCH 31ST 2025

		12 month PERIOD ENDED 31 st March 2025		12 month PERIOD ENDED 31 st March 2024	
	Notes	£	£	£	£
Fixed Assets			0		0
Tangible assets			0		0
Investments			0		0
Current Assets					
Debtors: Room Hire	4	2,386		2,135	
Debtors: Accrued income	4	2,841		3,609	
Cash at bank and in hand		66,496		55,521	
		<u>71,723</u>		<u>61,265</u>	
Creditors: amounts falling due within one year	5	<u>(15,800)</u>		<u>(10,951)</u>	
Net Current Assets			<u>55,923</u>		<u>50,314</u>
Net Assets			<u>55,923</u>		<u>50,314</u>
Represented by:					
Restricted Funds	9				
Friends of Yews Reserve			13,890		13,990
Unrestricted Funds					
General Fund			4,033		3,424
G Cloake Legacy Reserve			4,000		4,000
Capital Spending Reserve			10,000		5,900
Dilapidation Reserve			13,000		12,000
General Reserve			11,000		11,000
Total Funds			<u>55,923</u>		<u>50,314</u>

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No member have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

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

The accounts have been prepared in accordance with the micro-entity provisions.

Approved by the Directors/Trustees on
and signed on their behalf by:

2025

Malcolm Hulatt
Chairman

Notes to the accounts

1. Accounting policies

In preparing the accounts the following accounting policies have been complied with:

- a) The accounts have been prepared on the historic cost convention with the exception that investments are valued at market value. The accounts are in accordance with applicable accounting standards, the Charities SORP 2005 (Accounting and Reporting by Charities) and comply with the Charities (Accounts and Reports) Regulations 2005 issued under the Charities Act 1993
- b) Investment income is recorded when receivable.
- c) The value of any voluntary help received is not included in the accounts but is described in the Trustees annual report.
- d) Other expenditure is included in the accounts on an accruals basis. Irrecoverable VAT is charged to the SOFA as incurred.
- f) Incoming resources from fundraising and related fundraising costs are reported gross in the SOFA.

2. Taxation

The Yews (Haywards Heath) Community Partnership is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

3. Analysis of employee costs:

	2024/25	2023/24
	£	£
Salaries	34,211	30,419
Social Security Costs	0	0
Pension Costs	1,467	1,285
Total	35,678	31,704

No employee received emoluments of over £60,000 during the year.

The average number of full-time equivalent employees for the year was 1.14 (2024 – 1.14), represented by two part time staff employed as development and administrative managers throughout the year.

4. Analysis of debtors

The room hire debtor figure is for room hire charges invoiced but not yet paid. Accrued income represents room hire bookings unbilled at the year end.

5. Analysis of creditors

The creditor figure is made up as follows:

	2024/25	2023/24
	£	£
Accrual for trade creditors.	6,565	6,297
Refundable deposits received	0	0
Deferred revenue	9,235	4,654
Total	15,800	10,951

6. Dilapidation Reserve

The dilapidation reserve is to provide for the obligations of making good dilapidations to the Yews building, such as external decoration.

7. Capital Spending Reserve

These are amounts committed but where work is not yet completed and for which no invoice has yet been received.

8. Restricted funds

The partnership received a donation during 2019 from the Friends of the Yews (FOY) with the stipulation that a part of this donation should be allocated specifically for the benefit of the Yews' charitable users. At the beginning of the current financial year £13,990 of the restricted amount remained and a further £100 donation was made during year.

9. Related party transactions

During the year, none of the Trustees were paid any remuneration by the charity. One Trustee made purchases totalling £2,432 for room hire. This was charged at standard arm's length rate. Out of pocket expenses of £1,501 and £29 were incurred by and reimbursed to a further 2 Trustees.

10. Grants and donations

The Yews is grateful to a number of individuals, organisations and groups, including the following, for their financial support during the year.

Haywards Heath Masons

Other anonymous donors and legacies

THE YEWS (HAYWARDS HEATH) COMMUNITY PARTNERSHIP

England & Wales - Charity number 1144700

Accounts

The Yews (Haywards Heath) Community Partnership
A Charitable Social Enterprise

**TRUSTEES' ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED
31ST MARCH 2024**



Registered Charity No. 1144700
Company Registration No. 07635719

The Yews (Haywards Heath) Community Partnership

TRUSTEES' ANNUAL REPORT

PERIOD ENDED 31 MARCH 2024

LEGAL AND ADMINISTRATIVE DETAILS

The Partnership was first registered as a Charity on 17th November 2011
Charity Commission Registration Number is 1144700. Company Ltd by Guarantee Number 07635719

Registered address	The Yews 55 Boltro Road Haywards Heath West Sussex RH16 1BJ
Trustees	Malcolm Hulatt (Chairman) Ian Sanderson Susan Darnell Timothy Fraser Colin Darnell Richard Hornby
Hon President	Position vacant
Bankers	Barclays Bank PLC 77 South Road Haywards Heath RH16 4LB
Independent Examiner	Eric Bassett

1. Governing Document

The organisation is a charitable company limited by guarantee, incorporated in 2011. The company was established on 16th May 2011 under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. It is registered as a charity with the Charity Commission. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

The Yews (Haywards Heath) Community Partnership has adopted the model Memorandum and Articles of Association from Community Matters, a charity that champions voluntary and community action at neighbourhood level.

The directors of the company are also charity trustees for the purposes of charity law, and under the company's Articles, are known as members of the Board of Directors.

Aims and activities of the Charity

The objectives of the Charity are:

- a. to promote the benefit of the inhabitants of Haywards Heath and the neighbourhood without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory authorities, 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 occupation with the object of improving the conditions of life for the said inhabitants;
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The main activity of the Charity is the running of the Yews Centre in Haywards Heath and the promotion of those groups who use the Centre's facilities.

2. Public Benefit

The Trustees consider that the Charity's activities reflect our aims and objectives and that they are designed to provide accessible accommodation to benefit the public in accordance with our charitable objectives.

3. Achievements and Performance

The year under review saw a continued recovery after the enforced closure and effects of Covid-19. Occupancy levels have almost returned to pre-pandemic levels. Room hire revenues have increased compared with the prior year although a significant proportion of this increase is due to price inflation .

Our office staff continue to do an excellent job in responding to the needs of our regular users and in attracting a number of new occupants over the course of the year. We are hopeful this trend will continue in the coming year.

Inflationary pressure has significantly increased the costs of operating the Yews. Despite the increased revenue and continued control of our discretionary expenditure on capital projects, there was no significant increase in our cash reserves. We cannot continue to defer major maintenance and improvement work indefinitely and we will need to address this in the coming year through seeking efficiency gains and increasing our income through a combination of increased room hire revenue.

4. Risk Management

The Charity's Directors have conducted a review of the major risks to which the Charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity might face. The main risk is in our ability to find new trustees and volunteers to support the charity and this is being addressed.

Procedures and policies have been implemented to meet the requirements of the General Data Protection Act.

Internal control risks have been minimised by the implementation of sub-committee structures with responsibilities for transactions and projects. Procedures are in place to ensure compliance with Health and Safety regulations and requirements. Such procedures are reviewed regularly.

5. Organisational Structure

The Board of Directors administers the Charity. The Board meets regularly, as required, with sub committees covering such areas as maintenance, health and safety, and other ad hoc matters as necessary. The day to day activities of the Charity are managed by two part time office managers. The managers carry out certain delegated operational authorities within terms agreed by the Directors.

6. Financial Review

Throughout the year the Board of Directors has reviewed the activities of the Charity in the light of its Business Plan and the Budget set by the directors at commencement of the year.

7. Principal Funding Sources

The Charity's principal source of funding is the charges it levies for the use of the Yews premises, augmented by local authority grants and public donations from individuals and organisations.

8. Reserves Policy

The charity is mindful of the building under its charge and the uncertainty of its future income. In line with its responsibilities it has specific reserves totalling £32,900 (2023 £31,000) and, as mentioned above, intends to keep its reserve strategy under regular review.

9. Future Plans

The Board intends, in conjunction with its business plan and budget, to maintain its concept of the service it would like to deliver to the community and the enhancement to the Yews premises necessary to meet that challenge. We will also continue to work to maintain and enhance the facilities on offer at the Yews while, balancing this with the need to replenish our reserves.

The Yews financial position is, nevertheless, stable and the trustees are confident that the Partnership is financially secure for the foreseeable future.

10. Statement of Directors/Trustees Responsibilities

Company law requires the Directors/Trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charitable company at the balance sheet date and its financial activities for that period. In preparing those financial statements, the Board is required to:

- select suitable accounting policies and then apply them consistently;
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- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the 'going concern basis' unless it is inappropriate to presume that the charity will continue in operational existence.

The Directors/Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Board of Directors is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors/Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out in page 2.

A handwritten signature in black ink, appearing to read 'm Hulatt', with a stylized flourish at the end.

Malcolm Hulatt
Chairman

The Yews (Haywards Heath) Community Partnership

Financial Statement

Period to 31st March 2024

This financial statement has been prepared in accordance with the Companies Act 2006 and the Statement of Recommended Practice issued by the Charities Commission in March 2005.

The Directors acknowledge their responsibility for:

- a. Ensuring that the company keeps accounting records which comply with section 386 of the Act.
- b. Preparing accounts which give a true and fair view of the state of affairs of the company at 31st March 2022, and of its income and expenditure for the year then ended in accordance with section 393(1), and otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

Approved by the Directors/Trustees on

18 July

2024.

And signed on their behalf by



Malcolm Hulatt
Chairman

Independent Examiner's report to the Directors/Trustees of the Yews (Haywards Heath) Community Partnership

I report on the accounts of the Yews (Haywards Heath) Community Partnership for the period ending 31st March 2023, as set out hereunder.

Respective responsibilities of the Directors/Trustees and Examiner:

As the charity's Directors/Trustees you are responsible for the preparation of the accounts; you consider the audit requirements of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of the procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

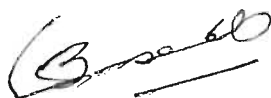
Basis of the Independent Examiner's report:

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 for you as Directors/Trustees concerning any such matters. The procedures taken do not provide all the evidence required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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 requirement to keep accounting records in accordance with section 41 of the Act, to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act 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.



Eric Bassett
90 Sunnywood Drive,
Haywards Heath,
RH16 4PB

18 July 2024

The Yews (Haywards Heath) Community Partnership
STATEMENT OF FINANCIAL ACTIVITIES (SOFA)
YEAR ENDED 31ST MARCH 2024

		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		YEAR ENDED	YEAR END	YEAR ENDED	YEAR ENDED
		31 st March 2024	31 st March 2024	31 st March 2024	31 st March 2023
		£	£	£	£
<u>General Fund</u>	Notes				
<u>Income</u>					
Room hire	4	58,426		58,426	51,261
Grants		250		250	800
Donations Received	9	2,859		2,859	7,899
Investment income		599		599	10
Fund Raising		1,588		1,588	964
<u>Total income</u>		63,722	0	63,722	60,934
<u>Expenses</u>					
Staff Costs	3	31,704		31,704	28,251
Cleaning & cleaning supplies		5,316		5,316	6,169
Other supplies & Miscellaneous items		1,816		1,916	1,504
Insurance and Licences		1,849		1,849	1,711
Water, sewage & refuse		1,207		1,207	633
Gas and Electricity		9,900		9,900	9,768
Equipment Servicing		2,079		2,079	1,182
Telephone & internet		1,065		1,065	1,103
Repairs & renewals		1,628		1,628	997
Stationery		380		380	380
Fundraising Costs		58		58	218
Donations Made		0	100	100	100
Contingency Provision		-98		-98	583
Structural Projects		3,424		3,424	1,103
<u>Total expenses</u>		60,328	100	60,428	53,712
Increase (Reduction) in General Fund		3,394		3,394	7,222
Transfer (to)/From General Reserve		(1,000)		(1,000)	(750)
Transfer (to)/From Capital Spending Reserve		100		100	(3,000)
Transfer (to)/From G. Cloake Memorial Reserve		0		0	0
Transfer (to)/From Dilapidations Reserve		(1000)			(2,000)
				(1,000)	
Transfer (to)/From FOY Reserve (Restricted)		0	100	100	100
Net Increase (Reduction) in General Fund		1,494	(100)	1,394	1,472
General Fund brought forward		2,030	0	2,030	558
General Fund carried forward		3,524	(100)	3,424	2,030

The Yews (Haywards Heath Community Partnership)
STATEMENT OF FINANCIAL ACTIVITIES (SOFA)
YEAR ENDED 31ST MARCH 2024

Other Reserves

RESTRICTED FUNDS

Friends of Yews Reserve

Reserve brought forward
Transfer From/(To) General Fund
Reserve Carried Forward

Notes	Restricted Funds YEAR ENDED 31 st March 2024 £	Restricted Funds YEAR ENDED 31 st March 2023 £
	14,090	14,190
	(100)	(100)
	13,990	14,090

UNRESTRICTED FUNDS

Capital Spending Reserve

Reserve brought forward
Transfer From/(To) General Fund
Reserve Carried Forward

7

Unrestricted Funds YEAR ENDED 31 st March 2024 £	Unrestricted Funds YEAR ENDED 31 st March 2023 £
---	---

6000	3,000
-100	3,000
5,900	6,000

G Cloake Legacy Reserve

Reserve Brought Forward
Transfer From/(To) General Fund
Reserve Carried Forward

4,000	4,000
0	0
4,000	4,000

General Reserve

Reserve brought forward
Transfer From/(To) General Fund
Reserve Carried Forward

10,000	9,250
1,000	750
11,000	10,000

Dilapidation Reserve

Reserve brought forward
Transfer From/(To) General Fund
Reserve Carried Forward

6

11,000	9,000
1,000	2,000
12,000	11,000

The Yews (Haywards Heath) Community Partnership

BALANCE SHEET

AT MARCH 31ST 2024

		12 month PERIOD ENDED 31 st March 2024		12 month PERIOD ENDED 31 st March 2023	
	Notes	£	£	£	£
Fixed Assets			0		0
Tangible assets			0		0
Investments			0		0
Current Assets					
Debtors: Room Hire	4	2,135		1,039	
Debtors: Accrued income	4	3,609		1,550	
Cash at bank and in hand		55,521		54,259	
		<u>61,265</u>		<u>56,848</u>	
Creditors: amounts falling due within one year	5	<u>(10,951)</u>		<u>(9,728)</u>	
Net Current Assets			50,314		47,120
Net Assets			50,314		47,120
Represented by:					
Restricted Funds	9				
Friends of Yews Reserve			13,990		14,090
Unrestricted Funds					
General Fund			3,424		2,030
G Cloake Legacy Reserve			4,000		4,000
Capital Spending Reserve			5,900		6,000
Dilapidation Reserve			12,000		11,000
General Reserve			11,000		10,000
Total Funds			50,314		47,120

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No member have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

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

The accounts have been prepared in accordance with the micro-entity provisions.

Approved by the Directors/Trustees on
and signed on their behalf by:

18 July

2024



Malcolm Hulatt
Chairman

Notes to the accounts

1. Accounting policies

In preparing the accounts the following accounting policies have been complied with:

- a) The accounts have been prepared on the historic cost convention with the exception that investments are valued at market value. The accounts are in accordance with applicable accounting standards, the Charities SORP 2005 (Accounting and Reporting by Charities) and comply with the Charities (Accounts and Reports) Regulations 2005 issued under the Charities Act 1993
- b) Investment income is recorded when receivable.
- c) The value of any voluntary help received is not included in the accounts but is described in the Trustees annual report.
- d) Other expenditure is included in the accounts on an accruals basis. Irrecoverable VAT is charged to the SOFA as incurred.
- f) Incoming resources from fundraising and related fundraising costs are reported gross in the SOFA.

2. Taxation

The Yews (Haywards Heath) Community Partnership is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

3. Analysis of employee costs:

	2023/24	2022/23
	£	£
Salaries	30,419	27,181
Social Security Costs	0	0
Pension Costs	1,285	1,070
Total	31,704	28,251

No employee received emoluments of over £60,000 during the year.

The average number of full-time equivalent employees for the year was 1.14 (2023 – 1.14), represented by two part time staff employed as development and administrative managers throughout the year.

4. Analysis of debtors

The room hire debtor figure is for room hire charges invoiced but not yet paid. Accrued income represents room hire bookings unbilled at the year end.

5. Analysis of creditors

The creditor figure is made up as follows:

	2023/24	2022/23
	£	£
Accrual for trade creditors.	6,297	8,589
Refundable deposits received	0	206
Deferred revenue	4,654	933
Total	10,951	9,728

6. Dilapidation Reserve

The dilapidation reserve is to provide for the obligations of making good dilapidations to the Yews building, such as external decoration.

7. Capital Spending Reserve

These are amounts committed but where work is not yet completed and for which no invoice has yet been received.

8. Restricted funds

The partnership received a donation during 2019 from the Friends of the Yews (FOY) with the stipulation that a part of this donation should be allocated specifically for the benefit of the Yews’ charitable users. At the beginning of the current financial year £14,090 of the restricted amount remained and a further £100 donation was made during year.

9. Related party transactions

During the year, none of the Trustees were paid any remuneration by the charity. One Trustee made purchases totalling £4,271 for room hire. This was charged at standard arm’s length rate. Out of pocket expenses of £394 £180 and £58 were incurred by and reimbursed to a further 3 Trustees.

10. Grants and donations

The Yews is grateful to a number of individuals, organisations and groups, including the following, for their financial support during the year.

Haywards Heath Masons
HSBC Plc

Haywards Heath Town Council
Other anonymous donors and legacies

THE YEWS (HAYWARDS HEATH) COMMUNITY PARTNERSHIP

England & Wales - Charity number 1144700

Accounts

**The Yews (Haywards Heath) Community Partnership
A Charitable Social Enterprise**

**TRUSTEES' ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED
31ST MARCH 2023**



Registered Charity No. 1144700
Company Registration No. 07635719

The Yews (Haywards Heath) Community Partnership

TRUSTEES' ANNUAL REPORT

PERIOD ENDED 31 MARCH 2023

LEGAL AND ADMINISTRATIVE DETAILS

The Partnership was first registered as a Charity on 17th November 2011
Charity Commission Registration Number is 1144700. Company Ltd by Guarantee Number
07635719

Registered address The Yews
 55 Boltro Road
 Haywards Heath
 West Sussex
 RH16 1BJ

Trustees Ian Sanderson (Chairman)
 Susan Darnell
 Timothy Fraser
 Malcolm Hulatt
 Colin Darnell
 Richard Hornby

Hon President Position vacant

Bankers Barclays Bank PLC
 77 South Road
 Haywards Heath
 RH16 4LB

Independent Examiner Eric Bassett

1. Governing Document

The organisation is a charitable company limited by guarantee, incorporated in 2011. The company was established on 16th May 2011 under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. It is registered as a charity with the Charity Commission. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

The Yews (Haywards Heath) Community Partnership has adopted the model Memorandum and Articles of Association from Community Matters, a charity that champions voluntary and community action at neighbourhood level.

The directors of the company are also charity trustees for the purposes of charity law, and under the company's Articles, are known as members of the Board of Directors.

Aims and activities of the Charity

The objectives of the Charity are:

- a. to promote the benefit of the inhabitants of Haywards Heath and the neighbourhood without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory authorities, 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 occupation with the object of improving the conditions of life for the said inhabitants;
- b. to establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the Objects;
- c. to promote such other charitable purposes as may from time to time be determined

The main activity of the Charity is the running of the Yews Centre in Haywards Heath and the promotion of those groups who use the Centre's facilities.

2. Public Benefit

The Trustees consider that the Charity's activities reflect our aims and objectives and that they are designed to provide accessible accommodation to benefit the public in accordance with our charitable objectives.

3. Achievements and Performance

The year under review saw a continued recovery after the enforced closure and effects of Covid-19 during the previous two years. Most of our longstanding user groups, many of which comprise vulnerable members have now returned – along with several new user groups. Room hire revenues have increased compared with the prior year and have returned to pre-pandemic levels. Part of this increase is due to price inflation. Consequently there is still a little way still to go until occupancy levels are fully restored.

Our office staff have done an excellent job in managing the return of our regular users and in attracting a number of new occupants over the course of the year. We are hopeful this trend will continue in that the coming year.

The large expenditure on essential capital projects in the prior year significantly depleted our cash reserves. This year we sought to begin the work of restoring those reserves on two fronts. Firstly, by controlling our discretionary expenditure as far as possible in the face of inflationary increases- particularly in our energy costs, which we mitigated as far as possible through a number of measures to enhance the efficiency of our energy usage. Secondly, we placed an increased focus on applications for grants and donations to supplement our room hire income. The success of these measures is reflected in the positive movement in our cash balance.

4. Risk Management

The Charity's Directors have conducted a review of the major risks to which the Charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity might face. Procedures and policies have been implemented to meet the requirements of the General Data Protection Act.

Internal control risks have been minimised by the implementation of sub-committee structures with responsibilities for transactions and projects. Procedures are in place to ensure compliance with Health and Safety regulations and requirements. Such procedures are reviewed regularly.

5. Organisational Structure

The Board of Directors administers the Charity. The Board meets regularly, as required, with sub committees covering such areas as fund raising, maintenance and health and safety, Centre matters and liaison with users. The day to day activities of the Charity are managed by two part time office managers. The managers carry out certain delegated operational authorities within terms agreed by the Directors.

6. Financial Review

Throughout the year the Board of Directors has reviewed the activities of the Charity in the light of its Business Plan and the Budget set by the directors at commencement of the year.

7. Principal Funding Sources

The Charity's principal source of funding is the charges it levies for the use of the Yews premises, augmented by local authority grants and public donations from individuals and organisations.

8. Reserves Policy

The charity is mindful of the building under its charge and the uncertainty of its future income. In line with its responsibilities it has specific reserves totalling £31,000 (2022 £25,000) and, as mentioned above, intends to keep its reserve strategy under regular review.

9. Future Plans

The Board intends, in conjunction with its business plan and budget, to maintain its concept of the service it would like to deliver to the community and the enhancement to the Yews premises necessary to meet that challenge.

We saw a significant rise in our energy costs during this year and expect this to continue into the coming year and will continue to seek out ways to control our energy and costs.

We will also continue to work to maintain and enhance the facilities on offer at the Yews while, balancing this with the need to replenish our reserves.

The Yews financial position is, nevertheless, stable and the trustees are confident that the Partnership is financially secure for the foreseeable future.

10. Statement of Directors/Trustees Responsibilities

Company law requires the Directors/Trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charitable company at the balance sheet date and its financial activities for that period. In preparing those financial statements, the Board is required to:

- select suitable accounting policies and then apply them consistently;

- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the 'going concern basis' unless it is inappropriate to presume that the charity will continue in operational existence.

The Directors/Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Board of Directors is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors/Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out in page 2.

Ian Sanderson
Chairman

The Yews (Haywards Heath) Community Partnership
Financial Statement
Period to 31st March 2023

This financial statement has been prepared in accordance with the Companies Act 2006 and the Statement of Recommended Practice issued by the Charities Commission in March 2005.

The Directors acknowledge their responsibility for:

- a. Ensuring that the company keeps accounting records which comply with section 386 of the Act.
- b. Preparing accounts which give a true and fair view of the state of affairs of the company at 31st March 2022, and of its income and expenditure for the year then ended in accordance with section 393(1), and otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

For the period ended 31st March 2023 the company is entitled to exemption from the audit requirement contained in section 477(2) of the Companies Act 2006.

No member of the company has posted a notice pursuant to section 476 of the Companies Act 2006 requiring an audit of these accounts.

Approved by the Directors/Trustees on 2023.

And signed on their behalf by

Ian Sanderson
Chairman

Independent Examiner's report to the Directors/Trustees of the Yews (Haywards Heath) Community Partnership

I report on the accounts of the Yews (Haywards Heath) Community Partnership for the period ending 31st March 2023, as set out hereunder.

Respective responsibilities of the Directors/Trustees and Examiner:

As the charity's Directors/Trustees you are responsible for the preparation of the accounts; you consider the audit requirements of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of the procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of the Independent Examiner's report:

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 for you as Directors/Trustees concerning any such matters. The procedures taken do not provide all the evidence required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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 requirement to keep accounting records in accordance with section 41 of the Act, to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act 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.

Eric Bassett
90 Sunnywood Drive,
Haywards Heath,
RH16 4PB

2023

The Yews (Haywards Heath) Community Partnership
STATEMENT OF FINANCIAL ACTIVITIES (SOFA)
YEAR ENDED 31ST MARCH 2023

		Unrestrict ed Funds	Restric ted Funds	Total Funds	Total Funds
		YEAR ENDED 31st March 2023	YEAR END 31stMar ch 2023	YEAR ENDED 31st March 2023	YEAR ENDED 31st March 2022
<u>General Fund</u>	Note	£	£	£	£
	S				
<u>Income</u>					
Room hire	4	51,261		51,261	40,104
Grants		800			0
Donations Received	9	7,899		800 7, 899	950
Investment income		1			4
Fund Raising		0 96 4		10 9 64	360
<u>Total income</u>		60,934	0	60, 934	41,418
<u>Expenses</u>					
Staff Costs	3	28,251		28,251	25,678
Cleaning & cleaning supplies		6,169		6,169	7,503
Other supplies & Miscellaneous items		1,504		1,504	1,339
Insurance and Licences		1,711		1,711	1,774
Water, sewage & refuse		633		633	987
Gas and Electricity		9,768		9,768	4,259
Equipment Servicing		1,182		1,182	1,577
Telephone & internet		1,103		1,103	960
Repairs & renewals		997		997	1,326
Stationery		380		380	136
Fundraising Costs		218		218	
Donations Made		0	100	100	0
Contingency Provision		593	0	583	0

Structural Projects	1,103		1,103	33,966
Total expenses	53,612	100	53,712	78,975
Increase (Reduction) in General Fund	7,322		7,222	(37,557)
Transfer (to)/From General Reserve	(750)		(750)	0
Transfer (to)/From Capital Spending Reserve	(3,000)		(3,000)	17,800
Transfer (to)/From G. Cloake Memorial Reserve	0		0	16,000
Transfer (to)/From Dilapidations Reserve	(200)		(200)	0
Transfer (to)/From FOY Reserve (Restricted)	0	100	100	0
Net Increase (Reduction) in General Fund	1,572	(100)	1,472	(13,112)
General Fund brought forward	558		558	4,315
General Fund carried forward	2,130	(100)	2,030	558

The Yews (Haywards Heath Community Partnership)
STATEMENT OF FINANCIAL ACTIVITIES (SOFA)
YEAR ENDED 31ST MARCH 2023

Other Reserves

RESTRICTED FUNDS

Notes	Restricted Funds YEAR ENDED 31st March 2023	Restricted Funds YEAR ENDED 31st March 2022
	£	£
	14,190	14,190
	(100)	0
	14,090	14,190

Friends of Yews Reserve

Reserve brought forward
 Transfer From/(To) General Fund
 Reserve Carried Forward

UNRESTRICTED FUNDS

Capital Spending Reserve

7

Reserve brought forward
 Transfer From/(To) General Fund
 Reserve Carried Forward

Unrestricted Funds YEAR ENDED 31st March 2023	Unrestricted Funds YEAR ENDED 31st March 2022
£	£
3,000	20,800
3,000	(17,800)
6,000	3,000

G Cloake Legacy Reserve

Reserve Brought Forward
 Transfer From/(To) General Fund
 Reserve Carried Forward

4,000	20,000
0	(16,000)
4,000	4,000

General Reserve

Reserve brought forward
 Transfer From/(To) General Fund
 Reserve Carried Forward

9,250	9,250
750	0
10,000	9,250

Dilapidation Reserve

6

Reserve brought forward
 Transfer From/(To) General Fund
 Reserve Carried Forward

9,000	8,000
2,000	1,000
11,000	9,000

The Yews (Haywards Heath) Community Partnership

BALANCE SHEET AT MARCH 31ST 2023

		12 month PERIOD ENDED 31 st March 2023		12 month PERIOD ENDED 31 st March 2022	
	Note	£	£	£	£
Fixed Assets	S		0		0
Tangible assets			0		0
Investments			0		0
Current Assets					
Debtors: Room Hire	4	1,039		1,644	
Debtors: Accrued income	4	1,550		366	
Cash at bank and in hand		54,259		42,900	
		<u>56,848</u>		<u>44,921</u>	
Creditors: amounts falling due within one year	5	(9,728)		(5,129)	
		<u></u>		<u></u>	
Net Current Assets			47,120		39,792
Net Assets			47,120		39,792
Represented by:					
Restricted Funds	9				
Friends of Yews Reserve			14,090		14,190
Unrestricted Funds					
General Fund			2,030		352
G Cloake Legacy Reserve			4,000		4,000
Capital Spending Reserve			6,000		3,000
Dilapidation Reserve			11,000		9,000
General Reserve			10,000		9,250
Total Funds			47,120		39,792

Approved by the Directors/Trustees on

2023

and signed on their behalf by:

Ian Sanderson

Notes to the accounts

1. Accounting policies

In preparing the accounts the following accounting policies have been complied with:

- a) The accounts have been prepared on the historic cost convention with the exception that investments are valued at market value. The accounts are in accordance with applicable accounting standards, the Charities SORP 2005 (Accounting and Reporting by Charities) and comply with the Charities (Accounts and Reports) Regulations 2005 issued under the Charities Act 1993
- b) Investment income is recorded when receivable.
- c) The value of any voluntary help received is not included in the accounts but is described in the Trustees annual report.
- d) Other expenditure is included in the accounts on an accruals basis. Irrecoverable VAT is charged to the SOFA as incurred.
- f) Incoming resources from fundraising and related fundraising costs are reported gross in the SOFA.

2. Taxation

The Yews (Haywards Heath) Community Partnership is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

3. Analysis of employee costs:

	2022/23	2021/22
	£	£
Salaries	27,181	24,804
Social Security Costs	0	0
Pension Costs	1,070	874
Total	28,251	25,678

No employee received emoluments of over £60,000 during the year.

The average number of full-time equivalent employees for the year was 1.14 (2022 – 1.14), represented by two part time staff employed as development and administrative managers throughout the year.

4. Analysis of debtors

The room hire debtor figure is for room hire charges invoiced but not yet paid. Accrued income represents room hire bookings unbilled at the year end.

5. Analysis of creditors

The creditor figure is made up as follows:

	2022/23	2021/22
	£	£
Accrual for trade creditors.	8,589	4,923
Refundable deposits received	206	206
Deferred revenue	933	0
Total	9,728	5,129

6. Dilapidation Reserve

The dilapidation reserve is to provide for the obligations of making good dilapidations to the Yews building, such as external decoration.

7. Capital Spending Reserve

These are amounts committed but where work is not yet completed and for which no invoice has yet been received.

8. Restricted funds

The partnership received a donation during 2019 from the Friends of the Yews (FOY) with the stipulation that a part of this donation should be allocated specifically for the benefit of the Yews' charitable users. At the beginning of the current financial year £14,190 of the restricted amount remained and a further £100 donation was made during year.

9. Related party transactions

During the year, none of the Trustees were paid any remuneration by the charity. One Trustee made purchases totalling £5,027 for room hire. This was charged at standard arm's length rate. Out of pocket expenses of £240 and £80 were incurred by and reimbursed to a further 2 Trustees.

10. Grants and donations

The Yews is grateful to a number of individuals, organisations and groups, including the following, for their financial support during the year.

The Ernest Kleinwort Charitable Trust
Waitrose Plc

Cuckfield, Lindfield and Haywards Heath
Rotary
Other anonymous donors

THE YEWS (HAYWARDS HEATH) COMMUNITY PARTNERSHIP

England & Wales - Charity number 1144700

Accounts

**The Yews (Haywards Heath) Community Partnership
A Charitable Social Enterprise**

**TRUSTEES' ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED
31ST MARCH 2022**



Registered Charity No. 1144700
Company Registration No. 07635719

The Yews (Haywards Heath) Community Partnership

TRUSTEES' ANNUAL REPORT

PERIOD ENDED 31 MARCH 2022

LEGAL AND ADMINISTRATIVE DETAILS

The Partnership was first registered as a Charity on 17th November 2011

Charity Commission Registration Number is 1144700. Company Ltd by Guarantee Number 07635719

Registered address	The Yews 55 Boltro Road Haywards Heath West Sussex RH16 1BJ
Trustees	Ian Sanderson (Chairman) Susan Darnell Timothy Fraser Malcolm Hulatt Colin Darnell

Hon President	Position vacant
---------------	-----------------

Bankers	Barclays Bank PLC 77 South Road Haywards Heath RH16 4LB
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Independent Examiner	Eric Bassett
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1. Governing Document

The organisation is a charitable company limited by guarantee, incorporated in 2011. The company was established on 16th May 2011 under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. It is registered as a charity with the Charity Commission. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

The Yews (Haywards Heath) Community Partnership has adopted the model Memorandum and Articles of Association from Community Matters, a charity that champions voluntary and community action at neighbourhood level.

The directors of the company are also charity trustees for the purposes of charity law, and under the company's Articles, are known as members of the Board of Directors.

Aims and activities of the Charity

The objectives of the Charity are:

- a. to promote the benefit of the inhabitants of Haywards Heath and the neighbourhood without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory authorities, 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 occupation with the object of improving the conditions of life for the said inhabitants;
- b. to establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the Objects;
- c. to promote such other charitable purposes as may from time to time be determined

The main activity of the Charity is the running of the Yews Centre in Haywards Heath and the promotion of those groups who use the Centre's facilities.

2. Public Benefit

The Trustees consider that the Charity's activities reflect our aims and objectives and that they are designed to provide accessible accommodation to benefit the public in accordance with our charitable objectives.

3. Achievements and Performance

The year under review was one of gradual recovery after the enforced closure and ravages of Covid-19 during the previous two years. Many of our user groups comprise vulnerable members and so were slow to return after the building was re-opened for use. Although room hire revenues have increased markedly compared with the prior year, they are still around 20% less than pre pandemic levels.

Nevertheless, the Charity was able to maintain its activities without any additional financial assistance from the government. This was largely due to the efforts of our office staff who have managed the return of our regular users and have attracted a number of new occupants over recent months. We are hopeful that the coming year will show further increases.

The accounts show that almost £34,000 was spent on essential capital projects. The primary expense was to improve the building's fire safety to comply with latest regulations including the installation of new and upgraded fire retardant doors. We also had to replace the building's ageing gas boiler. Fortunately, the Trustees policy of maintaining adequate reserves allowed us to meet these large costs without adverse effect. Our reserves levels are however now depleted and we will seek funds to restore these to allow us to withstand any future unexpected costs.

4. Risk Management

The Charity's Directors have conducted a review of the major risks to which the Charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity might face. Procedures and policies have been implemented to meet the requirements of the General Data Protection Act.

Internal control risks have been minimised by the implementation of sub-committee structures with responsibilities for transactions and projects. Procedures are in place to ensure compliance with Health and Safety regulations and requirements. Such procedures are reviewed regularly.

5. Organisational Structure

The Board of Directors administers the Charity. The Board meets regularly, as required, with sub committees covering such areas as publicity and promotion, fund raising, maintenance and health and safety, Centre matters and liaison with users. The day to day activities of the Charity are managed by two part time office managers. The managers carry out certain delegated operational authorities within terms agreed by the Directors.

6. Financial Review

Throughout the year the Board of Directors has reviewed the activities of the Charity in the light of its Business Plan and the Budget set by the directors at commencement of the year.

7. Principal Funding Sources

The Charity's principal source of funding is the charges it levies for the use of the Yews premises, augmented by local authority grants and public donations from individuals and organisations.

8. Reserves Policy

The charity is mindful of the building under its charge and the uncertainty of its future income. In line with its responsibilities it has specific reserves totalling £25,000 (2021 £59,000) and, as mentioned above, intends to keep its reserve strategy under regular review.

9. Future Plans & impact of Covid-19

The Board intends, in conjunction with its business plan and budget, to maintain its concept of the service it would like to deliver to the community and the enhancement to the Yews premises necessary to meet that challenge. We are expecting a significant rise in our energy costs this year and have commenced a study looking at how we can improve our energy efficiency.

While Covid 19 continues to have some effect on our business, most of our user groups have now returned and, provided there are no further waves of the virus, we anticipate a return to pre-Covid occupancy levels by the end of 2022. The Yews financial position is stable and the trustees are confident that the Partnership is financially secure for the foreseeable future.

10. Statement of Directors/Trustees Responsibilities

Company law requires the Directors/Trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charitable company at the balance sheet date and its financial activities for that period. In preparing those financial statements, the Board is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the 'going concern basis' unless it is inappropriate to presume that the charity will continue in operational existence.

The Directors/Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Board of Directors is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors/Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out in page 2.

A handwritten signature in black ink, appearing to read 'Ian Sanderson', written in a cursive style.

Ian Sanderson
Chairman

The Yews (Haywards Heath) Community Partnership

Financial Statement

Period to 31st March 2022

This financial statement has been prepared in accordance with the Companies Act 2006 and the Statement of Recommended Practice issued by the Charities Commission in March 2005.

The Directors acknowledge their responsibility for:

- a. Ensuring that the company keeps accounting records which comply with section 386 of the Act.
- b. Preparing accounts which give a true and fair view of the state of affairs of the company at 31st March 2022, and of its income and expenditure for the year then ended in accordance with section 393(1), and otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

For the period ended 31st March 2022 the company is entitled to exemption from the audit requirement contained in section 477(2) of the Companies Act 2006.

No member of the company has posted a notice pursuant to section 476 of the Companies Act 2006 requiring an audit of these accounts.

Approved by the Directors/Trustees on

21 July

2022.

And signed on their behalf by



Ian Sanderson
Chairman

Independent Examiner's report to the Directors/Trustees of the Yews (Haywards Heath) Community Partnership

I report on the accounts of the Yews (Haywards Heath) Community Partnership for the period ending 31st March 2022, as set out hereunder.

Respective responsibilities of the Directors/Trustees and Examiner:

As the charity's Directors/Trustees you are responsible for the preparation of the accounts; you consider the audit requirements of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of the procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

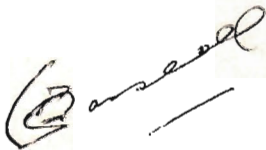
Basis of the Independent Examiner's report:

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 for you as Directors/Trustees concerning any such matters. The procedures taken do not provide all the evidence required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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 requirement to keep accounting records in accordance with section 41 of the Act, to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act 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.



Eric Bassett
90 Sunnywood Dv,
Haywards Heath,
RH16 4PB

21 July 2022

The Yews (Haywards Heath) Community Partnership
STATEMENT OF FINANCIAL ACTIVITIES (SOFA)
YEAR ENDED 31ST MARCH 2022

		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		YEAR ENDED	YEAR ENDED	YEAR ENDED	YEAR ENDED
		31 st March 2022	31 st March 2022	31 st March 2022	31 st March 2021
	Notes	£	£	£	£
<u>General Fund</u>					
<u>Income</u>					
Room hire	4	40,104		40,104	21,148
Grants		0		0	27,490
Donations Received	9	950		950	2,505
Investment income		4		4	4
Fund Raising		360		360	39
Total income		41,418		41,418	51,186
<u>Expenses</u>					
Staff Costs	3	25,678		25,678	22,223
Cleaning & cleaning supplies		7,503		7,503	6,458
Other supplies & Miscellaneous items		1,339		1,339	457
Insurance and Licences		1,774		1,774	1,737
Water, sewage & refuse		457		457	987
Gas and Electricity		4,259		4,259	2,667
Equipment Servicing		1,577		1,577	1,613
Telephone & internet		960		960	660
Repairs & renewals		1,326		1,326	1,693
Stationery		136		136	135
Training		0		0	400
Contingency		0		0	2,629
Structural Projects		33,966		33,966	6,839
Total expenses		78,975		78,975	48,500
Increase (Reduction) in General Fund		(37,557)		(37,557)	2,688
Transfer (to)/From General Reserve		0		0	0
Transfer (to)/From Capital Spending Reserve		17,800		17,800	(14,800)
Transfer (to)/From G. Cloake Memorial Reserve		16,000		16,000	0)
Transfer (to)/From Dilapidations Reserve		0		0	(1,000)
Transfer (to)/From FOY Reserve (Restricted)		0		0	0
Net Increase (Reduction) in General Fund		(3,755)	0	(13,112)	(13,112)
General Fund brought forward		4,315	0	4,315	17,427
General Fund carried forward		558	0	558	4,315

The Yews (Haywards Heath Community Partnership)
STATEMENT OF FINANCIAL ACTIVITIES (SOFA)
YEAR ENDED 31ST MARCH 2022

Other Reserves

RESTRICTED FUNDS

Friends of Yews Reserve

Reserve brought forward
 Transfer From/(To) General Fund
 Reserve Carried Forward

Notes	Restricted Funds YEAR ENDED 31 st March 2022	Restricted Funds YEAR ENDED 31 st March 2021
	£	£
	14,190	14,190
	0	0
	14,190	14,190

UNRESTRICTED FUNDS

Capital Spending Reserve

Reserve brought forward
 Transfer From/(To) General Fund
 Reserve Carried Forward

7

Unrestricted Funds YEAR ENDED 31 st March 2022	Unrestricted Funds YEAR ENDED 31 st March 2021
£	£
20,800	6,000
(17,800)	14,800
3,000	20,800

G Cloake Legacy Reserve

Reserve Brought Forward
 Transfer From/(To) General Fund
 Reserve Carried Forward

20,000	20,000
(16,000)	
4,000	20,000

General Reserve

Reserve brought forward
 Transfer From/(To) General Fund
 Reserve Carried Forward

9,250	9,250
0	0
9,250	9,250

Dilapidation Reserve

Reserve brought forward
 Transfer From/(To) General Fund
 Reserve Carried Forward

6

9,000	8,000
0	1,000
9,000	9,000

The Yews (Haywards Heath) Community Partnership

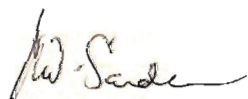
BALANCE SHEET AT MARCH 31ST 2022

		12 month PERIOD ENDED 31 ST March 2022		12 month PERIOD ENDED 31 ST March 2021	
	Notes	£	£	£	£
Fixed Assets			0		0
Tangible assets			0		0
Investments			0		0
Current Assets					
Debtors: Room Hire	4	1,644		550	
Debtors: Accrued income	4	366		965	
Cash at bank and in hand		42,911		82,700	
		<u>44,921</u>		<u>84,215</u>	
Creditors: amounts falling due within one year	5	(5,129)		(6,660)	
Net Current Assets			39,792		77,555
Net Assets			39,792		77,555
Represented by:					
Restricted Funds	9				
Friends of Yews Reserve			14,190		14,190
Unrestricted Funds					
General Fund			352		4,315
G Cloake Legacy Reserve			4,000		20,000
Capital Spending Reserve			3,000		20,800
Dilapidation Reserve			9,000		9,000
General Reserve			9,250		9,250
Total Funds			39,792		77,555

Approved by the Directors/Trustees on

21-July 2022

and signed on their behalf by:



Ian Sanderson
Chairman

Notes to the accounts

1. Accounting policies

In preparing the accounts the following accounting policies have been complied with:

- The accounts have been prepared on the historic cost convention with the exception that investments are valued at market value. The accounts are in accordance with applicable accounting standards, the Charities SORP 2005 (Accounting and Reporting by Charities) and comply with the Charities (Accounts and Reports) Regulations 2005 issued under the Charities Act 1993
- Investment income is recorded when receivable.
- The value of any voluntary help received is not included in the accounts but is described in the Trustees annual report.
- Other expenditure is included in the accounts on an accruals basis. Irrecoverable VAT is charged to the SOFA as incurred.
- Incoming resources from fundraising and related fundraising costs are reported gross in the SOFA.

2. Taxation

The Yews (Haywards Heath) Community Partnership is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

3. Analysis of employee costs:

	2021/22	2020/21
	£	£
Salaries	24,804	21,595
Social Security Costs	0	0
Pension Costs	874	628
Total	25,678	22,223

No employee received emoluments of over £60,000 during the year.

The average number of full-time equivalent employees for the year was 1.14 (2021 – 1.14), represented by two part time staff employed as centre manager and assistant throughout the year.

4. Analysis of debtors

The room hire debtor figure is for room hire charges invoiced but not yet paid. Accrued income represents room hire bookings unbilled at the year end.

5. Analysis of creditors

The creditor figure is made up as follows:

	2021/22	2020/21
	£	£
Accrual for trade creditors.	4,923	5,205
Refundable deposits received	206	1,225
Deferred revenue	0	230
Total	5,129	6,660

6. Dilapidation Reserve

The dilapidation reserve is to provide for the obligations of making good dilapidations to the Yews building, such as external decoration.

7. Capital Spending Reserve

These are amounts committed but where work is not yet completed and for which no invoice has yet been received.

8. Restricted funds

The partnership received a donation during 2019 from the Friends of the Yews (FOY) with the stipulation that a part of this donation should be allocated specifically for the benefit of the Yews' charitable users. At the beginning of the current financial year £14,190 of the restricted amount remained and no further distributions were made in the current period.

9. Related party transactions

None of the Trustees were paid any remuneration by the charity while Trustees during the year. Out of pocket expenses of £116 and £93 were incurred by and reimbursed to 2 Trustees.

10. Grants and donations

The Yews is grateful to a number of individuals, organisations and groups, including the following, for their financial support during the year.

Haywards Heath Rotary

Other anonymous donors

THE YEWS (HAYWARDS HEATH) COMMUNITY PARTNERSHIP

England & Wales - Charity number 1144700

Accounts

**The Yews (Haywards Heath) Community Partnership
A Charitable Social Enterprise**

**TRUSTEES' ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED
31ST MARCH 2021**



Registered Charity No. 1144700
Company Registration No. 07635719

The Yews (Haywards Heath) Community Partnership

TRUSTEES' ANNUAL REPORT

PERIOD ENDED 31 MARCH 2021

LEGAL AND ADMINISTRATIVE DETAILS

The Partnership was first registered as a Charity on 17th November 2011

Charity Commission Registration Number is 1144700. Company Ltd by Guarantee Number 07635719

Registered address	The Yews 55 Boltro Road Haywards Heath West Sussex RH16 1BJ
Trustees	Ian Sanderson (Chairman) Susan Darnell Timothy Fraser Malcolm Hulatt Colin Darnell

Hon President	Position vacant
---------------	-----------------

Bankers	Barclays Bank PLC 77 South Road Haywards Heath RH16 4LB
---------	--

Independent Examiner	Eric Bassett
----------------------	--------------

1. Governing Document

The organisation is a charitable company limited by guarantee, incorporated in 2011. The company was established on 16th May 2011 under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. It is registered as a charity with the Charity Commission. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

The Yews (Haywards Heath) Community Partnership has adopted the model Memorandum and Articles of Association from Community Matters, a charity that champions voluntary and community action at neighbourhood level.

The directors of the company are also charity trustees for the purposes of charity law, and under the company's Articles, are known as members of the Board of Directors.

Aims and activities of the Charity

The objectives of the Charity are:

- a. to promote the benefit of the inhabitants of Haywards Heath and the neighbourhood without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory authorities, 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 occupation with the object of improving the conditions of life for the said inhabitants;
- b. to establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the Objects;
- c. to promote such other charitable purposes as may from time to time be determined

The main activity of the Charity is the running of the Yews Centre in Haywards Heath and the promotion of those groups who use the Centre's facilities.

2. Public Benefit

The Trustees consider that the Charity's activities reflect our aims and objectives and that they are designed to provide accessible accommodation to benefit the public in accordance with our charitable objectives.

3. Achievements and Performance

Covid-19 and the consequent government imposed Lockdowns had an immense impact on the Partnership's activities. This impact continues to the present. The building was obliged to close for several months in the Spring and Summer of 2020, opening briefly in the Autumn, only to close again in December. Many of our user groups comprise vulnerable members and so did not return even during the periods when the building was able to open. The effect of this can be seen in the 60% fall in our room hire income compared with the prior year. Fortunately, the Partnership was eligible for financial assistance from the government and received a Grant and also furlough payments to defray some of our staff costs. This, in combination with strict control of discretionary spending ensured the financial survival of the Partnership. during the closure period. Essential maintenance projects undertaken during the period included completion of the external painting of the building, installation of additional smoke detectors and replacement of old furniture.

4. Risk Management

The Charity's Directors have conducted a review of the major risks to which the Charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity might face. Procedures and policies have been implemented to meet the requirements of the General Data Protection Act.

Internal control risks have been minimised by the implementation of sub-committee structures with responsibilities for transactions and projects. Procedures are in place to ensure compliance with Health and Safety regulations and requirements. Such procedures are reviewed regularly.

5. Organisational Structure

The Board of Directors administers the Charity. The Board meets regularly, as required, with sub committees covering such areas as publicity and promotion, fund raising, maintenance and health and safety, Centre matters and liaison with users. The day to day activities of the Charity are managed by a part time office manager and an assistant. The manager carries out certain delegated operational and staff supervision authorities within terms agreed by the Directors.

6. Financial Review

Throughout the year the Board of Directors has reviewed the activities of the Charity in the light of its Business Plan and the Budget set by the directors at commencement of the year.

7. Principal Funding Sources

The Charity's principal source of funding is the charges it levies for the use of the Yews premises, augmented by local authority grants and public donations from individuals and organisations.

8. Reserves Policy

The charity is mindful of the building under its charge and the uncertainty of its future income. In line with its responsibilities it has set specific reserves totalling £59,000 and intends to keep its reserve strategy under regular review.

9. Future Plans & impact of Covid-19

The Board intends, in conjunction with its business plan and budget, to maintain its concept of the service it would like to deliver to the community and the enhancement to the Yews premises necessary to meet that challenge.

While Covid 19 continues to have an effect on our business, user groups are beginning to return and provided there are no further waves of the virus, we anticipate a return to pre-Covid occupancy levels by the end of 2021. Thanks to Government support, the Yews financial position is stable and the trustees are confident that the Partnership is well positioned for the foreseeable future.

10. Statement of Directors/Trustees Responsibilities

Company law requires the Directors/Trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charitable company at the balance sheet date and its financial activities for that period. In preparing those financial statements, the Board is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the 'going concern basis' unless it is inappropriate to presume that the charity will continue in operational existence.

The Directors/Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Board of Directors is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors/Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out in page 2.

A handwritten signature in black ink, appearing to read 'I. Sanderson', written in a cursive style.

Ian Sanderson
Chairman

The Yews (Haywards Heath) Community Partnership

Financial Statement

Period to 31st March 2021

This financial statement has been prepared in accordance with the Companies Act 2006 and the Statement of Recommended Practice issued by the Charities Commission in March 2005.

The Directors acknowledge their responsibility for:

- a. Ensuring that the company keeps accounting records which comply with section 386 of the Act.
- b. Preparing accounts which give a true and fair view of the state of affairs of the company at 31st March 2020, and of its income and expenditure for the year then ended in accordance with section 393(1), and otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

For the period ended 31st March 2021 the company is entitled to exemption from the audit requirement contained in section 477(2) of the Companies Act 2006.

No member of the company has posted a notice pursuant to section 476 of the Companies Act 2006 requiring an audit of these accounts.

Approved by the Directors/Trustees on

21st July 2021.

And signed on their behalf by



Ian Sanderson
Chairman

The Yews (Haywards Heath) Community Partnership
STATEMENT OF FINANCIAL ACTIVITIES (SOFA)
YEAR ENDED 31ST MARCH 2021

		Unrestricted Funds YEAR ENDED 31 st March 2021	Restricted Funds YEAR ENDED 31 st March 2021	Total Funds YEAR ENDED 31 st March 2021	Total Funds YEAR ENDED 31 st March 2020
<u>General Fund</u>	Notes	£	£	£	£
<u>Income</u>					
Room hire	4	21,148		21,148	49,088
Grants		27,490		27,490	708
Donations Received	9	2,505		2,505	50,369
Investment income		4		4	4
Fund Raising		39		39	1,971
Total income		51,186		51,186	102,140
<u>Expenses</u>					
Staff Costs	3	22,223		22,223	23,121
Cleaning & cleaning supplies		6,458		6,458	8,982
Other supplies & Miscellaneous items		457		457	448
Insurance and Licences		1,737		1,737	1,203
Water, sewage & refuse		987		987	1,304
Gas and Electricity		2,667		2,667	4,481
Equipment Servicing		1,613		1,613	1,612
Telephone & internet		660		660	968
Repairs & renewals		1,693		1,693	3,016
Stationery		135		135	585
Training		400		400	35
Fund Raising costs		0		0	203
Contingency		2,629		2,629	0
Donations Made		0		0	810
Structural Projects		6,839		6,839	24,447
Total expenses		48,500		48,500	71,225
Increase (Reduction) in General Fund		2,688		2,688	30,915
Transfer (to)/From General Reserve		0		0	0
Transfer (to)/From Capital Spending Reserve		(14,800)		(14,800)	5,500
Transfer (to)/From G. Cloake Memorial Reserve		0		0	(20,000)
Transfer (to)/From Dilapidations Reserve		(1,000)		(1,000)	0
Transfer (to)/From FOY Reserve (Restricted)		0		0	(14,190)
Net Increase (Reduction) in General Fund		(13,112)	0	(13,112)	2,125
General Fund brought forward		17,427	0	17,427	15,202
General Fund carried forward		4,315	0	4,315	17,427

Independent Examiner's report to the Directors/Trustees of the Yews (Haywards Heath) Community Partnership

I report on the accounts of the Yews (Haywards Heath) Community Partnership for the period ending 31st March 2021, as set out hereunder.

Respective responsibilities of the Directors/Trustees and Examiner:

As the charity's Directors/Trustees you are responsible for the preparation of the accounts; you consider the audit requirements of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of the procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

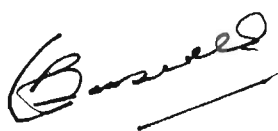
Basis of the Independent Examiner's report:

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 for you as Directors/Trustees concerning any such matters. The procedures taken do not provide all the evidence required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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 requirement to keep accounting records in accordance with section 41 of the Act, to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act 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.



Eric Bassett
90 Sunnywood Dv,
Haywards Heath,
RH16 4PB

21st July 2021

The Yews (Haywards Heath) Community Partnership

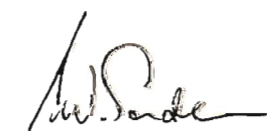
BALANCE SHEET AT MARCH 31ST 2021

		12 month PERIOD ENDED 31 st March 2021		12 month PERIOD ENDED 31 st March 2020	
	Notes	£	£	£	£
Fixed Assets			0		0
Tangible assets			0		0
Investments			0		0
Current Assets					
Debtors: Room Hire	4	550		1,174	
Debtors: Accrued income	4	965		1,321	
Cash at bank and in hand		82,700		77,082	
		<u>84,215</u>		<u>79,577</u>	
Creditors: amounts falling due within one year	5	(6,660)		(4,710)	
Net Current Assets			77,555		74,867
Net Assets			77,555		74,867
Represented by:					
Restricted Funds	9				
Friends of Yews Reserve			14,190		14,190
Unrestricted Funds					
General Fund			4,315		17,427
G Cloake Legacy Reserve			20,000		20,000
Capital Spending Reserve			20,800		6,000
Dilapidation Reserve			9,000		8,000
General Reserve			9,250		9,250
Total Funds			77,555		74,867

Approved by the Directors/Trustees on

2021

and signed on their behalf by:



Ian Sanderson
Chairman

21st July 2021

Notes to the accounts

1. Accounting policies

In preparing the accounts the following accounting policies have been complied with:

- a) The accounts have been prepared on the historic cost convention with the exception that investments are valued at market value. The accounts are in accordance with applicable accounting standards, the Charities SORP 2005 (Accounting and Reporting by Charities) and comply with the Charities (Accounts and Reports) Regulations 2005 issued under the Charities Act 1993
- b) Investment income is recorded when receivable.
- c) The value of any voluntary help received is not included in the accounts but is described in the Trustees annual report.
- d) Other expenditure is included in the accounts on an accruals basis. Irrecoverable VAT is charged to the SOFA as incurred.
- f) Incoming resources from fundraising and related fundraising costs are reported gross in the SOFA.

2. Taxation

The Yews (Haywards Heath) Community Partnership is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

3. Analysis of employee costs:

	2020/21	2019/20
	£	£
Salaries	21,595	22,572
Social Security Costs	0	0
Pension Costs	628	559
Total	22,223	23,121

No employee received emoluments of over £60,000 during the year.

The average number of full-time equivalent employees for the year was 1.14 (2020 – 1.10), represented by two part time staff employed as centre manager and assistant throughout the year.

4. Analysis of debtors

The room hire debtor figure is for room hire charges invoiced but not yet paid. Accrued income represents room hire bookings unbilled at the year end.

5. Analysis of creditors

The creditor figure is made up as follows:

	2020/21	2019/20
	£	£
Accrual for trade creditors.	5,205	4,210
Refundable deposits received	1,225	0
Deferred revenue	230	500
Total	6,660	4,710

6. Dilapidation Reserve

The dilapidation reserve is to provide for the obligations of making good dilapidations to the Yews building, such as external decoration.

7. Capital Spending Reserve

These are amounts committed but where work is not yet completed and for which no invoice has yet been received.

8. Restricted funds

The partnership received a donation during 2019 from the Friends of the Yews (FOY) with the stipulation that a part of this donation should be allocated specifically for the benefit of the Yews' charitable users. At the beginning of the current financial year £14,190 of the restricted amount remained and no further distributions were made in the current period.

9. Related party transactions

None of the Trustees were paid any remuneration by the charity while Trustees during the year. Out of pocket expenses of £50 and £600 were incurred by and reimbursed to 2 Trustees.

10. Grants and donations

The Yews is grateful to a number of individuals, organisations and groups, including the following, for their financial support during the year.

The Haywards Heath Society
Haywards Heath Rotary

Donors in memory of Elizabeth Peel
Other anonymous donors