

# **SOPER HALL COMMUNITY CENTRE LIMITED**

## **DIRECTORS' REPORT AND ACCOUNTS**

### **FOR THE YEAR ENDED 30 NOVEMBER 2024**

Charity Registration No. 1147266

## **SOPER HALL COMMUNITY CENTRE LIMITED**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

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**Secretary** Champ Secretaries Limited

**Directors** A J Parr  
M Baker  
H A Hopkinson  
M Cooper  
C Baker  
D Knight  
M Smith

**Charity number** 1147266

**Registered Company number** 07452019

**Registered office address** Soper Hall  
Harestone Valley Road  
Caterham  
Surrey  
CR3 6HY

**Independent Examiner** Richard Dean FCA  
123 Aveling Close  
Purley  
Surrey  
CR8 4DY

**Bankers** Unity Trust  
Nine Brindley Place  
Birmingham  
B1 2HB

Natwest Bank  
39 Station Road  
Redhill  
RH1 1QN

## **SOPER HALL COMMUNITY CENTRE LIMITED**

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## **SOPER HALL COMMUNITY CENTRE LIMITED**

### **DIRECTORS' REPORT FOR THE YEAR ENDED 30 NOVEMBER 2024**

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The Directors present their report and accounts for the year ended 30 November 2024.

The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the charity's constitution, memorandum and articles incorporated 26 November 2010 and as amended by special resolution registered at Companies House on 12 April 2012, applicable law and the requirements of the Statement of Recommended Practice, FRS102 "Accounting and Reporting by Charities" issued in July 2014.

#### **Structure, governance and management**

Soper Hall Community Centre Limited is a registered charity number 1147266 and is a company limited by guarantee and exists to pursue the charity's objects that are specifically restricted to the following: (1) to further or benefit the residents of Caterham, Surrey, and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation, leisure time with the objective of improving the conditions of life for the residents.

In furtherance of these objects but not otherwise, the trustees shall have the power to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

The charity was incorporated as a company limited by guarantee on 26<sup>th</sup> November 2010, and the Soper Hall property was acquired by the company for 99p on 25 May 2012 from Tandridge Council. The property was valued at £450,000.

The Directors who served throughout the year, unless where otherwise stated, were as follows:

A Parr

M Cooper

B Connolly - Resigned 8 October 2024

M Baker

H Hopkinson

C Baker

D Knight

M Smith

## **SOPER HALL COMMUNITY CENTRE LIMITED**

### **DIRECTORS' REPORT**

#### **FOR THE YEAR ENDED 30 NOVEMBER 2024** (Continued)

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#### **Objectives and activities**

The charity's registered premises are located at Soper Hall, Harestone Valley Road, Caterham, Surrey, CR3 6HY. The premises are located central to the local Caterham community.

The primary objects of the charity are to provide services to help and support people in the local community by providing suitable community centered activities and events.

#### **Achievements and performance**

The charity has established itself as a focal point for the community and has an active Board of Management and systems in place so as to productively and causatively maintain Soper Hall.

#### **Staff**

The charity has no employees.

#### **Activities**

The halls have been available for a wide range of activities including weddings, community events and private parties.

#### **Services**

The Soper Hall is available for all sorts of hirings with kitchen facilities.

#### **Funding**

The charity seeks all available funding in pursuit of its objectives to make the Soper Hall an active facility central to Caterham.

#### **Financial review**

The net incoming resources for the year amounted to £1,228 (2023 - £25,170) with total reserves standing at £531,795 as at the end of November 2024.

The Board of Directors aim to establish a policy whereby sufficient reserves, not restricted, committed or designated be carried to support resources expended at a level enabling the continuation of the current activities of the charity in the event of adversity.

## **SOPER HALL COMMUNITY CENTRE LIMITED**

### **DIRECTORS' REPORT**

**FOR THE YEAR ENDED 30 NOVEMBER 2024** (Continued)

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#### **Asset cover for funds**

Note 12 sets out an analysis of the assets attributable to the various funds and description of the trusts. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

#### **Induction, recruitment and training of trustees**

The power to appoint new trustees rests with the current trustees.

#### **Public benefit statement**

The Charity's trustees have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, they have considered how planned activities will contribute to the aims and objectives they have set.

#### **Risk policy**

The Trustees periodically carry out a risk assessment and review of the operations. As the charity is small, it is flexible and responsive to the changes in the needs of the users and beneficiaries.

#### **Investment policy**

The Trustees are conscious of how charity funds are used. Any investments that are made are carefully considered and the impact on the available funds are considered.

#### **Achievements**

During the year the company maintained a tight control of expenses including energy costs.

On Behalf of the Board



**Champ Secretaries Limited – Secretary**

Dated 8 July 2025.

## **SOPER HALL COMMUNITY CENTRE LIMITED**

### **INDEPENDENT EXAMINER'S REPORT TO THE BOARD MEMBERS OF SOPER HALL COMMUNITY CENTRE LIMITED**

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I report on the accounts of the charitable company for the year ended 30 November 2024 which are set out on pages 9 - 17.

#### **Respective responsibilities of trustees and reporting accountants**

The Board Members, who are also the directors of Soper Hall Community Centre Limited, for the purposes of company law, are responsible for the preparation of the accounts. The Board Members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an Independent Examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

#### **Basis of Independent Examiner's report**

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

**INDEPENDENT EXAMINER'S REPORT  
TO THE BOARD MEMBERS OF SOPER HALL COMMUNITY CENTRE LIMITED  
(Continued)**

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**Independent examiner's statement**

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

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - (ii) to prepare accounts with the accounting records, comply with the requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Richard Dean FCA

123 Aveling Close  
Purley  
Surrey  
CR8 4DY

Dated: 8th July 2025



**SOPER HALL COMMUNITY CENTRE LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 30 NOVEMBER 2024**

		Un- restricted funds	Desig- nated funds	Re- stricte d funds	Total 2024	Total 2023
	Notes	£	£	£	£	£
<b>Incoming resources from generated funds</b>						
Donations and gifts	2	2,479	-	-	<b>2,479</b>	2,767
Trading income	3	89,781	-	-	<b>89,781</b>	84,227
		92,260	-	-	<b>92,260</b>	86,994
Activities in furtherance of Charity's objects	4	13,718	-	-	<b>13,718</b>	11,066
Total incoming resources		105,978	-	-	<b>105,978</b>	98,060
<b><u>Resources expended</u></b>						
<b>Charitable activities</b>						
Project expenses	5	29,700	-	-	<b>29,700</b>	25,545
Property running costs		74,050	-	-	<b>74,050</b>	46,345
Total charitable expenditure		103,750	-	-	<b>103,750</b>	71,890
Governance costs		1,000	-	-	<b>1,000</b>	1,000
Total resources expended		104,750	-	-	<b>104,750</b>	72,890
Net income/expenditure for the year		1,228	-	-	<b>1,228</b>	25,170

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

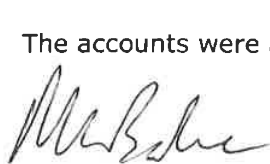
**SOPER HALL COMMUNITY CENTRE LIMITED**  
**BALANCE SHEET**  
**AS AT 30 NOVEMBER 2024**

	Notes	£	2024	£	2023
					£
<b>Fixed assets</b>					
Freehold building & Equipment	8		450,000		451,115
			450,000		451,115
<b>Current assets</b>					
Debtors	9	24,616		31,231	
Cash at bank and in hand		72,625		57,314	
		97,241		88,545	
Creditors: amounts falling due within one year	10	(15,446)		(9,093)	
Net current assets			81,795		79,452
Total assets less current liabilities			531,795		530,567
<b>Revaluation reserve</b>	11		449,999		449,999
<b>Income funds</b>					
<u>Unrestricted funds</u>					
Other charitable funds	12		81,796		80,568
			531,795		530,567

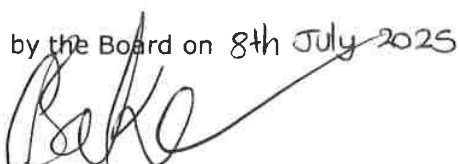
The Company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 November 2024. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and applications of resources, including its income and expenditure for the financial year in accordance with the requirements of the Companies Act 2006 relating to accounts so far as applicable to the company.

The accounts were approved by the Board on 8th July 2025



M Baker



C Baker – Chair

Company Registration No. 07452019

## **SOPER HALL COMMUNITY CENTRE LIMITED**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 NOVEMBER 2024**

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#### **1 Accounting policies**

##### **1.1 Basis of preparation**

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, FRS102 "Accounting and Reporting by Charities", issued in July 2014 and the Companies Act 2006.

##### **1.2 Incoming resources**

Incoming resources development funding, donations and hall hires are recognised in full in the Statement of Financial Activities in the year in which they are received exclusive of VAT.

Voluntary Income is received by way of donations, collections and grants and is included in full in the Statement of Financial Activities in the year in which they are received.

##### **1.3 Resources expended**

Resources expended are recognised in the period in which they are incurred. Resources expended are stated exclusive of VAT.

## **SOPER HALL COMMUNITY CENTRE LIMITED**

### **NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 30 NOVEMBER 2024**

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#### **1 Accounting policies (continued)**

##### **1.4 Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold property	Nil
Fixtures, fittings & equipment	25% straight line

The Directors consider that the value of the freehold property is vastly greater than the acquired value and given the intended substantial refurbishment no depreciation is necessary.

##### **1.5 Accumulated funds**

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

Designated funds are funds earmarked by the Board of Directors for particular purposes.

##### **1.6 Unrestricted Funds**

Unrestricted funds are donations and other incoming resources received or generated for the object of the charity without further specified purpose and are available as general funds.

#### **2 Donations and Gifts**

	<b>Unrestricted Funds £</b>	<b>Designated funds £</b>	<b>Restricted funds £</b>	<b>Total £</b>
2024	2,479	-	-	2,479
2023	2,767	-	-	2,767

**SOPER HALL COMMUNITY CENTRE LIMITED**

**NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 30 NOVEMBER 2024**

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**3 Trading income**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Office & Car Park Rent income	45,511	37,135
Hall Rental Income	44,270	47,092
	<u>89,781</u>	<u>84,227</u>

**4 Activities in furtherance of the charity's objects**

**Income receivable for charitable activities**

	<b>Unrestricted funds</b>	<b>Designated Funds</b>	<b>Restricted funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
2024	13,718	-	-	13,718
2023	11,066	-	-	11,066

**SOPER HALL COMMUNITY CENTRE LIMITED****NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 30 NOVEMBER 2024****5 Total resources expended**

	<b>Labour Costs £</b>	<b>Depre- ciation £</b>	<b>Other costs £</b>	<b>Total 2024 £</b>	<b>2023 £</b>
<b>Charitable activities</b>					
<u>Project expenses</u>					
Activities undertaken directly	12,987	-	16,713	29,700	25,545
<u>Office running costs</u>					
Activities undertaken directly	-	1,115	72,935	74,050	46,345
	12,987	1,115	89,648	103,750	71,890
<b>Governance costs</b>	-	-	1,000	1,000	1,000
	12,987	1,115	90,648	104,750	72,890

Governance costs include payments to Independent Examiners of £1,000.

**6 Trustees**

None of the trustees (or any persons connected with them) received any remuneration during the year.

**7 Employees**

There were no employees in either year.

**SOPER HALL COMMUNITY CENTRE LIMITED**

**NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 30 NOVEMBER 2024**

**8 Fixed Assets**

	<b>Freehold property £</b>	<b>Equipment £</b>	<b>Total £</b>
<b>Cost</b>			
1.12.2023	450,000	7,417	457,417
Additions	-	-	-
Revaluations	-	-	-
Disposals	-	-	-
30.11.2024	450,000	7,417	457,417
<b>Depreciation</b>			
1.12.2023	-	6,302	6,302
Charge for the year	-	1,115	1,115
Released on disposal	-	-	-
30.11.2024	-	7,417	7,417
<b>Net Book Value</b>			
1.12.2023	450,000	1,115	451,115
30.11.2024	450,000	-	450,000

**SOPER HALL COMMUNITY CENTRE LIMITED****NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 30 NOVEMBER 2024****9 Debtors**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Other debtors	24,616	31,231
	<u>24,616</u>	<u>31,231</u>

**10 Creditors: amounts falling due within one year**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Other creditors	14,446	8,093
Accruals	1,000	1,000
	<u>15,446</u>	<u>9,093</u>

**11 Revaluation Reserve**

Revaluation reserve at 01.12.23	449,999
Revaluation of freehold in year	-
Revaluation reserve at 30.11.24	<u>449,999</u>

**12 Analysis of net assets between funds**

Fund balances at 30 November 2024 are represented by:

	<b>Unrestricted funds</b>	<b>Designated Funds</b>	<b>Restricted funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fixed Assets	-	-	450,000	450,000
Net Current Assets	81,795	-	-	81,795
	<u>81,795</u>	<u>-</u>	<u>450,000</u>	<u>531,795</u>



# **SOPER HALL COMMUNITY CENTRE LIMITED**

## **INCOME AND EXPENDITURE FOR THE YEAR ENDED 30 NOVEMBER 2024**

	<b>2024</b>		<b>2023</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Income				
Events income	13,545		10,905	
Unrestricted Grants	2,479		2,767	
Hall Rental Income	44,270		47,092	
Office Rental income	45,511		37,135	
Other income	<u>173</u>		<u>161</u>	
		105,978		98,060
Expenditure				
Repairs & Maintenance	24,383		6,406	
Advertising & Marketing	2,264		1,206	
Legal fees	35		-	
Light & heat	19,731		13,277	
Rates	3,601		2,237	
Insurance	6,944		6,486	
Subsistence	253		458	
Event Costs	3,182		129	
Cleaning	18,276		16,084	
Printing & Stationery	492		430	
Computer expenses	1,097		1,955	
Accountancy	1,000		1,000	
Bank charges	83		(49)	
Telephone	1,925		565	
Operating Leases	2,575		2,575	
General expenses	74		1,407	
Community activities	553		246	
Bar stock	180		2,887	
Volunteer training	-		35	
Subscriptions	-		25	
Bad debt	-		2,348	
Labour	12,987		11,328	
Depreciation of plant & equipment	<u>1,115</u>		<u>1,855</u>	
Total		104,750		72,890
Surplus for the year		<u>1,228</u>		<u>25,170</u>