

Clockhouse Community Association

(A registered Charity and Company Limited by Guarantee)

Report and Financial Statements for the year ended 31 March 2025

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(A registered Charity and Company Limited by Guarantee)

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Clockhouse Community Association

Registered Charity Number: 1148357

Registered Company Number: 07907667 (England and Wales)

Reference & Administrative Details

Charity Name	Clockhouse Community Association
Date of Incorporation	12th January 2012
Registered Company No:	07907667
Charity Registration No.	1148357
Address	Hillcrest Halls 42 Fryston Avenue The Mount Coulston, Surrey CR5 2PT
Board of Directors	Leigh Wicks (Chair) - Trustee Rowena Wicks - Trustee Barry Todman - Trustee Amy Haldane (LB Sutton) Resigned 18/06/25 Blessing Mayomi – Resigned 25/11/25 Cllr Moira Butt (LB Sutton) - Trustee Lee Byatt - Trustee Lisa Webster (LB Sutton) Hannah Brittain - Trustee
Company Treasurer	Rowena Wicks
Bankers	The Co-operative Bank
Independent Examiner	Dunstanette Kuti FCCA MSCI Community Accountant Community Action Sutton Granfers Community Centre 73-79 Oakhill Rd Sutton SM1 3AA

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Chair's Report

I am pleased to present the Chairman's Report for the year ended 31st March 2025.

The year has been one of relative stability and consolidation for the organisation. Following periods of external and internal challenge in recent years, the focus throughout the year has been on maintaining financial resilience and continuing to deliver our core activities in line with our objectives.

The financial position of the organisation has remained stable during the year. Against a backdrop of continued economic uncertainty and cost pressures, careful financial planning and monitoring have supported the responsible management of resources. The organisation has continued to operate within budget, with appropriate consideration given to sustainability and longer-term planning. In relation to energy costs, the organisation has sought external support and, with assistance from the Financial Ombudsman, is hopeful of securing a more favourable energy arrangement going forward.

Our constitution and procedures have been reviewed this year where necessary, and the organisation has continued to meet its statutory and regulatory responsibilities.

Looking ahead, the organisation enters the new financial year with a clear sense of direction. Future priorities include continuing to raise the organisation's profile and status within the local community, alongside seeking opportunities for more secure, longer-term bookings to support financial sustainability. While recognising the challenges that remain, the organisation is well placed to continue its work, supported by stable finances and a clear focus on its objectives.

I would like to thank employees, board members and all those who support the organisation for their ongoing commitment and contribution. Their efforts are central to the organisation's continued operation and success.

On behalf of the organisation, I commend this report and the accompanying financial statements.

Leigh Wicks

Chair of Clockhouse Community Association

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TRUSTEES' REPORT

The Board of Trustees, who are also directors of the Charity for the purposes of the Companies Act 2006, presents its Annual Report and the Financial Statements of Clockhouse Community Association for the period 1 April 2024 to 31 March 2025.

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. CONSTITUTION

The Articles of Association were adopted by the founder Directors in December 2011 and registered with Companies House in January 2012. It became a registered charity in July 2012. It is the successor organisation to Clockhouse Community Association registered number 303229 which was unanimously dissolved by a general meeting of members on 28 February 2013 when it was agreed that the assets would be transferred to this company from 30 September 2013.

The Company is limited by guarantee and has no share capital.

b. METHOD OF APPOINTMENT OR ELECTION OF BOARD OF DIRECTORS

The Articles of Association set out the process for electing and appointing trustees who are also Directors of the Company. The founding directors were the 3 Trustees of the old charity. A further 2 Directors/trustees were co-opted and these appointments were confirmed by the first AGM in June 2013, together with the nomination of the LB of Sutton. The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the trust deed.

c. ORGANISATIONAL STRUCTURE AND DECISION MAKING

The Directors meet throughout the year in order to establish the policies and procedures for the company, setting its policies, overseeing the finances and guiding its work.

d. OBJECTIVES AND ACTIVITIES

The charity's general objective is to promote the benefit of the area by working with local authorities, other organisations and residents to provide facilities for education, recreation and leisure and improve the quality of life. It particular the charity would maintain and manage a community centre for the benefit of the local community.

Premises

The company leases one property: a community centre, Hillcrest Halls (a 25 year lease). There is a management agreement for the Halls which ensures that they are rent free. Otherwise the company is responsible for the running cost of the premises.

Staffing

As previously, the company has 2 employees. Our Administrator Hannah Brittain for 7 hours a week. Our Cleaner, Mrs Mary Bond is assisted by her husband and works 12 hours a week. We have always paid above the national minimum rate.

FINANCIAL REVIEW

a. RESERVES POLICY

The Board of Directors monitor the financial position in regard to the Charity's reserves policy and ensured that there are sufficient reserves in unrestricted funds to meet its foreseeable commitments.

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b. SURPLUS

The results for the year and the Charity's financial position at the end of the year are shown in the attached Financial Statement. The surplus for the year was £5,277 (2024: £4,391).

In this year, the Directors continued to monitor running costs and where possible negotiate cost effective contracts with suppliers. This, as always, is reliant on finding more help via volunteers within the community.

Responsibilities of the Board of Trustees

The Trustees (who are also the Directors of Clockhouse Community Association for the purposes of Company Law) are responsible for preparing the Trustees Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards. Company Law requires the Trustees to prepare the financial statements for each financial year which gives a true and fair view of the state of affairs of the charitable company and of the income resources and application of resources, including the income and expenditure of the charitable company for the year. In preparing these financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK accounting Standards have been followed, subject to any material departure disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

In so far as possible the Trustees are aware:

- There is no relevant financial information of which the charitable company's Independent Examiner is unaware
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any financial information and to establish that the Independent Examiner is aware of that information

Audit Exemption

The trustees have decided to take advantage of the audit provisions of the Companies Act 2006. However, under the provisions of section 145 of the Charities Act 2011 they have appointed Sutton CVS to be their independent examiner.

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities issued by the Charities Commission, updated 2015, and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

This report and statement were approved by the Trustees on 22nd December 2025 and signed by



Leigh Wicks

Chair of Clockhouse Community Association

Clockhouse Community Association

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Statement of Financial Activities for the year ended 31 March 2025

	Note	Restricted Funds £	Unrestricted Funds £	2025 £	2024 £
INCOME FROM:					
Donations		-	2,247	2,247	1,405
Grants		200	-	200	-
Charitable activities (Hall hire)		-	32,160	32,160	37,245
Total:		200	34,407	34,607	38,650
EXPENDITURE ON:					
Charitable Activities	2	-	29,330	29,330	34,259
Total:		-	29,330	29,330	34,259
NET INCOMING/ (OUTGOINGS) FOR YEAR		200	5,077	5,277	4,391
Balance Brought Forward		7,500	1,970	9,470	5,079
Funds Transfers				-	-
Balance Carried Forward		7,700	7,047	14,747	9,470

CONTINUING OPERATIONS

None of the company's activities were acquired or discontinued during the current or previous years.

TOTAL RECOGNISED GAINS AND LOSSES

The charity has no recognised gains or losses (other than the income/outgoings) for the year.

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Balance Sheet as at 31 March 2025

	Note	2025		2024	
		£	£	£	£
CURRENT ASSETS:					
Debtors		5,264		1,989	
Cash at bank and in hand		<u>19,268</u>		<u>16,248</u>	
			24,532		18,237
CREDITORS:					
Amounts falling due within one year	5		9,785		8,767
NET CURRENT ASSETS:			<u>14,747</u>		<u>9,470</u>
NET ASSETS			<u><u>14,747</u></u>		<u><u>9,470</u></u>
RESERVES:					
Restricted Funds	6		7,700		7,500
Unrestricted Funds	6		7,047		1,970
			<u><u>14,747</u></u>		<u><u>9,470</u></u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the charity to obtain an audit in accordance with section 476 of the Companies Act 2006.

The Director acknowledges their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The financial statements were approved by the board on ...22/12/2025 .and signed on its behalf by:

Lefgh Wicks.

Chair of Clockhouse Community Association

The notes on pages 8 to 11 form part of these accounts.

Clockhouse Community Association

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Notes to the Financial Statements for the year ended 31 March 2025

1. ACCOUNTING POLICIES

1.1a Basis of preparation of the financial statements

The financial statements are prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice "Accounting & Reporting by Charities" revised in 2015.

1.1b Fund Accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of a grant.

2. Expenditure on Charitable Activities

	Restricted £	Unrestricted £	Total 2025 £	Total 2024 £
Info Centre				
Business rates	-	100	100	50
Total Info Centre	-	100	100	50
Community Events	-	-	-	1,078
Total Community Events	-	-	-	1,078
Association Costs	-	72	72	72
Administrator's salary	-	4,915	4,915	4,260
Insurance	-	1,188	1,188	1,181
Telephone & internet	-	118	118	202
Total Association Costs	-	6,293	6,293	5,715
Hillcrest Halls				
Business rates	-	538	538	845
Cleaning materials	-	-	-	551
Electricity	-	5,799	5,799	10,445
Improvements	-	-	-	66
Insurance	-	1,886	1,886	3,187
Licences	-	166	166	159
Repairs and Maintenance	-	3,838	3,838	2,798
Rubbish removal	-	1,207	1,207	948
Wages	-	8,334	8,334	7,213
Water rates	-	444	444	479
Total Hillcrest Halls	-	22,212	22,212	26,691
Independent Examination	-	725	725	725
Total Charitable Activities	-	29,330	29,330	34,259

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Notes to the Financial Statements for the year ended 31 March 2025 (continued)

3. Staff Costs

	2025	2024
	£	£
Gross wages, salaries and benefits in kind	12,992	11,222

The number of employees at the end of the year totalled two (2024: two).

4. Trustee Remuneration & Related Party Transactions

During the year, Hannah Brittain received remuneration for her role as the Association's administrator. The total amount paid for salary was £4,787. This payment is distinct from her duties as a trustee

5. Creditors: Amounts falling due within one year

	2025	2024
	£	£
Halls deposits held	1,790	2,200
Creditors	7,995	6,568
	9,785	8,768

6. Movement in Funds

	At 31 March 2024	Income	Expenditure	Transfers	At 31 March 2025
	£	£	£	£	£
Restricted					
Grants - community events	6,900	-	-		6,900
Grants - Kitchen	600	200	-		800
	7,500	200	-	-	7,700
Unrestricted					
General Fund	1,970	34,407	(29,330)		7,047
Total Funds	9,470	34,607	(29,330)	-	14,747

Independent Examiner's Report on the Accounts

I report on the accounts for the charity for the year ended 31st March 2025.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 and that an Independent Examination is needed

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general directions given by the Charities Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent review

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently 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 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 Trustees have not met the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records, and comply with the accounting requirements of the 2011 Charities Act

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Name: Dunstanette Kuti, FCCA MCSI
Position: Community Accountant
Community Action Sutton
Granfers Community Centre, 73-79 Oakhill Road, Sutton, Surrey, SM1 3AA

Date 14/01/26