

Registered number

1165351

The Meeting Room (Surrey)
Report and Unaudited Accounts

Friday, October 31, 2025

The Meeting Room (Surrey)

Report and accounts

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The Meeting Room (Surrey)

Charity Information

Trustees

Mr Paul Adair (Chair)

Mr Richard Furze

Mrs Francis Kane

Mrs Harriet Edgley

Mrs Belinda Cooper

Independent Examiner

Lisa Gadsby ACA

7 Eastwick Drive

Great Bookham

Surrey KT23 3PP

Bankers

Barclays Bank UK PLC

82-84 High Street

Epsom

KT19 8BH

Principal address

57 Cannon Grove

Fetcham

Leatherhead

KT22 9LP

Registered number

1165351

The Meeting Room (Surrey)
Registered number: 1165351
Report of the Trustees

Introduction

The Board of Trustees are pleased to present their annual report and accounts for the year ended 31 October 2025.

The Board are satisfied with the performance of the charity during the year and the position at 31 October 2025 and consider that the charity is in a good position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations.

Name, registered office and constitution of the charity

The full name of the charity is The Meeting Room (Surrey).

Date of formation:	1 October 2014
Principal Office:	57 Cannon Grove, Fetcham, Leatherhead, KT22 9LP
Charity Registration Number:	1165351

Objectives and activities

The Meeting Room (Surrey) is a registered charity supporting vulnerable individuals in the Mole Valley and Epsom areas of Surrey. We assist and support people facing multiple challenges such as poverty, addiction, mental and physical health issues, relationship breakdown, homelessness and social exclusion.

Our purpose is to assist individuals and families in crisis, showing kindness and respect while helping them move towards a more stable, settled and independent future. Our primary aim is to prevent clients from returning to previous difficulties by first meeting their immediate needs and subsequently, through our on-going support services, equipping them with the skills and confidence to lead a more sustainable lifestyle. By working with, and supporting our clients, we seek to prevent recurring situations related to homelessness, severe debt problems, addiction relapses or mental health issues.

We directly help around 60-100 people per week and have over 250 clients on our books to whom we offer support and assistance. In 2025 we had over 3,400 visits to our three lunchtime drop-ins in Leatherhead, Ashted and Epsom and supplied 5,000 hot meals to clients. As well as providing daily essentials, our clients predominantly require assistance with benefits, finance, utilities, work, accommodation, personal and health issues. Clients can also request 1-1 sessions with qualified counsellors funded by The Meeting Room.

Director's responsibilities

The director is responsible for preparing the report and accounts in accordance with applicable law and regulations.

Company law requires the director to prepare accounts for each financial year. Under that law the director has elected to prepare the accounts 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 accounts unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these accounts, the director is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The director is 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 him to ensure that the accounts comply with the Companies Act 2006. He is also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

The director confirms that:

- So far as he is aware, there is no relevant audit information of which the company's auditor is unaware; and
- He has taken all the steps that he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the company's auditor is aware of that information.

Structure, governance and management

Governing document

The charity is governed by a Constitution dated 30 October 2015. The charity is registered with the Charity Commission under number 1165351.

Trustee changes

New Trustees may be appointed by existing Trustees by passing a majority resolution of the Trustees. There were no Trustee changes during the year.

Trustees' responsibilities

"The Charities Act 1993 requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. 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."

Achievements and key events

In 2025 the Trustees continued to focus on the sustainable operation of the charity, developing and improving our client support activities, and working with partners in our local community. During the year, we have seen the most new clients coming to us since we started collecting data post the Covid-19 period. Over 100 new clients came to us for help and support. This has put pressure on our limited resources and we are currently working at close to our maximum capacity. Following a strategy review by the trustees in September 2025, we are focussing on further developing the effectiveness of our services with the implementation of a more outcome-oriented approach. To facilitate its success, we have initiated a program of significant improvement in our processes and systems of data collection.

We are also endeavouring to improve and extend our crisis support and response services which are becoming a much more significant focus for the charity. This will be integrated into our new outcome-oriented approach, which will help us to accept the new client referrals where we can provide the most support and assistance.

We could not carry out our work without being closely connected to all types of local organisations, from whom we receive many of our referrals, including Surrey County Council (and local district councils), Surrey Police, local GP practices and social prescriber groups and many other agencies. We have run information sessions and skill shares with other charities such as Samaritans and Arthritis UK. Local businesses large and small support us with foodstuffs and other items. We work closely with household names such as Marks & Spencer and Sainsbury's in this regard. Our staff and volunteers attend local networking events and workshops to ensure our services are known and we are able to offer the best possible help. We listen carefully to clients' experiences and gather feedback through regular conversations, community events, social media and talks. In September 2025, we began partnering with the North East Surrey College of Technology in Epsom (NESCOT) to provide students, taking their Public Services course, with essential work experience, interacting with vulnerable adults.

We strongly encourage our clients to get involved in the many activities we run, which are extremely helpful for their mental health and general well-being. Our program of crafting activities developed significantly this year, culminating in five of our clients, who crafted over 160 giant poppies (each 30cm wide), having these displayed around Leatherhead to celebrate the 80th anniversary of VE Day in May 2025.

Trustees, Staff and Volunteers

We have an excellent, long-serving leadership team who truly have a heart for helping people. Our Trustees group has executive level third sector and corporate management expertise, providing strategy, direction and leadership to the charity. Our Head of Client Support reports to the Chairman and oversees two staff and over 20 volunteers. We continue to be very well served by our group of wonderful volunteers who cook delicious meals, help with the washing up and talk with and listen to clients. We are always looking to add to this team.

Fundraising

We actively seek to diversify our sources of funding. We have six different sectors from which we receive funding: private individuals, local organisations, grants from trusts, corporates, local government and events. Funding from grants and trusts continues to be a significant part of our

income. In 2025, we received grants of £20,000 from Awards for All (National Lottery Community Fund) and £4,900 from the Leathersellers' Foundation.

While around 40% of our funding comes from trusts, we are well supported by individuals and our own local community. We put significant effort into networking and keeping our donors up to date with all of our activities. In the past year we have worked hard to increase our on-line giving. A particular fundraising highlight was from the daughter of a former client and volunteer who walked from John O 'Groats to Land's End, raising over £5,000 for the charity. We have been financially supported again this year by many local organisations, including churches, local rotaries, sports clubs and various associations and groups, many of them regular supporters. We are hugely grateful to all our donors.

Financial review

Reserves policy

Given the potential volatility of income, all of which has to be raised each year, we aim to retain a reserve representing 6 months expenditure at all times to ensure we can meet our needs. Currently our unrestricted reserves represent just over 6 months operating expenditure.

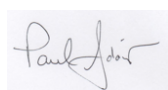
Transactions and financial position

The Statement of Financial Activities shows a surplus for the year of £19,239. Operating costs reduced during the year mainly due to a reduction in staff costs and in the amount of Household Support Grant that could be used in that period to make grants to clients. The need for counselling services continues to increase. It was another good year for donations though trust income was down on the previous year. Corporate donations and gifts from local organisations continued strong and donations from individuals increased, helped by the walk mentioned above and a legacy of £4,136. We continued to receive funding from Mole Valley District Council and Epsom and Ewell Borough Council from the government's Household Support Grant. The funds related to this financial year were spent on energy support and other essential bills for clients or for client food used in our various activities.

Unrestricted Funds at 31 October 2025 amounted to £41,265. Restricted Funds at 31 October 2025 amounted to £28,298.

The financial condition of the charity is currently satisfactory but fundraised income will need to continue at current levels if we are to meet our current cost base. This is inevitably a challenge. The financial statements have been prepared implementing the 2005 Revision of the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission of England and Wales (revised in June 2008) and in accordance with the Financial Reporting Standard for Smaller Entities (effective Jan 2015).

This report was approved by the Board of Trustees on 1 April 2026 and signed on its behalf by:



Paul Adair
Chair of Trustees

The Meeting Room (Surrey)
Independent Examiner's Report

Independent Examiner's Report to the Board of Trustees of The Meeting Room (Surrey)

I report to the trustees on my examination of the accounts of The Meeting Room (Surrey) for the year ended 31 October 2025.

Respective responsibilities of trustees and examiner

As the trustees of The Meeting Room (Surrey) you are responsible for the preparation of the accounts in accordance with the requirements the Charities Act 2011 ("the Act").

I report in respect of the examination of The Meeting Room (Surrey) accounts carried out under section 145 of the 2011 act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of The Meeting Room (Surrey) as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of the independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Lisa Gadsby

Relevant professional qualification or membership of professional bodies (if any): Qualified ACA

Address: 7 Eastwick Drive, Great Bookham, Surrey KT23 3PP

Date: 28th April, 2026

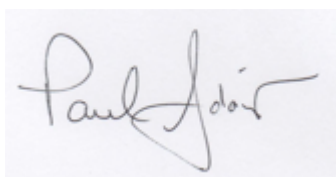
The Meeting Room (Surrey)
Statement of Financial Activities
for the year ended 31 October 2025

		Total Funds	Total Funds
	Notes	2025 £	2024 £
Incoming resources			
<i>Incoming resources from generated funds:</i>			
Voluntary income	2	98,657	109,373
Investment income	3	-	-
Total incoming resources		<u>98,657</u>	<u>109,373</u>
Resources expended			
Costs of charitable activities	4	78,825	102,862
Governance costs	5	200	850
Support costs	6	393	393
Total resources expended		<u>79,418</u>	<u>104,105</u>
Net movement in funds		19,239	5,268
<i>Total funds brought forward</i>		50,324	45,056
Total funds carried forward		<u>69,563</u>	<u>50,324</u>

The Meeting Room (Surrey)
Registered number: 1165351
Balance Sheet
as at 31 October 2025

	Notes	2025	2024 £
Current assets			
Debtors	8	910	3,895
Cash at bank and in hand		<u>70,202</u>	<u>48,152</u>
		71,112	52,047
 Creditors: amounts falling due within one year	9	(1,549)	(1,723)
 Net current assets		69,563	50,324
 Net assets		<u>69,563</u>	<u>50,324</u>
 The funds of the charity:			
Unrestricted revenue accumulated funds	10	41,265	44,469
Restricted revenue accumulated funds	11	28,298	5,855
 Total charity funds		<u>69,563</u>	<u>50,324</u>

Mr Paul Adair
Trustee
Approved by the board on Wednesday, April 1, 2026



The Meeting Room (Surrey)
Notes to the Accounts
for the year ended 31 October, 2025

1 Accounting policies

Basis of preparation

The accounts have been prepared under the historical cost convention and in accordance with FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (as applied to small entities by section 1A of the standard).

Incoming resources

Donations

Donations are credited in the year in which they are receivable.
Associated gift aid is recognised in the period when the donation is received.

Interest

Interest is credited in the year in which it is receivable.

Resources expended

Expenditure is recognised when a liability is incurred.

2 Voluntary Income	2025	2024
	£	£
Individual donations	22,230	13,425
Donations by companies and other organisations	21,608	20,205
Trust donations	32,400	46,000
Government grants	21,520	26,500
Event income	0	2,000
Gift aid income	899	1,243
Total voluntary income	<u>98,657</u>	<u>109,373</u>

The government grants were received from Mole Valley District Council and Epsom and Ewell Borough Council under the UK government's Household Support Grant scheme.

3 Investment income	2025	2024
	£	£
Bank interest	-	-
Total investment income	<u>-</u>	<u>-</u>

The Meeting Room (Surrey)
Notes to the Accounts
for the year ended 31 October, 2025

4 Costs of charitable activities	2025	2024
	£	£
Food and related supplies	5,102	3,580
Outings and trips	3,535	3,330
Client support payments	7,131	25,882
Christmas costs	815	750
Rent	6,451	6,944
Staff costs	46,294	52,024
Other support worker costs	0	1,699
Travel	1,712	1,214
Other general administration costs	2,391	2,894
Courses	174	-
Counselling	5,220	4,545
	<u>78,825</u>	<u>102,862</u>
 Paid by restricted funds	 21,865	 61,049
Paid by non-restricted funds	56,960	41,813
 Total costs of charitable activities	 <u>78,825</u>	 <u>102,862</u>

5 Governance costs	2025	2024
	£	£
Independent examiner's fee	200	850
Total governance costs	<u>200</u>	<u>850</u>

6 Insurance costs	2025	2024
	£	£
Insurance fee	393	393
Total support costs	<u>393</u>	<u>393</u>

7 Taxation

The charity is exempt from tax on its charitable activities.

8 Debtors	2025	2024
	£	£
Accrued income - gift aid	870	1,195
Prepayments	40	2,700
	<u>910</u>	<u>3,895</u>

The Meeting Room (Surrey)
Notes to the Accounts
for the year ended 31 October, 2025

9 Creditors: amounts falling due within one year	2025	2024
	£	£
Creditors and accruals	1,549	1,723
	<u>1,549</u>	<u>1,723</u>

10 Unrestricted Funds	2025	2024
	£	£
Balance at 1 November 2024	44,469	33,652
Incoming resources	54,349	53,873
Outgoing resources	(57,553)	(43,056)
Balance at 31 October 2025	<u>41,265</u>	<u>44,469</u>

11 Restricted Funds	2025	2024
	£	£
Balance at 1 November 2024	5,855	11,404
Incoming resources	44,308	55,500
Outgoing resources	(21,865)	(61,049)
Balance at 31 October 2025	<u>28,298</u>	<u>5,855</u>