



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From Period start date 01 January 2025
To Period end date 31 December 2025

Charity name: Lenham Community Centre

Charity registration number: 1166995

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	THE OBJECTS OF THE CIO ARE TO OPERATE A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF THE PARISH OF LENHAM AND THE NEIGHBOURHOOD ("AREA OF BENEFIT") WITHOUT DISTINCTION OF SEX OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS AND IN PARTICULAR FOR USE FOR MEETINGS LECTURES AND CLASSES AND FOR OTHER FORMS OF RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE SAID INHABITANTS.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Hiring of rooms and facilities for different local interest groups, businesses and individuals
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the public benefit guidance. This is specifically reflected in our constitution.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A

Contribution made by volunteers	Para 1.38	The most significant voluntary contributions are by the trustees
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The Charity offers 5 different room for hire including a large Hall with Stage</p> <p>The community centre has been booked on average approximately 70-80 times monthly. These bookings vary between 1 and 8 hours typically.</p> <p>Approximately 40% of our revenue comes from local user groups and local individuals. the rest come from commercial bookings and local Government groups</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Despite running at a deficit in 2025, the charity is still financially healthy, meeting the reserve policy threshold and with a financial structure to have a balanced income and expenditure in 2026
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to ensure safe and continuous provision of facilities in a suitable condition for public use, and for emergency repairs / maintenance
Amount of reserves held	Para 1.22	£46396
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Main source of income is from charging for room bookings. A small portion has come from fund raising and grants
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Principal risks are: <ul style="list-style-type: none"> • Vandalism / Fire / Theft / Accidents • Global pandemic / other health crisis • Significant drop of bookings <ul style="list-style-type: none"> ○ Competition from other local facilities ○ Closure of organisations that are key bookers ○ Loss of key trustees
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation (CIO)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Members of local organisations that use the community centre are encouraged to become trustees

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Lenham Community Centre
Other name the charity uses	
Registered charity number	111166995
Charity's principal address	12 Groom Way. Lenham, Maidstone, Kent. ME17 2QT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Marshall Osbourne	Chair of trustees		
2	Julia Allen	Vice Chair		
3	Barbara Ann Kyprianou	Trustee		
4	Stephanie Richardson	Trustee		
5	Katrina Hammond	Management Trustee		
6	Margaret Baines	Trustee		
7	RICHARD POWELL	Trustee		
8	BARBARA DOMINY	Trustee		
9	William Taylor	Trustee		
10	David Needham	Management Trustee		
11	Ian George	Management Trustee		
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	0
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	David William Needham	
Position (eg Secretary, Chair, etc)	Chair of trustees	
Date		

Lenham Community Centre													
Centre	January	February	March	April	May	June	July	August	September	October	November	December	2025
	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals
INCOME													
Total Bookings	£3,071.50	£5,325.50	£3,530.00	£7,141.00	£6,277.00	£4,657.03	£6,836.00	£5,186.92	£6,575.68	£6,360.81	£6,050.02	£7,398.37	£68,409.83
InPost	£66.58			£225.00	£0.00		£225.00			£225.00			£741.58
Solar FIT		£362.99	£0.00		£0.00								£362.99
Bank Interest	£20.50	£18.29	£11.13	£10.40	£6.28	£514.35	£5.20	£3.16	£3.83	£17.26	£17.87	£15.72	£643.99
Other Income (inc booking deposits)	£138.00	£85.00	£42.50	£42.50	£137.50	£222.00	£68.00	£605.00					£1,340.50
cash bookings	£422.00	£129.55	£287.90	£57.34	£354.23		£254.51						£1,505.53
Fund raising // grants				£735.00				£2.00			£1,850.00	£148.90	£2,735.90
Total Sales	£3,718.58	£5,921.33	£3,871.53	£8,211.24	£6,775.01	£5,393.38	£7,388.71	£5,797.08	£6,579.51	£6,603.07	£7,917.89	£7,562.99	£75,740.32
EXPENDITURE													
Bookings / Finance	£991.20	£2,591.80		£2,261.00	£2,533.00	£2,456.50	£2,286.50	£2,363.00	£2,813.50	£4,267.00	£144.50	£2,074.00	£24,782.00
Caretaker	£764.75	£1,805.50		£1,525.50	£1,194.75	£1,113.75	£980.75	£1,289.25	£951.75	£2,349.00	£94.50	£1,130.25	£13,199.75
Cleaning Services	£917.28	£1,921.92		£873.60	£1,007.16	£961.38	£961.38	£1,007.16	£915.60	£2,014.32		£915.60	£11,495.40
Licences PRS/PPL and Alcohol			£180.00										£180.00
Fire & Security & CCTV			£369.60						£1,070.00	£328.00		£1,284.00	£3,051.60
Fire extinguishers		£263.00											£263.00
Telephone & Internet	£54.91	£445.16	£0.00	£54.91	£474.42		£57.66	£57.66	£474.42		£444.88	£115.32	£2,179.34
Office Costs	£103.17	£100.79	£94.60		£16.99			£91.56	£140.53	£69.40	£31.08	£200.58	£848.70
Insurance & Audit			£30.63				£220.00			£2,701.07			£2,951.70
Out Side Maintenance	£520.00												£520.00
Solar & Fit Payments			£241.98									£729.12	£971.10
Kitchen Equipment									£66.00				£66.00
Postage													£0.00
Gas	£626.19	£644.14	£589.77	£455.49	£307.61	£124.87	£17.29	£20.17	£21.78	£61.89	£351.12	£380.78	£3,601.10
Electric							£3,291.04			£516.35			£3,807.39
Water & Sewage	£144.79		£313.43		£331.46	£173.46	£167.09	£164.37	£225.04	£170.74	£182.74	-£562.70	£1,310.42
Returned deposits	£25.00		£200.00	£173.00		£25.00	£50.00		£50.00	£30.00			£553.00
Waste disposal	£96.42	£77.14	£77.14	£77.14	£96.42	£77.14	£77.14	£96.42	£77.14	£96.42	£77.14	£77.14	£1,002.80
OtherRepairs			£378.17		£64.27	£45.30	£132.70		£38.00				£658.44
Electrical Repairs					£240.00	£19.98							£259.98
Boiler Repairs	£1,582.50										£1,090.54		£2,673.04
Plumbing				£222.54						£1,283.98			£1,506.52
Misc/Contingency			£125.00		£118.80	£0.00		£108.00	£1,830.00	£596.48	£280.50	£280.00	£3,338.78
Equipment Purchases			£1,562.35		£67.61		£4,200.00		£102.96			£559.32	£6,492.24
Defibulator	£72.00		£72.00	£72.00	£72.00	£72.00	£660.12						£1,020.12
Equipment Cleaning??													£0.00
Chatha Hygeiine	£67.64	£55.64	£55.64	£55.64	£55.64	£55.64	£111.28	£55.64	£55.64	£55.64	£55.64	£55.64	£679.68
Capital Cleaning	£160.17		£311.88	£155.08	£150.12	£133.88	£98.27	£53.75	£230.42	£45.19		£158.80	£1,497.56
Fund Raising Cost													£0.00
Window / gutter cleaning	£210.00						£490.00					£425.00	£1,125.00
Total Expenses	£6,336.02	£7,905.09	£4,602.19	£5,925.90	£6,730.25	£5,258.90	£13,689.94	£5,362.62	£9,062.78	£14,585.48	£2,752.64	£7,822.85	£90,034.66
Profit / Loss	-£2,617.44	-£1,983.76	-£730.66	£2,285.34	£44.76	£134.48	-£6,301.23	£434.46	-£2,483.27	-£7,982.41	£5,165.25	-£259.86	-£14,294.34
running profit/loss	-£2,617.44	-£4,601.20	-£5,331.86	-£3,046.52	-£3,001.76	-£2,867.28	-£9,168.51	-£8,734.05	-£11,217.32	-£19,199.73	-£14,034.48	-£14,294.34	
Month End Balances	January	February	March	April	May	June	July	August	September	October	November	December	Full Year
Cash	£683.52	£813.07	£1,100.97	£1,158.31	£1,512.54	£1,244.57	£1,499.08	£425.73	£565.16	£565.47	£517.97	£144.94	
LPHC - Lloyds Commercial Instant Acce	£22,129.30	£14,147.59	£14,158.72	£9,169.12	£9,175.40	£9,181.51	£4,986.71	£4,989.87	£34,993.70	£32,010.96	£33,878.83	£33,894.55	
LPHC - Lloyds Community Account	£141.01	£3,623.58	£2,756.50	£9,060.78	£9,215.16	£8,810.87	£8,619.19	£8,942.73	£5,915.47	£2,508.19	£6,432.51	£5,741.43	
LCC - Lloyds Charity Account	£3,031.24	£5,417.07	£5,254.46	£6,167.78	£5,697.65	£5,990.04	£36,417.83	£37,598.94	£7,999.67	£6,406.97	£5,827.53	£6,616.06	
NS&I	£32,088.81	£32,088.81	£32,088.81	£32,088.81	£32,088.81	£32,597.05	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
bank+cash balance change / month	-£2,617.44	-£1,983.76	-£730.66	£2,285.34	£44.76	£134.48	-£6,301.23	£434.46	-£2,483.27	-£7,982.41	£5,165.25	-£259.86	-£14,294.34
Total liquid asset / month	£58,073.88	£56,090.12	£55,359.46	£57,644.80	£57,689.56	£57,824.04	£51,522.81	£51,957.27	£49,474.00	£41,491.59	£46,656.84	£46,396.98	

Lenham Community Centre C10 No 1166995 Accounts for Year Ended 31 December 2025

Statement of assets and liabilities as at 31 December 2025

Monetary Assets Bank and Cash Balances

	£	31-12-2024
National Savings Bank Investment Account	£0.00	£32,088.81
Lloyds Community Account	£5,741.43	£3,775.20
Lloyds Instant Access	£33,894.55	£24,408.80
Lloyds Charly Account (LCC)	£6,616.06	£156.99
Cash in Hand	£144.94	£261.52
Total Bank and cash	£46,396.98	£80,691.32
Debtors outstanding unpaid lettings	£893.00	£4,512.50
Liabilities (prepaid lettings charges)	-£1,190.00	-£1,063.50
Total	£46,099.98	£84,140.32

Other Non Monetary Assets

Permanent endowment: Land and buildings used by the charity: Lenham Community Centre - estimated value : £3,070,501.00

Notes to the accounts and statement

Apart from the building all other assets belong to the general purpose fund
Reconciliation of monetary assets:
Total balances at 31 December 2024 £84,140.32
Receipts and payments Account surplus for year -£19,040.34
Total balances at 31 December 2025 (as above) £46,099.98

Approval of Accounts

Signed on behalf of the management committee

Date: 21/5/26 Name: C Higgins Date: 21/5/26 Name: Dick Need
C Higgins (Bookings and Finance Manager) D.W. Needham (Chair of Trustees)

Report of the Independent Examiner

In accordance with Clause 22 of the trust deed, I have examined the accounts of Lenham Community Centre for 12 months to 31 December 2025 together with the charity's accounting records and report that the proper accounting records have been kept and the accounts are in agreement with those records

Date: 21/05/26 Name: Sharon C

