

REGISTERED COMPANY NUMBER: 07687575 (England and Wales)  
REGISTERED CHARITY NUMBER: 1145570

**Report of the Trustees and  
Financial Statements for the Year Ended 31 March 2022  
for  
The Clubhouse Project Limited**

CSL Partnership Limited  
Unit 4D, Lansbury Business Estate  
102 Lower Guildford Road  
Knaphill  
Woking  
Surrey  
GU21 2EP

**The Clubhouse Project Limited**

**Contents of the Financial Statements  
for the Year Ended 31 March 2022**

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## **The Clubhouse Project Limited**

### **Report of the Trustees for the Year Ended 31 March 2022**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

To relieve the needs of young adults with severe learning difficulties and their families and carers by the provisions of a day care facility.

##### **Significant activities**

In setting out our objectives and planning our activities the Trustees have given careful consideration to the charity commission's guidance on public benefit and in particular to its supplementary public benefit guidance on fee charging.

The Clubhouse Project Limited provides day care for young adults with severe learning difficulties in a safe and secure site and also in the local community by supporting them in accessing relevant and stimulating activities.

The charity provides support services to the day centre to enable it to continue to provide relief to the families and carers of the young adults between 0900 and 1700 hours.

The charity supports the young adults in the attainment of social and personal care skills to help them function as independently as possible in the wider community, to continue to develop their communication skills and where possible, to develop skills and confidence to take them into the workplace.

All transport provision, extra curricular activities, resources, security and infrastructure to enable the service to operate are provided by the charity.

Provision of personal items to assist young adults entering supported living.

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

The Clubhouse Project Ltd raised funds and submitted grant applications towards providing the following:

Due to Covid-19, activities have been severely disrupted but the charity did support the young adults with care packages and activities via Zoom, especially those who were shielding. Fundraising has also been severely affected.

Provision of minibus services for the year.

A Christmas party for service users including gifts.

Fees for off-site activities.

The hire of three allotment spaces to produce and encourage healthy eating and lifestyle.

Unrestricted funds were used for additional day trips, offsite activities and resources for the growing number of service users and the alternative provisions due to Covid-19. The charity have concentrated on the internal structure and in doing so have achieved the status of OCR Accredited Life Skills Centre.

#### **FINANCIAL REVIEW**

##### **Reserves policy**

The unrestricted funds of £101,827 are to be used for providing resources for the growing number of young adults using the service.

## **The Clubhouse Project Limited**

### **Report of the Trustees for the Year Ended 31 March 2022**

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#### **FUTURE PLANS**

To maintain the current mini buses, cabin, allotments and sensory garden.

To continue to develop the website and promote The Clubhouse Project to a wider community offering support.

To secure funding for specialist communication aids for a number of non-verbal service users and support external suppliers of specialist speech and language, including music therapy and dance sessions.

To provide continued consumables and equipment necessary to enhance daily activities which incorporate life skills (cooking, needlecraft, horticulture, volunteering etc.).

To provide specialist fitness and diet programmes with memberships to local gymnasiums specific to each individual's needs and requirements to encourage healthy lifestyle.

To provide training and provisions for a personal centred approach to ensure each individual's needs are met and achieved.

To continue the established relationship with the local private school in order to raise local awareness of our work with families of learning disabled adults and to raise funds for future resources and accessing off site activities for our expanding clientele such as golf and tennis and planning a week away with sixth formers to Lourdes, France

To continue to host craft sales and support fund-raising activities to generate funds for resources and consumables to use daily.

To apply for local and national grants to support our ambitions to expand our service and support more families and to offer a wider range of experiences for our service users.

To maintain the use of additional space in Chertsey recreational ground for arts & crafts and upcycling projects.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

##### **Recruitment and appointment of new trustees**

There were 3 trustees throughout the period. Any new appointments are at the agreement of all of the trustees.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Company number**

07687575 (England and Wales)

##### **Registered Charity number**

1145570

##### **Registered office**

Unit 4D, Lansbury Business Estate  
102 Lower Guildford Road  
Knaphill  
Woking  
Surrey  
GU21 2EP

**The Clubhouse Project Limited**

**Report of the Trustees  
for the Year Ended 31 March 2022**

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**Trustees**

Mrs S L Willis  
Mrs K I Prior  
Mrs V McMahon

**Company Secretary**

Mrs S L Willis

**Independent Examiner**

CSL Partnership Limited  
Unit 4D, Lansbury Business Estate  
102 Lower Guildford Road  
Knaphill  
Woking  
Surrey  
GU21 2EP

Approved by order of the board of trustees on 19 August 2022 and signed on its behalf by:

A handwritten signature in blue ink, appearing to be 'S L Willis', written in a cursive style.

Mrs S L Willis - Secretary

**Independent Examiner's Report to the Trustees of  
The Clubhouse Project Limited**

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**Independent examiner's report to the trustees of The Clubhouse Project Limited ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

CSL Partnership Limited  
Unit 4D, Lansbury Business Estate  
102 Lower Guildford Road  
Knaphill  
Woking  
Surrey  
GU21 2EP

CSL Partnership LTD

19 August 2022

The Clubhouse Project Limited

Statement of Financial Activities  
for the Year Ended 31 March 2022

	Notes	Unrestricted fund £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		37,540	-	37,540	19,931
Investment income	2	6	-	6	17
<b>Total</b>		<b>37,546</b>	<b>-</b>	<b>37,546</b>	<b>19,948</b>
<b>EXPENDITURE ON</b>					
Charitable activities					
Day care centre		19,594	-	19,594	20,849
<b>NET INCOME/(EXPENDITURE)</b>		<b>17,952</b>	<b>-</b>	<b>17,952</b>	<b>(901)</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		83,875	1,767	85,642	86,543
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>101,827</b>	<b>1,767</b>	<b>103,594</b>	<b>85,642</b>

The notes form part of these financial statements

**The Clubhouse Project Limited**

**Balance Sheet**  
**31 March 2022**

	Notes	Unrestricted fund £	Restricted funds £	<b>31.3.22 Total funds £</b>	31.3.21 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	6	<b>42,994</b>	-	<b>42,994</b>	49,798
<b>CURRENT ASSETS</b>					
Debtors	7	-	-	-	438
Cash at bank		<b>72,969</b>	<b>1,767</b>	<b>74,736</b>	57,516
		<b>72,969</b>	<b>1,767</b>	<b>74,736</b>	57,954
<b>CREDITORS</b>					
Amounts falling due within one year	8	<b>(14,136)</b>	-	<b>(14,136)</b>	(22,110)
<b>NET CURRENT ASSETS</b>		<b>58,833</b>	<b>1,767</b>	<b>60,600</b>	35,844
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>101,827</b>	<b>1,767</b>	<b>103,594</b>	85,642
<b>NET ASSETS</b>		<b>101,827</b>	<b>1,767</b>	<b>103,594</b>	85,642
<b>FUNDS</b>	9				
Unrestricted funds				<b>101,827</b>	83,875
Restricted funds				<b>1,767</b>	1,767
<b>TOTAL FUNDS</b>				<b>103,594</b>	85,642

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements



**The Clubhouse Project Limited**

**Balance Sheet - continued**  
**31 March 2022**

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These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 19 August 2022 and were signed on its behalf by:

K I Prior - Trustee

A handwritten signature in black ink, appearing to read 'K I Prior', with a small horizontal line at the end.

S L Willis - Trustee

A handwritten signature in blue ink, appearing to read 'S L Willis', with a wavy, stylized end.

The notes form part of these financial statements

## 1. ACCOUNTING POLICIES

### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Cabin	- 10% on cost
Plant and machinery	- 25% on reducing balance
Motor vehicles	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

### Taxation

The charity is exempt from corporation tax on its charitable activities.

### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**2. INVESTMENT INCOME**

	<b>31.3.22</b>	31.3.21
	<b>£</b>	£
Deposit account interest	<u>6</u>	<u>17</u>

**3. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	<b>31.3.22</b>	31.3.21
	<b>£</b>	£
Depreciation - owned assets	<u><b>6,804</b></u>	<u>7,568</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

**5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	19,931	-	19,931
Investment income	<u>17</u>	<u>-</u>	<u>17</u>
<b>Total</b>	<u>19,948</u>	<u>-</u>	<u>19,948</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Day care centre	19,637	1,212	20,849
<b>NET INCOME/(EXPENDITURE)</b>	311	(1,212)	(901)
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	83,564	2,979	86,543
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>83,875</u>	<u>1,767</u>	<u>85,642</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2022**6. TANGIBLE FIXED ASSETS**

	Cabin £	Plant and machinery £	Motor vehicles £	Computer equipment £	Totals £
<b>COST</b>					
At 1 April 2021 and 31 March 2022	<u>45,157</u>	<u>11,797</u>	<u>46,249</u>	<u>6,188</u>	<u>109,391</u>
<b>DEPRECIATION</b>					
At 1 April 2021	<u>4,516</u>	<u>9,931</u>	<u>39,913</u>	<u>5,233</u>	<u>59,593</u>
Charge for year	<u>4,515</u>	<u>466</u>	<u>1,584</u>	<u>239</u>	<u>6,804</u>
At 31 March 2022	<u>9,031</u>	<u>10,397</u>	<u>41,497</u>	<u>5,472</u>	<u>66,397</u>
<b>NET BOOK VALUE</b>					
At 31 March 2022	<u>36,126</u>	<u>1,400</u>	<u>4,752</u>	<u>716</u>	<u>42,994</u>
At 31 March 2021	<u>40,641</u>	<u>1,866</u>	<u>6,336</u>	<u>955</u>	<u>49,798</u>

**7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>31.3.22</b>	<b>31.3.21</b>
	£	£
Other debtors	-	438
	<u></u>	<u></u>

**8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>31.3.22</b>	<b>31.3.21</b>
	£	£
Trade creditors	-	1,036
Other creditors	<b>12,318</b>	19,256
Accrued expenses	<b>1,818</b>	1,818
	<u>14,136</u>	<u>22,110</u>

**9. MOVEMENT IN FUNDS**

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
<b>Unrestricted funds</b>			
General fund	<b>83,875</b>	<b>17,952</b>	<b>101,827</b>
<b>Restricted funds</b>			
Hamilton fund	<b>1,767</b>	-	<b>1,767</b>
<b>TOTAL FUNDS</b>	<u><b>85,642</b></u>	<u><b>17,952</b></u>	<u><b>103,594</b></u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2022

9. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	37,546	(19,594)	17,952
<b>TOTAL FUNDS</b>	<u>37,546</u>	<u>(19,594)</u>	<u>17,952</u>

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
<b>Unrestricted funds</b>			
General fund	83,564	311	83,875
<b>Restricted funds</b>			
Hamilton fund	1,767	-	1,767
Music therapy	1,212	(1,212)	-
	<u>2,979</u>	<u>(1,212)</u>	<u>1,767</u>
<b>TOTAL FUNDS</b>	<u>86,543</u>	<u>(901)</u>	<u>85,642</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	19,948	(19,637)	311
<b>Restricted funds</b>			
Music therapy	-	(1,212)	(1,212)
<b>TOTAL FUNDS</b>	<u>19,948</u>	<u>(20,849)</u>	<u>(901)</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2022

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	At 31.3.22 £
<b>Unrestricted funds</b>			
General fund	83,564	18,263	101,827
<b>Restricted funds</b>			
Hamilton fund	1,767	-	1,767
Music therapy	1,212	(1,212)	-
	<u>2,979</u>	<u>(1,212)</u>	<u>1,767</u>
<b>TOTAL FUNDS</b>	<u>86,543</u>	<u>17,051</u>	<u>103,594</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	57,494	(39,231)	18,263
<b>Restricted funds</b>			
Music therapy	-	(1,212)	(1,212)
	<u>57,494</u>	<u>(40,443)</u>	<u>17,051</u>
<b>TOTAL FUNDS</b>	<u>57,494</u>	<u>(40,443)</u>	<u>17,051</u>

The Hamilton fund has been setup to purchase sensory equipment and noticeboards for Clubhouse 2.

The Music Therapy fund is for music therapy classes provided by the Richmond Music Therapy Group.

10. RELATED PARTY DISCLOSURES

During the year The Clubhouse Project Day Services Ltd paid for expenses on behalf of the Charity. The total amount owed to the company at 31 March 2022 was £11,144 (2021 - £18,967).

**The Clubhouse Project Limited**

**Detailed Statement of Financial Activities  
for the Year Ended 31 March 2022**

	31.3.22 £	31.3.21 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	<b>37,540</b>	19,931
<b>Investment income</b>		
Deposit account interest	<b>6</b>	17
<b>Total incoming resources</b>	<b>37,546</b>	19,948
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Activities	<b>9,820</b>	10,059
Bank charges	<b>424</b>	379
Depn of cabin	<b>4,516</b>	4,516
Plant and machinery	<b>467</b>	622
Motor vehicles	<b>1,584</b>	2,112
Computer equipment	<b>239</b>	318
	<b>17,050</b>	18,006
<b>Support costs</b>		
<b>Governance costs</b>		
Accountancy and legal fees	<b>2,544</b>	2,843
<b>Total resources expended</b>	<b>19,594</b>	20,849
<b>Net income/(expenditure)</b>	<b>17,952</b>	(901)

This page does not form part of the statutory financial statements