



Charity Registration Number: 1155167  
Company Registration Number: 08656756

**CHADWELL HEATH COMMUNITY CENTRE LIMITED**

**A COMPANY BY GUARANTEE WITH NO SHARE CAPITAL  
(A registered charity)**

**DIRECTORS AND TRUSTEES REPORT  
AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDING  
31 ST AUGUST 2024**

# CHADWELL HEATH COMMUNITY CENTRE

## Legal and Administrative Information

**Company Number:** 08656756 (ENGLAND AND WALES)

**Registered Charity Number:** 1155167

**Chair:** Mr Simon Perry

**Trustees:** Mr Alal Uddin  
Mr Khalid Sadi  
Mrs Vicky Taylor  
Mrs Bibi Zeiboon Nessa Heerah  
Ms Bailey Taylor  
Cllr Micheal Pongo

**Principal Office:** Chadwell Heath Community Centre  
High Road  
Chadwell Heath  
Romford  
Essex  
RM6 6AS

**Bankers:** CAF Bank  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

## At the Annual General Meeting in January 2024:

- Cllr Simon Perry continued as the Council Representative from the London Borough of Barking and Dagenham (LBBD), a Trustee, and was appointed as Chair of the Centre.
- Alal Uddin was elected as Vice Chair.
- Bibi Heerah Zeiboon was re-elected as Treasurer.
- Khalid Sadi was elected as Secretary.
- Cllr Michael Pongo continued as a Council Representative.

### 1. Introduction

- Chadwell Heath Community Centre (CHCC) is a registered charity (since January 4th, 2014) operating as a vital hub for the Chadwell Heath and Whalebone communities. It is governed by a Board of Trustees comprising local residents, local authority representatives, and other stakeholders. The Centre operates in close partnership with the **London Borough of Barking and Dagenham (LBBD)** to provide access to community services, library resources, and social and educational opportunities.
- The Centre continues to uphold its mission:

**"The Chadwell Heath Community Centre will become an exceptional community resource with opportunities for residents of all ages to learn, to read, to socialise, and to access council services, which will reduce loneliness and isolation."**

### 2. Principal Activities and Review of the Year

During the year ended 31st August 2024, CHCC made significant progress in its mission by offering a wide range of community-based activities and services. These efforts have had a measurable impact on residents' wellbeing, education, and inclusion.

### 3. Summary of Core Activities

#### A. Health, Wellness, and Fitness

The Centre has supported community wellness by hosting several free and low-cost health-focused activities:

- **WE Achiever's Ladies Dance & Exercise:** Twice-weekly free sessions promoting health and fitness for women in a culturally sensitive environment.
- **CHCC Kids Dance Club:** A weekly free dance workshop offering children fun physical activity.
- **Pulse Health Care Diabetes Workshops:** Educational sessions focusing on diabetes prevention and management.
- **CHCC Kids Arts Club:** Weekly creative sessions promoting artistic development in children aged 4–11.

## B. Education and Lifelong Learning

CHCC has facilitated the development of educational skills across all age groups:

- **Love Literacy:** Weekly tutoring in English and Maths led by a qualified teacher.
- **Silver Surfers IT Group:** Digital literacy sessions tailored for older adults to learn basic computer skills.
- **Warren Junior School Library Visits:** Regular sessions to instil early reading habits among local school children.
- **CHCC Page Turners:** A volunteer-run book club for community members.
- **English Speaking Group (ESOL):** Free beginner-level English language courses delivered in partnership with Barking & Dagenham Adult College.
- **YAH Playgroup:** A funded preschool programme for children aged 2–5.

## C. Reducing Loneliness and Social Isolation

Our work in combatting social isolation has expanded to include various age-inclusive and culturally diverse offerings:

- **Young at Heart:** Weekly sessions including line dancing, bingo, arts & crafts, and Zumba, aimed at older adults.
- **Talking Toddlers:** Bi-weekly sessions supporting early childhood development through music and play.
- **Creative Writing Group:** A space for community members to explore and enhance their writing skills.
- **Children's Art Classes:** Weekly creative sessions for artistic skill-building.
- **School Holiday Fun Sessions:** Library-led activities including slime making, arts & crafts, movies.
- **We Achiever's Ladies & Golden Ladies Groups:** Regular meetings focused on peer support, yoga, lunch, and learning among Asian women and senior ladies.

## 4. Community Library Services

The Centre houses a community library supported by LBBD, open 35 hours per week. Half of these hours are operated by trained library volunteers, with LBBD-employed librarians available at set times. The library continues to be a key educational and social resource, offering:

- Access to books and IT facilities.
- Children's reading incentives.
- Half-term and holiday activity sessions.

## 5. Partnerships and Resident Services

The Centre has become a multi-service community hub through active collaboration with various stakeholders:

- **Ward Councillor Surgeries** for Chadwell Heath and Whalebone, held monthly.
- **Safe Neighbourhood Team and PCSO Engagement:** Monthly crime prevention and safety meetings.



- **Reparation and Payback Team Projects:** Raised garden beds, shed installations, and ground maintenance.
- **Polling Station:** Easy access location for local and national elections.
- **Community Hub Information and Guidance Services:** On housing, homelessness, employment, health, and financial matters.

## 6. Community Events and Celebrations

CHCC has led several high-attendance cultural and social events, strengthening community cohesion:

- **Eid Celebration:** Attended by over 500 residents, with free henna, face painting, and refreshments.
- **Summer Fair and Talent Show:** Showcasing local businesses and young talent.
- **Diwali Evening:** Celebrated with music, dancing, and cultural stalls – attended by over 300 people from various backgrounds.
- **Christmas Event:** Distribution of 100 children's gifts, with free activities and refreshments.
- **Coach Trips:** Summer excursions to Southend and Cambridge for 80 residents – transport provided free of charge

## 8. Volunteers

**Volunteers remain the backbone of CHCC operations:**

- **35 active volunteers** (ranging from youth to retirees).
- Roles include library support, event facilitation, cleaning, workshop leadership, and admin support.
- Volunteers contribute 1–5+ hours per week on average.
- Volunteer recruitment and training is managed by the Centre Manager in conjunction with LBBD's Hub Officers.

Their contribution is critical to maintaining our high standard of service.

## 9. Staffing

- **Centre Manager:** Employed for 28 hours/week. Oversees daily operations, partnerships, and volunteer coordination.
- **Admin Staff:** Self -Employed for 16 hours/week. Provides essential administrative and logistical support.
- **Cleaners:** Two part-time self – employed cleaners (12 hours/week combined), responsible for the cleanliness and hygiene of the Centre.

Salaries and wages are disclosed in the financial statement, and all staff are either on payroll or responsible for tax declarations.

## **7. Resident Partner: Green Shoes Arts**

As a resident partner, Green Shoes Arts has provided inclusive arts and performance programmes:

- Youth and Senior Theatre groups
- Samba Drumming
- Creative for Life workshops
- Creative Writing

These sessions cater to a wide range of abilities and ages, fostering self-expression and social inclusion.

## **10. Financial Overview**

For the financial year ended **31st August 2024**:

- Closing Bank Balance: £18,282.48
- Income from LBBB: £12,000.00 (for running costs)
- Income from Hall Hire: £31,587.00
- Expenditure: Detailed in full in the accompanying financial statement.

CHCC continues to adopt prudent financial practices to ensure sustainability while offering subsidised or free services to the community.

## **11. Looking Ahead**

In the coming year, CHCC aims to:

- Expand volunteer recruitment and retention programmes.
- Increase the number of educational and wellbeing-based workshops.
- Strengthen partnerships with schools, healthcare providers, and local businesses.
- Secure additional funding to maintain and improve facilities.
- Launch new initiatives to tackle youth unemployment and mental health.
- Develop a structured feedback mechanism to evaluate community needs.

## **12. Conclusion**

2023–2024 has been a productive and impactful year for Chadwell Heath Community Centre. With ongoing support from LBBB, our volunteers, partners, and the wider community, we continue to foster a welcoming, resourceful, and inclusive environment. We remain committed to our mission and look forward to another year of service, learning, and connection.

### Statement of directors' responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit and loss of the company for that period. In preparing those financial statements, the directors are required to:

- \* select suitable accounting policies and then apply them consistently;
- \* make judgements and accounting estimates that are reasonable and prudent;
- \* prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.


The directors confirm that they have complied with the above requirement in preparing the financial statements.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time, the financial position of the 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 company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Small company provisions:

This report has been prepared in accordance with the special provisions for small companies within Part 15 of the Companies Act 2006.

Approved by the board:

Signed  Date: 29/05/2025  
Simon Perry Director & Chairman



# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES/DIRECTORS OF CHADWELL COMMUNITY CENTRE

FOR THE YEAR ENDED 31 AUGUST 2024

I report on the accounts of the charity for the year ended 31 August 2024, which are set out on pages 9 to 14.

## Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) 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 Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

## Basis of independent examiner's statement

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 to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such accounts;
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS 102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Signed: S. Javed

Date: 29/05/2025

SALIM JAVED  
Chartered Certified Accountant  
ACCA Membership: 0908212





1st September 2022 to 31st August 2024		Restricted	Unrestricted	2024	2023
INCOME	Notes	Funds	Funds	Total	
Heath Park Management	1	0	6000	6000	2400
LBBD	2	0	12000	12000	12000
Rental	3	0	31587	31587	36430
Other Funding	4	0	4000	4000	15700
Lottery		0	99	99	58
LBBD Reimbursement		0	0	0	18000
Refunds	5	0	1561	1561	650
Trips & Fair		0	0	0	96
Other Reimbursement	6	0	189	189	717
Bank Interest		0	56	56	50
Workshops & Events	7		430	430	375
Deposit	8		1500	1500	0
Insurance Claim	9		1083	1083	0
<b>Total Incoming Resources</b>			<b>58505</b>	<b>58505</b>	<b>86476</b>
<b>EXPENDITURE</b>					
Utilities	10	0	17245	17245	12232
Building Work		0	42	42	23044
Garden		0	222	222	0
Furniture/Equipment		0	1342	1342	8091
Cleaning	11	0	6582	6582	4854
Insurance		0	2575	2575	1285
Office		0	495	495	1847
Catering	12	0	105	105	942
HMRC		0	5662	5662	510
Auditor		0	990	990	700
Petty Cash		0	0	0	100
Bank Charges		0	60	60	60
Centre Administrator		0	6624	6624	6344
Centre Manager		0	26713	26713	4490
Refunds for deposit	13	0	150	150	100
CHCC Events, Trips ,Party , Workshops	14	0	932	932	7426
Website		0	310	310	170
Employee Pension	15	0	175	175	0
Heath Park Cleaning & Caretaking	16	0	3096	3096	576
Heath Park Management expense		0	0	0	157
Funded Workshops & Events	17		3358	3358	700
Contingency			0	0	4965

Depreciation	18		3206	3206	3262
Total Resources Expended			79884	79884	81855
Net Income/Expenditure			-21379	-21379	4621

Balance Sheet as at 31st of August 2023	19			
	Notes	2023	2022	2024
<b>Fixed Assets</b>				
Tangible Assets		11368	13510	8162
Intangible Assets		0	0	0
Investments		0	0	0
<b>Current Assets</b>				
Stocks			0	0
Debtors( LBBB to pay for Heath Park Management )		2400	0	0
Investment			0	0
Cash at bank and in hand		34055	29692	18282
Total Funds & Assets		47823	43202	26444
Pre-Payment and Accrued Income		0	0	0
Creditors: Amount Falling due within one Year		0	0	0
Net Current Liabilities		0	0	0
Total Assets less Current Liabilities		47823	43202	26444
Creditors: Amount Falling due after more than One year				
Total Net Assets/Liabilities		47823	43202	26444
Reserve				
Revaluation Reserve			0	0
Other Reserves			0	0
Opening Funds		43202	70772	47823
Net Income/Expenditure		+4621	-27570	-21379
Total Funds		47823	43202	26444



### **Exemption from Audit**

*For the year ending 31 August 2024, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.*

### **Directors' responsibilities**


- *The members have not required the company to obtain an audit of its accounts for the year in question in accordance with Section 476*
- *The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts*

*These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Finance Reporting Standards for Smaller Entities (effective April 2008).*

**The Trustees declare that they have approved the accounts above.**

**Signed on behalf of the Charity's Trustees**

**Signed**



**Simon Perry (Chairman)**



**Bibi Heerah Zeiboon (Treasurer)**



## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024

### Notes

1. CHCC has managed the Heath Community centre temporarily and was paid £6000 by London Borough of Barking and Dagenham .
2. London Borough of Barking and Dagenham contributed £12,000.00 towards Utilities and general running costs of library and Young at heart services .
3. The total sum of £31587 was received through hiring the community centre .
4. Extra funding of £500 from LBBd to celebrate Equality and diversity, £2500 to do vaccination event and Mc Laren funded £1000 for organising Christmas event for the local community
5. Refund of Pension for Centre manager of £175 , £99 for Gas and Insurance of £1283 which was charged double was refunded.
6. Green Shoes arts our partners reimbursed 50% of utility and art workshop
7. Funds that was raised by organising workshops and events
8. A deposit was taken by the YAH Playgroup for running services at the centre
9. Insurance claim was made for a breaking in in the centre .
10. The expense for utilities including all is 17245
11. This payment is for cleaners who are self-employed and cleaning products.
12. Catering service for Summer and Christmas party .
13. Refund for the party deposit
14. Expense for running free toddler groups , trips , workshop in the centre .
15. Centre manager's pension which was refunded later
16. Heath park temporary management and cleaning expenses
17. Funded Workshop and events
18. Depreciation explained below
19. Balance Sheet explained above .

<b>Tangible Fixed Assets</b>	<b>2024</b>	<b>2023</b>
Brought Forward	11368	13510
Additions		
Laptops & Printers	0	1120
Disposals		
<b>Total</b>	<b>11368</b>	<b>14630</b>
<b>Depreciation</b>		
Opening Depreciation	28247	25545
Disposal		
Charge for this period @20% from last accounting year.	2926	2702
Laptop Depreciation @ 50 %	280	560
<b>Total Depreciation for this period.</b>	<b>3206</b>	<b>3262</b>
	<b>31<sup>st</sup> Aug2024</b>	<b>31<sup>st</sup> Aug2023</b>
<b>Total Depreciation until the accounting year</b>	<b>32013</b>	<b>28807</b>

	11368	14630
	-3260	-3262
<b>Net Value of Tangible Fixed Assets</b>	<b>8162</b>	<b>11368</b>

## **General Notes**

- **Accounting Policies**

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

Restricted funds are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund, the aim and the use of each restricted fund as set out in the notes to the financial statements.

- **Incoming Resources**

All incoming resources are included in the statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance. Other grants are accounted for when the claim is approved and therefore when the funds are due to be received. Income from hiring is accounted for when earned.

- **Trustees**

No trustee received any remuneration in the period under review.

Former Trustee has been appointed as the Centre Manager and is on our payroll.

- **Resources Expended**

All expenditure is accounted for on an accrual basis as a liability is incurred and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with use of the resources.

- **Taxation**

All the charity's income is charitable and is applied for charitable purpose, and therefore the income of the charity is not chargeable to corporation tax.

**Detailed Banking Income and Expenditure Statement**  
**Chadwell Heath Community Centre**

**Financial Statement for the Period 1<sup>st</sup> September 2023 to 31<sup>st</sup> August 2024**

**Income**

LBBB	12000.00
Hiring	31586.50
Heath Park Management	8400
LBBB Lottery	99.50
Reimbursement from LBBB	0
Other Reimbursement	188.73
Events & Fairs	430
Interest	56.34
Other Fundings	4000
Workshop	375
Refunds	1561.43
Deposit	1500
Insurance Claim	1082.85
<b>TOTAL</b>	<b>60905.35</b>

**Expense**

Utilities	17244.77
Cleaning	6581.56
Office	495.38
Insurance	2575.52
Auditor	990
Contingency	0
Furniture & Equipment	1342.15
Monthly Account	60
Pretty Cash	0
Building /Grounds	41.73
Administrator	6624
Centre Manager	26713
Garden Maintenance	222.16
HMRC	5662
CHCC Fair, Events & Workshop	931.93
Website	309.98
Funded Events	3357.78
Catering	105.48
HP Cleaning & Caretaking	3095.76
Employee Pension deduction	175
Deposit Refunds	426.69
<b>Total</b>	<b>76678.20</b>

**Excess of Inc/Exp:** **-15772.85**

**Bank Balance at 1<sup>st</sup> Sept 2023:** **34055.33**

**Bank Balance at 31<sup>st</sup> Aug 2024:** **18282.48**