



NEW WINDMILL HALL COMMUNITY ASSOCIATION

TRUSTEES' REPORT

&

FINANCIAL STATEMENTS

YEAR ENDED 30TH SEPTEMBER 2024

NEW WINDMILL HALL COMMUNITY ASSOCIATION TRUSTEES' REPORT FOR THE YEAR ENDED 30TH SEPTEMBER 2023

REFERENCE & ADMINISTRATIVE DETAILS

CHARITY NAME: New Windmill Hall Community Association

CHARITY REGISTRATION NUMBER: 1150748

PRINCIPLE OFFICE: New Windmill Hall
St. Mary's Lane
Upminster
RM14 2QH

TRUSTEES

The trustees who served on the committee during the year were as follows:

Sara Routledge – CHAIR

Brenda Soane - TREASURER

Sandy Scott - SECRETARY

Christopher Coughlan – VICE CHAIR

Marzio Bettaga

Yulia Gudkova

Eve Ashby

*Unless indicated, all trustees remained in service during the reporting year and after year end.

GOVERNANCE, STRUCTURE & MANAGEMENT

New Windmill Hall Community Association (NWHCA) was formed on 12th April 2012 and is registered with the Charity Commission. On this day, the associations constitution was adopted and is annually reviewed by the governing board of trustees, along with all governing policies and documents, included and not limited to:

- Health & Safety
- Equal Opportunities
- Child Protection
- Safeguarding vulnerable people
- GDPR
- Insurances

The charity is managed by a management committee which consists of:

- The Honorary Officers**
- Up to eight individuals elected at the Annual general Meeting,
- Persons co-opted individually by the Management Committee who will serve until the conclusion of the next Annual General Meeting provided that such members shall not exceed one quarter of the number of elected members
- Trustees are members of the management Committee who have been approved at an Annual General Meeting.
- All members of the management committee shall retire at the end of each Annual General Meeting, but they may be re-elected or re-appointed.

**The honorary officers are the Treasurer and Secretary who are elected at the Annual General Meeting. If not elected at the Annual General Meeting, the Chairman and Vice Chairman will be elected by the Management Committee at its first meeting after the Annual General Meeting.

NWHCA's property operations are managed by self-employed service providers and volunteers, with no current paid staff.

OBJECTIVES & ACTIVITIES

The charity operates the New Windmill Hall in Upminster to serve the residents of Upminster, Havering, and neighbouring communities. Its primary objective is to provide facilities supporting recreation, leisure, and education. This goal is accomplished through a programme of events organised in collaboration with residents, statutory bodies, voluntary groups, and other organisations. The overarching aim is to enhance quality of life, health, and wellbeing, as well as to advance additional charitable purposes as determined periodically.

REVIEW OF ACTIVITIES AND PUBLIC BENEFIT

The committee remains committed to managing New Windmill Hall for the benefit of the local community, with a shared vision to create expanded opportunities that empower, support, and foster development within the area. This will be achieved through our own initiatives as well as collaborative partnerships.

Private hire of the hall for events such as wedding receptions, birthday celebrations, and community gatherings continues to be highly valued, particularly in the current economic context.

New Windmill Hall also serves as a venue for a variety of groups, including small charities, non-profit organisations, local government bodies, and small businesses, enabling them to provide a broad range of activities to the community. These offerings—which encompass dance classes, language lessons, lectures, fitness programmes, and social clubs—play a key role in enhancing and maintaining the quality of life for all community members.

POLICIES

The Association has scheduled external maintenance of the hall for the following year. To prepare for potential future expenses, the committee has established a maintenance fund, which currently holds £5,000.

RISK MANAGEMENT

Risks have been assessed and measures implemented to minimise identified risks. No significant accidents were reported.

Data protection procedures comply with the Data Protection Act.

All new regular users of the hall are required to complete a risk assessment and supply their own Public Liability Insurance.

Approved by the trustees and signed on their behalf by:

Sara Routledge

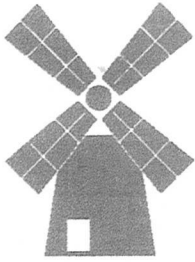
Chairman

25/06/2025

NEW WINDMILL HALL COMMUNITY ASSOCIATION

ACCOUNTS YEAR END 30TH SEPTEMBER 2024

CHARITY NO : 1150748



New Windmill Hall Community Association

New Windmill Hall
St Mary's Lane
UPMINSTER
RM14 2QH

Tel: 01708 220242

NEW WINDMILL HALL COMMUNITY ASSOCIATION
(Charity Number 1150748)

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED SEPTEMBER 2024

	Note	Year ended		Year ended	
		30th September 2024		30th September 2023	
		£	£	£	£
INCOME			102,106		98,288
EXPENSES					
Deposits Returned		9,890		7,792	
Hall Steward		33,343		26,287	
Gas & Electricity		12,599		7,477	
Rent & Rates		4,305		5,739	
Water Rates		2,076		2,937	
Insurance		1,128		536	
Advertising		50		135	
Telephone & Internet		1,792		1,805	
Administration		5,887			
Printing, postage and stationary		297		972	
General Maintenance		7,883		26,198	
Maintenance Provision				6	
Refuse Collection		4,024		2,974	
Cleaning		8,240		8,923	
Sundry		2,434		673	
Events		1,845		1,132	
New Equipment		1,750		2,379	
			97,544		95,959
Surplus for the year			4,562	7	2,329

NEW WINDMILL HALL COMMUNITY ASSOCIATION
(Charity Number 1150748)

BALANCE SHEET as at 30th SEPTEMBER 2024

Note	30th September 2024 £	30th September 2023 £
CURRENT ASSETS		
Debtors falling due within 1 year		
Cash at Bank	7430	9685
Cash at Bank- client account	23080	15814
Prepayments	2750	3745
Grant LBH	9935	
	<u>43195</u>	<u>29244</u>
CURRENT LIABILITIES		
Creditors		
Falling due within 1 year		
Trade Creditors		4086
Falling due within 2 - 5 years		
Letting fees receivable in advance		1500
Returnable Deposits	<u>0</u>	<u>5586</u>
NETT CURRENT ASSETS	43195.42	23658.16
PROVISIONS		
	<u>43195</u>	<u>23658</u>
COMMUNITY ASSOCIATION FUNDS	<u>43195</u>	<u>23658</u>

NEW WINDMILL HALL COMMUNITY ASSOCIATION
(Charity Number 1150748)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDING 30TH SEPTEMBER 2024

1 The Association was formed on the 12th April 2012 with the object of maintaining the New Windmill Hall thereby providing a community centre which is available for the benefit and use by all members of the community

2 The Association has been granted charitable status - number 1150748

3 These accounts have been prepared under the historical cost convention in accordance with:
(a) Accounting and reporting by Charities - Statement of Recommended Practise (Financial Reporting Standard 102) and;
(b) with recognised accounting standards and;
(3)with the Charities Act

4 Grants
There were no grants received during the year.

	Year ended 30th September 2024 £	Year ended 30th September 2023 £
5 Income		
Income for the year consists of		
Letting fees for the use of the hall	101,840	98,207
Interest receivable	266	81
	<u>102,106</u>	<u>98,288</u>

6 Provision and liabilities charges

The provision was made in prior years to provide for exceptionally large items of expenditure which may arise in future years

	Year ended 30th September 2024 £	Year ended 30th September 2023 £
7 Surplus		
Surplus as at 1st October	21,294	18,965
Surplus for year	4,562	2,329
Surplus at 30th September	<u>25,856</u>	<u>21,294</u>

8 Leasehold Premises

The Association's premises Are leased from the London Borough of Havering. Under this lease the building has to be maintained and be used for the charitable objectives of the ASSOCIATION. The trustees are of the opinion that current funds and amounts allocated as per note 6 will be sufficient to comply with the maintenance provision of the lease.

9 The Association has no employees

10 No fees or expensed have been paid to the Independant Examiner.

NEW WINDMILL HALL COMMUNITY ASSOCIATION

INDEPENDANT EXAMINERS REPORT

I am reporting on the accounts of the New Windmill Hall Community Association for the year ended 30th September 2024 which are set out on pages 1 to 3

Respective responsibilities of trustee and examiner.

The charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required this year under section 144(2) of the Charities Act (the 2011 Act) and that an independent examination is needed.

It is my responsibility to: Examine the accounts under section 145 of the 2011 Act; to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and to state whether particular matters have come to my attention.

Basis of Independent examiners' 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 the trustees concerning 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 report is limited to those matters set out in the statement below.

Independent examiners' statement.

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

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



6th February 2025

Frank Marsh
6 Greenock Way, Rise Park, Romford, Essex RM1 4RT

NEW WINDMILL HALL COMMUNITY ASSOCIATION

ACCOUNTS YEAR END 30TH SEPTEMBER 2024

CHARITY NO : 1150748

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