

HENLEY COMMUNITY CENTRE CHARITY

Annual Report for the year ending 31st March 2025

THE TRUST DEED

The Henley Community Centre Charity, Church Meadows, Ashbocking Road, Henley, Ipswich, Suffolk, IP6 0RP is registered with the Charity Commissioners (No.1150878) and constituted by Deed of Trust. Henley Community Centre Charity is also registered in England and Wales as company number 8251879. It started to operate on 1st April 2013, when it inherited the assets and liabilities of the original charity (No. 1067812). The main objective of the Charity is to provide recreational and sporting facilities, playing fields, playgrounds and the Community Centre in the Parish of Henley. Henley Parish Council owns the Hall and the surrounding grounds. The Henley Community Centre Charity holds a 99-year lease commencing on the 6th January 1998 from the Parish Council. The HCCC Bar is a separate organisation, which has covenanted its profits to the Charity. A Trustee is involved in the management of the HCCC Bar.

TRUSTEES & COMMITTEES

The Charity started the year with Jo Austin, Clare Bevan, Steve Brock, Robert Earey, Lucy Finlayson, Charlotte Gillespie, Grahame Hughes and Barrie Pyke as Trustees. Ahead of the 2023 AGM, Alan Johnson stood down. During the 2024 AGM, Jo Austin, Robert Earey, Lucy Finlayson and Grahame Hughes were re-elected.

A Parish Council nominated position is held by Steve Brock and they are aware that they can nominate an additional Trustee.

There were no vacant Trustee positions at year end.

CHAIRMAN'S REPORT

It has been a mixed year for the Community Centre. Refurbishment of the Lounge Bar has been well received, albeit with an overspend. Our hire income has stagnated, in part due to very little change in our hire rates, but we have seen an increase in hires. Unfortunately, we have also seen a decline in large function bookings that bring in more income. It is not clear why this should happen as we have several wedding bookings for 25/26.

Once again, the local children have enjoyed the annual Easter Egg Hunt and a Halloween Party. They have also benefited from the Parish Council's playground upgrade to which we made a contribution.

The Henley Chefs and their helpers have also provided the catering for event at the Community Centre and around the village. Their profits are divided between a variety of charitable organisations as well as the Community Centre for which I thank them.

The Deed of Trust requires that the Charity maintains the Community Centre and I am pleased to confirm that during the year we have once again made significant investments in fixtures and building infrastructure and largely funded from reserves. Top of the list was the completion of the Lounge Bar refurbishment, there was also electrical improvement in the kitchen, decorating around the around the building and fixing pot holes on the approach road.

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To be able to maintain reserves healthy enough to be used for such investments it is important to ensure that the Centre is well used and we are also generating sufficient income from hirers and indirectly from the Bar. So, I also need to thank Kevin Griggs, who as Centre Manager has been responsible for managing the bookings, overseeing all activities in the Centre and managing the Bar. Stacey, Kailea and Jonathon also need to be thanked for all their hard work keeping the interior clean and ready for use and the grounds attractive and well presented.

Looking forward, the main hall curtains are being replaced, the changes to the seating area outside of the building will be completed. And in the not-too-distant future, the Boughton Room flooring will need to be replaced.

The Community Centre continues to have a bright future.

CHARITABLE ACTIVITIES

The trustees confirm that they have paid due regard to the Charity Commission's general guidance on public benefit. Over the years, the Charity has provided the use of the facilities to residents and a variety of village organisations at reduced rates.

During the financial year ending 31st March 2025, the village organisations using the hall during the year include:

- Henley Athletic Football Club
- Henley Bowls
- Henley Chefs
- Henley Folk Club
- Henley Guides
- Henley Parochial Church Council
- Henley Players
- Henley Pre School (Registered Charity Number: 1028129)
- Henley Primary School
- Henley Senior Citizens
- Henley WI

FINANCIAL REPORT

I have to report that after a small deficit last year, for the year ending in March 2025, the Charity recorded a significant deficit. We saw declines in income from hires and the Bar's contribution which was largely due to a drop in large functions and our hire rates had been largely frozen for a few years. To compound this, we did overspend on the Lounge Bar refurbishment, but we have been delighted with the result. Also, looking at the bigger picture, over a five-year period there has been a surplus of over £9k despite spending in the region of £90k on building refurbishment.

The General Fund surplus before transfers to Reserves for the year was £5,962. In the previous year, this was a surplus of £18,613. The Charity's income from hiring the centre/grounds fell from £45,909 to £44,661. The HCCC Bar contributions fell from a £19,326 to £15,178 (a covenanted sum of £10,678 plus a contribution to the hall running costs).

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The running costs paid out of the General Fund were £53,099 and included the wages of Jonathan Bloye, Kevin Griggs and Stacey Knight and we are grateful for all their hard work at the Centre. Last year, £46,403 was spent from the General Fund. Much of the increase during the year was due to mower repairs, ground works around the building and upgrades to the website platform.

The accumulation of monies in our General Fund should assist with future developments and improvements to the Community Centre and playing field. As has happened since 2022, the surplus has been transferred to designated funds. This year £5,962 was transferred to the Fixtures Fund and the General Fund remained at £30,644. The General Fund has been used to finance the Fixed Assets which had a written down value of £8,312. There were assets worth £817 added to the Fixed Assets during the year.

In total, the spending from all the designated funds totalled £26,004, down on the spending of £28,329 during 2023/24. The Building Fund, set up to provide for longer-term building repairs and developments started the year at a value of £55,197, with £1,309 interest being added to the fund and offsetting some of the £9,585 expenditure during the year, so the value of the fund fell to £46,921.

The fund for the purchase of new or replacement furniture, fittings & equipment started the year at a value of £41,647. With £5,962 plus £1,506 interest being added to the fund and expenditure of £12,951 during the year, the value of the fund fell to £36,164.

During the 2018/19 year, the Trustees decided to create a third Designated Fund, to be used to fund village social activities/facilities. 50% of the income received from the Henley Chefs and all the income from MSDC for recycling glass and paper has been transferred to this fund. The contributions to this fund during the year from Henley Chefs was £918, a further £344 from village recycling and interest of £1,114. The fund was used to support a variety of social events and the playground update to the sum of £3,467, with the income from events totalling £443. At the end of the year the value of the Fund had fallen from £8,394 to £7,746 as the fund was used support the playground update and the seating area outside the Lounge Bar.

The Designated Funds are held as cash, predominantly in the COIF Deposit Account and the CAF Gold accounts. The accumulated total of these funds is shown as Designated Funds in the Financial Statements.

The Restricted Funds started the year at £2,686, with £919 being added to the fund by the Henley Chefs and grant funding from MSDC of £1,412 which was used to purchases flooring for the stage. The Henley Chefs also made donations to local charities to the sum of £2,050. The fund ended the year at £1,555.

HENLEY COMMUNITY CENTRE CHARITY

Annual Report for the year ending 31st March 2025

The Independent Examiner has completed the review of this year's report and accounts.

Professional Advisers:-

Bankers:	CAF BANK Limited, Kings Hill, West Malling, Kent.
Solicitors:	Birketts LLP, 24-26 Museum Street, Ipswich, Suffolk.
Independent Examiner:	Jonathan Beards, JDB Bookkeeping

Stephen Brock

For and on behalf of the Trustees.

13th August 2025

HENLEY COMMUNITY CENTRE CHARITY

Statement Of Financial Activities for the year ending 31st March 2025

	Notes	2024 - 2025				2023 - 24
		£ General Funds	£ Designated Funds	£ Restricted Funds	£ TOTAL FUNDS	£ TOTAL FUNDS
Incoming Resources						
Grants	11			1,412	1,412	
Donations	11	613			613	622
Operating Activities -						
Use of Hall (Regular Hirers)		33,452			33,452	34,608
Use of Hall (Ad Hoc Hirers)		8,738			8,738	8,182
Use of Field		2,471			2,471	3,119
Social/Fund Raising Events	10,11		1,706	918	2,624	3,927
Marquee		450			450	850
Bar Charges	9	1,222			1,222	2,645
Investment Interest	3,6,7,8	11	3,929		3,940	3,655
Bar Contribution	9	15,178			15,178	19,326
Total Income		62,135	5,635	2,330	70,100	76,934
Expenditure						
Running Costs of Hall	6,7,12	53,099	22,537		75,636	73,930
Grant Funded Expenditure				1,412	1,412	0
Social/Fund Raising Events			3,467		3,467	802
Bar Charges	9	1,222			1,222	2,645
Depreciation of Assets	2	1,852			1,852	1,705
Donations				2,050	2,050	107
Total Resources Expended		56,173	26,004	3,462	85,639	79,189
Net Incoming/(Outgoing Resources for the Year, before Transfers		5,962	(20,369)	(1,132)	(15,539)	(2,255)
Transfer For						
Building	7				0	0
Fixtures & Fittings	6	(5,962)	5,962		0	0
Net Incoming/(Outgoing Resources for the Year, after Transfers		0	(14,407)	(1,132)	(15,539)	(2,255)
Balance brought forward 01/04/2022		30,644	105,239	2,686	138,569	140,824
Accumulated Funds						
Carried Forward		<u>30,644</u>	<u>90,832</u>	<u>1,554</u>	<u>123,030</u>	<u>138,569</u>

HENLEY COMMUNITY CENTRE CHARITY

Balance Sheet as at 31st March 2025

	Notes	2024 - 2025 £	2023 - 2024 £
Fixed Assets			
Tangible			
At Cost	2	97,584	96,767
Less Depreciation		(89,272)	(87,420)
		<u>8,312</u>	<u>9,347</u>
Current Assets			
Debtors	4	11,394	18,988
COIF Investments	3	59,631	56,817
Cash at Bank & in Hand		50,225	56,427
		<u>121,250</u>	<u>132,232</u>
Current Liabilities			
Creditors - Falling Due within one year	5	(6,532)	(3,010)
		<u>114,718</u>	<u>129,222</u>
Net Current Assets		<u>114,718</u>	<u>129,222</u>
Total Net Assets		<u>123,030</u>	<u>138,569</u>
Represented by Funds			
General Funds		30,644	30,644
Restricted Funds	11	1,555	2,686
Designated Funds:-			
Furniture, Fittings & Equipment	6	36,164	41,647
Building Repairs	7	46,921	55,198
Social	8	7,746	8,394
		<u>90,831</u>	<u>105,239</u>
Total Designated Funds		<u>90,831</u>	<u>105,239</u>
Total Funds		<u>123,030</u>	<u>138,569</u>

The notes on pages 7-12 form part of these Accounts

Stephen Brock
For and on behalf of the Trustees.
13th August 2025

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2024 to 31st March 2025

The Henley Community Centre Charity is a Registered Charity, Number 1150878, and Constituted by a Declaration of Trust. The Charity has a 99-year lease from Henley Parish Council over the Playing Field, Playground and the Community Centre and its Car Park. Use of the Community Centre began in April 1998. On 1st April 2013, operation of Henley Community Centre moved from the original Registered Charity, Number 1067812 to the new charity.

The charity is controlled by the Board of Trustees as set out on page 1.

No remuneration was paid out of the funds directly or indirectly to any Trustee or Committee Member. Reimbursement of any expenses to a Trustee is solely in respect of those items directly incurred by them for use by the Charity.

1. Accounting Policies

These accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities.

Fixed assets – Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

- I. Equipment - 20% Straight line basis
- II. Fixtures - 10% Straight line basis

Since 2011/12, the residual values of new purchases is considered to be 10% of the original cost.

Irrecoverable VAT - Resources expensed include attributable VAT which cannot be recovered.

Governance costs - Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Investments - Investments are stated at market value at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2024 to 31st March 2025

2. Fixed Assets

During the year, there were a couple purchases; vacuum cleaner (£250) and gas BBQ (£567). There were no assets that were written off.

	Equipment 5 Years £	Fixtures 10 Years £	Total £
Cost			
At 31 March 2024	46,414	50,353	96,767
Additions in year	817	0	817
Items Written Off	0	0	0
At 31 March 2024	<u>47,231</u>	<u>50,353</u>	<u>97,584</u>
Depreciation			
At 31 March 2024	38,851	48,569	87,420
Charge for the year	1,790	62	1,852
Items Written Off	0	0	0
At 31 March 2024	<u>40,641</u>	<u>48,631</u>	<u>89,272</u>
Net Book Value			
At 31 March 2025	<u>6,590</u>	<u>1,722</u>	<u>8,312</u>
At 31 March 2024	7,563	1,784	9,347

3. Investments

The Charity holds investments managed by CCLA Investment Management Limited which is the fund manager of the COIF Charities Deposit Fund and is authorised and regulated by the Financial Conduct Authority. The Fund is approved by the Charity Commission as a Common Deposit Fund under section 25 of the Charities Act 1993.

The Community Centre Charity held the following investments at the 31st March 2025. The increase on the year was £2,815 compared with an increase of £2,634 for the year ending 31st March 2024.

	31 Mar 2025 £	31 Mar 2024 £
COIF Deposit Fund balance	59,631	56,817
	<u>56,631</u>	<u>56,817</u>

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2024 to 31st March 2025

4. Debtors

The only outstanding hire fees are from regular hirers who were billed during March 2025. The Sundry Debtors were as a result of HCCC Bar cheques that have not been presented to the bank.

	31 Mar 2025	31 Mar 2024
	£	£
Hall Letting Fees	1,674	4,378
Sundry Debtors	9,720	14,610
	<u>11,394</u>	<u>18,988</u>

5. Creditors

The cost-of-living crisis has meant that for both 2024, the Hall Hire creditors figure was low due to a decline in advance bookings being taken. During 2024-2025, there was a marked increase in booking deposits for bookings after 1st April 2025.

	31 Mar 2025	31 Mar 2024
	£	£
Creditors relating to Hall Hiring Fees received in advance	6,257	2,386
Catering Paid in Advance	0	374
Provision for Independent Examination	275	250
	<u>6,532</u>	<u>3,010</u>

6. Designated Fund - Provision for Purchase of New or Replacement of Furniture, Fittings & Equipment

This fund is for the purchase of new replacement furniture, fittings & equipment. The fund is currently held as cash. During the year, there was significant expenditure from this fund, for the refurbishment of the bar serving area (£12,951). Additionally, £1,506 of interest was also added to the fund and the surplus from the General Fund was transferred to the Fund.

Movements	31 Mar 2025	31 Mar 2024
	£	£
Balance forward	41,647	47,292
Provision for year	5,962	-
Interest	1,506	1,411
Expenditure	(12,951)	(7,056)
	<u>36,164</u>	<u>41,647</u>

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2024 to 31st March 2025

7. Designated Fund - Building Repair & Development

This fund is to be used for repairs/replacement of flooring, boilers, wiring, windows, doors and new structural developments. During the year, there was once again significant expenditure from this fund, including decorating the main hall, bar and toilets (£4,656), electrical work in the kitchen (£929) and repairs to the drive and car park (£2,750). The fund did receive £1,309 of interest during the year.

Movements	31 Mar 2025	31 Mar 2024
	£	£
Balance forward	55,197	55,833
Provision for year	0	18,613
Interest	1,309	1,223
Expenditure	(9,585)	(20,471)
	<u>46,921</u>	<u>55,198</u>

8. Designated Fund - Social

This fund is to be used to finance social activities/facilities for the residents of Henley. During the year, the village's recycling income of £344 which was added to the fund. The income from social events was £443, with donations of £918 from the Henley Chefs and interest of £1,007 was added to the account. A total of £3,467 was spent on paving and seating outside of the building and finance social events.

Movements	31 Mar 2025	31 Mar 2024
	£	£
Balance forward	8,394	4,882
Provision for year	1,705	3,307
Interest	1,114	1,007
Expenditure	(3,467)	(802)
	<u>7,746</u>	<u>8,394</u>

9. Contribution by HCCC Bar

Under a Deed of Covenant, the HCCC Bar agrees to pass to the Henley Community Centre Charity their profits. During 2023/24, HCCC was able to pay the Charity £4,500 for the use of the facilities and was also able to covenant profits of £15,055. By the end of March 2025, HCCC Bar was able to pay the Charity £4,500 for the use of the facilities and was also able to covenant profits of £10,678. This drop in the covenant payments reflects fewer wedding bookings and squeezed margins.

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2024 to 31st March 2025

10. Others

The income received from MSDC for village recycling is added to the Social Designated Fund. During 2023/24 the total of other income was £497, and during 2024/25 the income was £344.

11. Donations & Grants.

During the year we received donations totalling £613 primarily from the attendees at Folk Nights which is held in the General Fund.

The Charity received grant funding to the value of £1,412 during 2024/25 which was used for new stage flooring.

Following the closure of the Henley Youth Club during 2004/5 the funds belonging to that organisation, amounting to £499, were passed to the Trustees. This value has grown and now currently stands at £590 and is held in Restricted Funds.

At the start of 2024/25, the Charity held £2,094 in a restricted fund and represents money donated to the Charity by Henley Chefs. During the year there were additions to this totalling £918 and donations to local charities/good causes of £2,050 was made, leaving the total at £962. This is held pending further distribution to local charities/good causes.

At the end of 2020/21, we received a Mid Suffolk District Council Locality Award of £2,659 to be used for the replacement of the current floodlighting of the playing field. To date, £2,657 has been spent with the remainder held as Reserved Funds pending future purchases associated with the installation of the lights.

The sum of these items in the Restricted Fund is now £1,555.

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2024 to 31st March 2025

12. Running Costs of the Hall

	31 Mar 2025 £	31 Mar 2024 £
Power & Heat		
Oil/Gas	4,143	4,675
Electricity	3,795	3,086
	7,938	7,761
Water Services	2,155	1,521
Telephone / Broadband	1,027	914
Insurance	1,890	1,737
Security Costs	685	822
Wages	24,392	23,004
Cleaning & Maintenance		
Contract Cleaning	2,247	2,797
Supplies	2,874	2,928
COVID-19	0	0
Maintenance	2,919	2,218
Petty Cash	0	0
Grounds	3,870	619
	11,910	8,562
Administration (see note 1 below)	526	383
Welfare / Health & Safety	943	862
Publicity	959	142
Licenses	674	695
Total	<u>53,099</u>	<u>46,403</u>

Note 1: Included in this running cost is £275, payable to the reporting accountant for their external scrutiny.

HENLEY COMMUNITY CENTRE CHARITY

Statement Of Financial Activities for the year ending 31st March 2025

	Notes	2024 - 2025				2023 - 24
		£ General Funds	£ Designated Funds	£ Restricted Funds	£ TOTAL FUNDS	£ TOTAL FUNDS
Incoming Resources						
Grants	11			1,412	1,412	
Donations	11	613			613	622
Operating Activities -						
Use of Hall (Regular Hirers)		33,452			33,452	34,608
Use of Hall (Ad Hoc Hirers)		8,738			8,738	8,182
Use of Field		2,471			2,471	3,119
Social/Fund Raising Events	10,11		1,706	918	2,624	3,927
Marquee		450			450	850
Bar Charges	9	1,222			1,222	2,645
Investment Interest	3,6,7,8	11	3,929		3,940	3,655
Bar Contribution	9	15,178			15,178	19,326
Total Income		62,135	5,635	2,330	70,100	76,934
Expenditure						
Running Costs of Hall	6,7,12	53,099	22,537		75,636	73,930
Grant Funded Expenditure				1,412	1,412	0
Social/Fund Raising Events			3,467		3,467	802
Bar Charges	9	1,222			1,222	2,645
Depreciation of Assets	2	1,852			1,852	1,705
Donations				2,050	2,050	107
Total Resources Expended		56,173	26,004	3,462	85,639	79,189
Net Incoming/(Outgoing Resources for the Year, before Transfers		5,962	(20,369)	(1,132)	(15,539)	(2,255)
Transfer For						
Building	7				0	0
Fixtures & Fittings	6	(5,962)	5,962		0	0
Net Incoming/(Outgoing Resources for the Year, after Transfers		0	(14,407)	(1,132)	(15,539)	(2,255)
Balance brought forward 01/04/2022		30,644	105,239	2,686	138,569	140,824
Accumulated Funds						
Carried Forward		<u>30,644</u>	<u>90,832</u>	<u>1,554</u>	<u>123,030</u>	<u>138,569</u>

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Balance Sheet as at 31st March 2025

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Fixed Assets			
Tangible			
At Cost	2	97,584	96,767
Less Depreciation		(89,272)	(87,420)
		<u>8,312</u>	<u>9,347</u>
Current Assets			
Debtors	4	11,394	18,988
COIF Investments	3	59,631	56,817
Cash at Bank & in Hand		50,225	56,427
		<u>121,250</u>	<u>132,232</u>
Current Liabilities			
Creditors - Falling Due within one year	5	(6,532)	(3,010)
		<u>114,718</u>	<u>129,222</u>
Net Current Assets		<u>114,718</u>	<u>129,222</u>
Total Net Assets		<u>123,030</u>	<u>138,569</u>
Represented by Funds			
General Funds		30,644	30,644
Restricted Funds	11	1,555	2,686
Designated Funds:-			
Furniture, Fittings & Equipment	6	36,164	41,647
Building Repairs	7	46,921	55,198
Social	8	7,746	8,394
		<u>90,831</u>	<u>105,239</u>
Total Designated Funds		<u>90,831</u>	<u>105,239</u>
Total Funds		<u>123,030</u>	<u>138,569</u>

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Stephen Brock
For and on behalf of the Trustees.
13th August 2025

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HENLEY COMMUNITY CENTRE CHARITY

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At 31 March 2024	46,414	50,353	96,767
Additions in year	817	0	817
Items Written Off	0	0	0
At 31 March 2024	<u>47,231</u>	<u>50,353</u>	<u>97,584</u>
Depreciation			
At 31 March 2024	38,851	48,569	87,420
Charge for the year	1,790	62	1,852
Items Written Off	0	0	0
At 31 March 2024	<u>40,641</u>	<u>48,631</u>	<u>89,272</u>
Net Book Value			
At 31 March 2025	<u>6,590</u>	<u>1,722</u>	<u>8,312</u>
At 31 March 2024	7,563	1,784	9,347

3. Investments

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	31 Mar 2025 £	31 Mar 2024 £
COIF Deposit Fund balance	59,631	56,817
	<u>56,631</u>	<u>56,817</u>

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2024 to 31st March 2025

4. Debtors

The only outstanding hire fees are from regular hirers who were billed during March 2025. The Sundry Debtors were as a result of HCCC Bar cheques that have not been presented to the bank.

	31 Mar 2025	31 Mar 2024
	£	£
Hall Letting Fees	1,674	4,378
Sundry Debtors	9,720	14,610
	<u>11,394</u>	<u>18,988</u>

5. Creditors

The cost-of-living crisis has meant that for both 2024, the Hall Hire creditors figure was low due to a decline in advance bookings being taken. During 2024-2025, there was a marked increase in booking deposits for bookings after 1st April 2025.

	31 Mar 2025	31 Mar 2024
	£	£
Creditors relating to Hall Hiring Fees received in advance	6,257	2,386
Catering Paid in Advance	0	374
Provision for Independent Examination	275	250
	<u>6,532</u>	<u>3,010</u>

6. Designated Fund - Provision for Purchase of New or Replacement of Furniture, Fittings & Equipment

This fund is for the purchase of new replacement furniture, fittings & equipment. The fund is currently held as cash. During the year, there was significant expenditure from this fund, for the refurbishment of the bar serving area (£12,951). Additionally, £1,506 of interest was also added to the fund and the surplus from the General Fund was transferred to the Fund.

Movements	31 Mar 2025	31 Mar 2024
	£	£
Balance forward	41,647	47,292
Provision for year	5,962	-
Interest	1,506	1,411
Expenditure	(12,951)	(7,056)
	<u>36,164</u>	<u>41,647</u>

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2024 to 31st March 2025

7. Designated Fund - Building Repair & Development

This fund is to be used for repairs/replacement of flooring, boilers, wiring, windows, doors and new structural developments. During the year, there was once again significant expenditure from this fund, including decorating the main hall, bar and toilets (£4,656), electrical work in the kitchen (£929) and repairs to the drive and car park (£2,750). The fund did receive £1,309 of interest during the year.

Movements	31 Mar 2025	31 Mar 2024
	£	£
Balance forward	55,197	55,833
Provision for year	0	18,613
Interest	1,309	1,223
Expenditure	(9,585)	(20,471)
	<u>46,921</u>	<u>55,198</u>

8. Designated Fund - Social

This fund is to be used to finance social activities/facilities for the residents of Henley. During the year, the village's recycling income of £344 which was added to the fund. The income from social events was £443, with donations of £918 from the Henley Chefs and interest of £1,007 was added to the account. A total of £3,467 was spent on paving and seating outside of the building and finance social events.

Movements	31 Mar 2025	31 Mar 2024
	£	£
Balance forward	8,394	4,882
Provision for year	1,705	3,307
Interest	1,114	1,007
Expenditure	(3,467)	(802)
	<u>7,746</u>	<u>8,394</u>

9. Contribution by HCCC Bar

Under a Deed of Covenant, the HCCC Bar agrees to pass to the Henley Community Centre Charity their profits. During 2023/24, HCCC was able to pay the Charity £4,500 for the use of the facilities and was also able to covenant profits of £15,055. By the end of March 2025, HCCC Bar was able to pay the Charity £4,500 for the use of the facilities and was also able to covenant profits of £10,678. This drop in the covenant payments reflects fewer wedding bookings and squeezed margins.

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2024 to 31st March 2025

10. Others

The income received from MSDC for village recycling is added to the Social Designated Fund. During 2023/24 the total of other income was £497, and during 2024/25 the income was £344.

11. Donations & Grants.

During the year we received donations totalling £613 primarily from the attendees at Folk Nights which is held in the General Fund.

The Charity received grant funding to the value of £1,412 during 2024/25 which was used for new stage flooring.

Following the closure of the Henley Youth Club during 2004/5 the funds belonging to that organisation, amounting to £499, were passed to the Trustees. This value has grown and now currently stands at £590 and is held in Restricted Funds.

At the start of 2024/25, the Charity held £2,094 in a restricted fund and represents money donated to the Charity by Henley Chefs. During the year there were additions to this totalling £918 and donations to local charities/good causes of £2,050 was made, leaving the total at £962. This is held pending further distribution to local charities/good causes.

At the end of 2020/21, we received a Mid Suffolk District Council Locality Award of £2,659 to be used for the replacement of the current floodlighting of the playing field. To date, £2,657 has been spent with the remainder held as Reserved Funds pending future purchases associated with the installation of the lights.

The sum of these items in the Restricted Fund is now £1,555.

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2024 to 31st March 2025

12. Running Costs of the Hall

	31 Mar 2025 £	31 Mar 2024 £
Power & Heat		
Oil/Gas	4,143	4,675
Electricity	3,795	3,086
	7,938	7,761
Water Services	2,155	1,521
Telephone / Broadband	1,027	914
Insurance	1,890	1,737
Security Costs	685	822
Wages	24,392	23,004
Cleaning & Maintenance		
Contract Cleaning	2,247	2,797
Supplies	2,874	2,928
COVID-19	0	0
Maintenance	2,919	2,218
Petty Cash	0	0
Grounds	3,870	619
	11,910	8,562
Administration (see note 1 below)	526	383
Welfare / Health & Safety	943	862
Publicity	959	142
Licenses	674	695
Total	<u>53,099</u>	<u>46,403</u>

Note 1: Included in this running cost is £275, payable to the reporting accountant for their external scrutiny.

Henley Community Centre Trustees

From: jonathan@JDBBookkeeping.co.uk
Sent: 14 August 2025 13:20
To: hccctrustees@outlook.com
Subject: Hi Steve
Attachments: SI-90 - Henley Community Centre Charity.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Hi Steve,

I have been through everything now and agreed all figures and have my completed spreadsheets as last year for your perusal, if you wish.

Everything seems fine and you have been 'hot' on every aspect, as per usual.

Can I just mention two things – 1) Did you know that you can do all forecasts on XERO, which is very useful and superfast compared to spreadsheets?

2) That the only difference I noted on the Accounts was the fact that 'Petty cash Grounds' had gone up by £3251 – that was the only large difference which I am sure you will know about.

Please can you send me a copy of the Final Accounts when completed for 2025.

Thank you and my bill is attached above. Any other work you require off me and I will happily help you.

Cheers,
Jonathan



Jonathan Beards

JDB Bookkeeping
jdbbookkeeping.co.uk
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