

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

England & Wales · Charity number 1173791

Details

Other names	CDCCA, THE HAVEN CENTRE
Status	Registered
Legal form	CIO
Registered	2017-07-12
Register	View on the Charity Commission register

Contact

Address	The Haven Centre Hophurst Lane Crawley Down Crawley RH10 4LJ
Phone	01342716791
Email	mail@cdhavencentre.co.uk
Website	www.cdhavencentre.co.uk

Activities

Objects: THE OBJECTS OF THE CHARITY SHALL BE:(A) TO PROMOTE THE BENEFIT OF THE INHABITANTS OF CRAWLEY DOWN AND THE NEIGHBOURHOOD (HEREINAFTER CALLED THE AREA OF BENEFIT) WITHOUT DISTINCTION OF SEX OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING THE LOCAL AUTHORITIES, VOLUNTARY ORGANISATIONS AND INHABITANTS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATIONS AND LEISURE TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE SAID INHABITANTS.(B) TO ESTABLISH OR TO SECURE THE ESTABLISHMENT OF A COMMUNITY CENTRE (HEREINAFTER CALLED THE CENTRE) AND TO MAINTAIN AND MANAGE, OR TO CO-OPERATE WITH ANY LOCAL STATUTORY AUTHORITY IN THE MAINTENANCE AND MANAGEMENT OF SUCH A CENTRE FOR ACTIVITIES PROMOTED BY THE ASSOCIATION AND ITS CONSTITUENT BODIES IN FURTHERANCE OF THE ABOVE OBJECTS.

Activities: The Haven Centre is a venue for the local community. It is multi-purpose including the Haven Cafe and Bar which is open to all, rooms for hire for group meetings and special events, Haven Theatre Company, and home to the local Football Club. Many different activities and clubs are available for children

and adults through to a social lunch group for the over seventies.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£126,483	£133,474	-	-
2024-06-30	£93,191	£104,569	-	-
2023-06-30	£91,543	£101,055	-	-
2022-06-30	£82,415	£103,166	-	-
2021-06-30	£62,214	£81,298	-	-

Trustees

Name	Role	Appointed
Frances Lancaster	Chair	2018-11-29
Andrew John Metcalfe		2025-09-23
Colin Leslie Hamer		2025-03-19
Daniel Lee Terry		2025-09-23
Hannah Monnier		2025-09-23
JOHN ROBERT DIXON		2018-11-29
LINDA FRANCES DIXON		2018-11-29
MARK LANGDON		2018-11-29
MICHAEL DAVID MARTIN		2018-11-29
Sharon Lynn Earl		2018-11-29

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

England & Wales - Charity number 1173791

Accounts

Charity registration number 1173791 (England and Wales)

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2025

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	F Lancaster J Dixon M Martin S Earle M Langdon L Dixon C Hamer H Monnier D Terry A Metcalfe	(Appointed 19 March 2025) (Appointed 23 September 2025) (Appointed 23 September 2025) (Appointed 23 September 2025)
Charity number (England and Wales)	1173791	
Principal address	The Haven Centre Hophurst Lane Crawley Down West Sussex RH10 4LJ	
Independent examiner	Darren Harding ACA FCCA DChA Richard Place Dobson Services Limited Ground Floor 1-7 Station Road Crawley West Sussex RH10 1HT	

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

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CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

TRUSTEES' REPORT

FOR THE YEAR ENDED 30 JUNE 2025

The Trustees present their annual report and financial statements for the year ended 30 June 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)".

Objectives and activities

The charitable objects are to promote the benefit of the inhabitants of Crawley Down and the neighbourhood without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreations and leisure time occupation with the object of improving the conditions of life of the said inhabitants. Further to this, the charity aims to establish a community centre and to maintain and manage such a centre for activities promoted by the association. There has been no changes to these charitable objectives during the year.

The Management Committee have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

Whilst lettings during the financial year fluctuated with some exceptional months, there were occasions when non-regular repairs and maintenance outweighed the beneficial effects of the better months. There is improvement but there is still some way to go in building the reserve funds to the level that is required which is, preferably, a minimum of up to six months operational means. The year end finished on a more positive note.

The Haven Centre is now over 30 years old, consequently there is more maintenance, the issues bigger and costs have increased. It is an important aspect as it affects the overall appearance and appeal to the community.

As a result of the presentation given showing the results from AKOU's research a Focus Group was formed. The first action was to carry out a complete refurbishment of The Haven Café and Bar. This was done through crowdfunding and grants, donations of materials and peoples' time to carry out the work. Following the completion of the work it was decided to rename the Café and Bar to Lounge & Bar and the centre to just The Haven.

Grants were applied for to replace the current heating system without success. As there are many other organisations also looking for grants the completion of an application requires expertise in that area. Applications were made to Mid Sussex District Council and Gatwick Airport Community Trust for grants towards refurbishment of the Lounge & Bar and upgrading the IT in the centre. These were successful with £5,000 and £1,000 being awarded respectively.

Through S106 monies we were able to upgrade the lighting in the car park and add a lamp post which would cover lighting the overflow car park

There was concern that after the annual service of the boilers only one remained functional. However, our service provider found a part which has worked and given us some respite.

A VE Day celebration was held which incorporated stalls including one of old time sweets, old fashioned games, funfair, songs and demonstrations of dances popular from the era and with some very generously donated raffle prizes. The event carried on into the evening with entertainment and food also available. Overall it was a great success. Mid Sussex District Council also gave a grant towards the running costs of the event.

Financial review

During the year the charity had net outgoing resources for the year of £6,991 (2024 net outgoing resources of £11,378) as shown on the statement of financial activities on page 5 of the accounts. All of the charity's assets are held for the furtherance of the charity's objectives.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Management Committee consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

Structure, governance and management

The charity is governed by a Charitable Incorporated Organisation constitution which was adopted on 12 July 2017.

The Trustees who served during the year were:

F Lancaster

J Dixon

M Martin

S Earle

M Langdon

S Smith

(Resigned 25 June 2025)

L Dixon

J Smith

(Resigned 19 March 2025)

C Hamer

(Appointed 19 March 2025)

H Monnier

(Appointed 23 September 2025)

D Terry

(Appointed 23 September 2025)

A Metcalfe

(Appointed 23 September 2025)

It has been acknowledged for some time that our structure and management no longer reflect today's needs and needs to be radically overhauled. This should be a target for the next financial year.

In many ways the governance is linked with the structure and a review of documents relating to the running of the centre e.g. policies and procedures, staff handbook and contracts. An updated version of the Employee Handbook has been issued and contracts revised, staff were shown draft versions before being adopted which also included policies.

Monthly meetings have been altered to every two months with an update between and, if necessary, a meeting called.

Protection of Premises Bill (Martyn's Law) has not yet been completed but we are fortunate to be members of Action in Rural Sussex who will be advising what our responsibilities will be once finalised.

Two new systems – Xero (accounting software) and Lemon booking – have been introduced which will help reduce the amount of work to be done with Xero being linked to both the booking system and the bank.

The West Sussex Fire and Rescue carried out an inspection which we passed. However, there were some suggestions on how we can improve our level of cover.

Recruitment and appointment of new trustees

The Management Committee is made up of elected members (elected at the Annual General Meeting) and affiliated members (represent affiliated groups who make their choice as to who should represent them). All members are Trustees.

New Trustees are given copies of the latest accounts, Constitution, and an explanation of how the system works. They are also referred to the Charity Commission website where guidelines on the responsibilities of being a trustee are shown. All required documents are signed and eligibility checked and recorded.

A new Treasurer was appointed and a handover period followed.

However, the situation regarding numbers wishing to act as Trustees has not improved. Whilst continued efforts are being made to recruit, it is clear that there is a reluctance for people to come forward due to the amount of responsibility and work involved in the role. It is an area that needs to be addressed.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

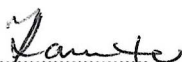
Running of the Community Centre – day to day

Overall, the Centre Manager plays a key role in managing the smooth running of The Haven and developing the business through marketing and networking and working closely with the Trustees and all staff. Day-to-day it is any issues that arise and would include such areas as maintenance, ensuring hirers are catered for and providing information on the centre. The Office Administrator will aid the Manager and will have their own responsibilities such as invoicing.

Risk management

The Management Committee have identified the major risks to which the charity are exposed and have produced a Risk Assessment policy to put systems into place to mitigate those risks. This policy will be regularly reviewed by the Trustees and updated when necessary.

The Trustees' report was approved by the Board of Trustees.



F Lancaster

Trustee

Date: *03/04/2025*

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

I report to the Trustees on my examination of the financial statements of Crawley Down Community Centre Association (the Charity) for the year ended 30 June 2025.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

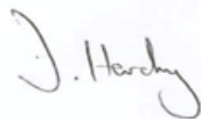
Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn. I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an 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 financial statements to be reached.



Darren Harding ACA FCCA DChA
Richard Place Dobson Services Limited
Ground Floor
1-7 Station Road
Crawley
West Sussex
RH10 1HT
Date:08/04/2026.....

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2025

Current financial year		Unrestricted funds general 2025 £	Unrestricted funds designated 2025 £	Restricted funds 2025 £	Total 2025 £	Total 2024 £
	Notes					
Income from:						
Donations and grants	3	4,030	-	21,690	25,720	1,613
Charitable activities	4	3,979	-	-	3,979	2,854
Investments	5	87,070	-	-	87,070	73,599
Other income	6	9,714	-	-	9,714	15,125
Total income		<u>104,793</u>	<u>-</u>	<u>21,690</u>	<u>126,483</u>	<u>93,191</u>
Expenditure on:						
Raising funds	7	1,634	-	430	2,064	2,067
Charitable activities	8	111,084	10,964	9,362	131,410	102,502
Total expenditure		<u>112,718</u>	<u>10,964</u>	<u>9,792</u>	<u>133,474</u>	<u>104,569</u>
Net income/(expenditure)		(7,925)	(10,964)	11,898	(6,991)	(11,378)
Transfers between funds		1,692	-	(1,692)	-	-
Net movement in funds		<u>(6,233)</u>	<u>(10,964)</u>	<u>10,206</u>	<u>(6,991)</u>	<u>(11,378)</u>
Reconciliation of funds:						
Fund balances at 1 July 2024		53,986	681,137	1,692	736,815	748,193
Fund balances at 30 June 2025		<u>47,753</u>	<u>670,173</u>	<u>11,898</u>	<u>729,824</u>	<u>736,815</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2025

Prior financial year		Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Total 2024 £
	Notes				
Income and endowments from:					
Donations and grants	3	1,113	-	500	1,613
Charitable activities	4	2,854	-	-	2,854
Investments	5	73,599	-	-	73,599
Other income	6	15,125	-	-	15,125
Total income		<u>92,691</u>	<u>-</u>	<u>500</u>	<u>93,191</u>
Expenditure on:					
Raising funds	7	2,067	-	-	2,067
Charitable activities	8	91,217	10,964	321	102,502
Total expenditure		<u>93,284</u>	<u>10,964</u>	<u>321</u>	<u>104,569</u>
Net income/(expenditure)		(593)	(10,964)	179	(11,378)
Transfers between funds		484	-	(484)	-
Net movement in funds		(109)	(10,964)	(305)	(11,378)
Reconciliation of funds:					
Fund balances at 1 July 2023		54,095	692,101	1,997	748,193
Fund balances at 30 June 2024		<u>53,986</u>	<u>681,137</u>	<u>1,692</u>	<u>736,815</u>


CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

BALANCE SHEET

AS AT 30 JUNE 2025

	Notes	2025 £	£	2024 £	£
Fixed assets					
Tangible assets	13		671,095		681,778
Investments	14		10,000		-
			<u>681,095</u>		<u>681,778</u>
Current assets					
Debtors	15	26,874		33,735	
Cash at bank and in hand		33,561		28,964	
		<u>60,435</u>		<u>62,699</u>	
Creditors: amounts falling due within one year	16	(11,706)		(7,662)	
Net current assets			<u>48,729</u>		<u>55,037</u>
Total assets less current liabilities			<u>729,824</u>		<u>736,815</u>
The funds of the Charity					
Restricted income funds	18		11,898		1,692
Unrestricted funds - general	20		47,753		53,986
Unrestricted funds - designated	19		670,173		681,137
			<u>729,824</u>		<u>736,815</u>

The financial statements were approved by the Trustees on 03/04/2025



C Hamer
Trustee

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2025

1 Accounting policies

Charity information

Crawley Down Community Centre Association is a Charitable Incorporated Organisation. The registered office for the CIO is The Haven Centre, Hophurst Lane, Crawley Down, West Sussex RH10 4LJ.

1.1 Basis of preparation

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)". The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

1.3 Charitable funds

Unrestricted funds are available for the use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

1.4 Income

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to, and virtually certain to receive the income, and the amount can be quantified with reasonable accuracy.

Donations, gifts and grants are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Activities for generating funds includes in house catering which is included in the Statement of Financial Activities in the year to which it relates.

Investment income which includes rental income and other incoming resources is included in the year in which it is receivable.

Other income is recognised in the Statement of Financial Activities when the charity is entitled to the income, the receipt is considered virtually certain, and the amount can be measured with reasonable accuracy. Other income includes solar electricity income, affiliation fees, and bar and café income, and is included in the year in which it is receivable.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

1 Accounting policies (Continued)

1.5 Expenditure

Liabilities and related expenditure are recognised in full in the financial statements as soon as an obligation arises and is inclusive of VAT.

Cost of generating funds includes advertising and catering costs and is recognised as incurred.

Charitable activities represents the costs directly attributable to carry out the charitable objects, including support costs and costs relating to the governance of the charity.

1.6 Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	Straight line over 76 years
Fixtures, fittings	Straight line over 4 years

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the Charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

1.8 Cash and cash equivalents

Debtors

Debtors are recognised at the settlement amount due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any discounts due.

1.9 Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.10 Taxation

As a charity, the organisation is not subject to Corporation Tax or other taxes on income and gains arising from its charitable activities.

1.11 Employee benefits

The costs of short-term employee benefits are recognised in the period in which the employee's services are received.

1.12 Retirement benefits

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

1 Accounting policies

(Continued)

1.13 Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.14 Key Judgements and Accounting Estimates

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

The main judgement and accounting estimates included in the accounts are:

- Provisions - Management has made estimates and established provisions in respect of potential liabilities as at the balance sheet date.

- Depreciation - Management has made assumptions and estimated depreciation rates in respect of showing a true and fair view of the assets at the balance sheet date.

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and grants

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	4,030	5,705	9,735	1,113	500	1,613
Grants	-	15,985	15,985	-	-	-
	<u>4,030</u>	<u>21,690</u>	<u>25,720</u>	<u>1,113</u>	<u>500</u>	<u>1,613</u>

4 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Other Trading Activities		
In-house catering	<u>3,979</u>	<u>2,854</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

5 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Rental income	86,740	73,241
Interest receivable	330	358
	<u>87,070</u>	<u>73,599</u>

6 Other income

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Bar and Café	-	995
Affiliation fees	20	-
Solar electricity income	4,365	12,616
Other income	5,329	1,514
	<u>9,714</u>	<u>15,125</u>

7 Raising donations and legacies

	Unrestricted funds general 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds general 2024 £
Advertising	504	430	934	756
Other fundraising costs	1,130	-	1,130	1,311
	<u>1,634</u>	<u>430</u>	<u>2,064</u>	<u>2,067</u>
Fundraising and publicity costs	1,634	430	2,064	2,067
	<u>1,634</u>	<u>430</u>	<u>2,064</u>	<u>2,067</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

8 Expenditure on charitable activities

	Haven Centre costs 2025 £	Haven Centre costs 2024 £
Direct costs		
Staff costs	38,549	33,411
Community fridge expenses	-	305
Rates and water	7,368	2,971
Insurance	3,753	3,443
Light and heat	25,127	20,453
Telephone	644	552
Office expenses	1,736	2,311
Cost of centre	3,098	48
Ground rent	7,125	5,556
Maintenance - contracted	4,756	5,089
Maintenance - non regular	18,485	6,259
Cleaning - contractor	5,126	5,387
Cleaning - materials	1,157	890
Land and buildings depreciation	10,964	10,964
Fixtures and fittings depreciation	369	1,530
	<u>128,257</u>	<u>99,169</u>
Share of support and governance costs (see note 9)		
Support	376	401
Governance	2,777	2,932
	<u>131,410</u>	<u>102,502</u>
Analysis by fund		
Unrestricted funds - general	111,084	91,217
Unrestricted funds - designated	10,964	10,964
Restricted funds	9,362	321
	<u>131,410</u>	<u>102,502</u>
9 Support costs allocated to activities		
	2025	2024
	£	£
Sundry costs	376	401
Governance costs	2,777	2,932
	<u>3,153</u>	<u>3,333</u>
Analysed between:		
Haven Centre costs	<u>3,153</u>	<u>3,333</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year or any travelling expenses.

11 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
	2	2
	<u>2</u>	<u>2</u>
Employment costs	2025	2024
	£	£
Wages and salaries	37,807	32,896
Other pension costs	742	515
	<u>38,549</u>	<u>33,411</u>
	<u>38,549</u>	<u>33,411</u>

Key management personnel

No staff members are deemed to be key management personnel, the trustees have the ultimate control. None of the trustees are reimbursed for this.

There were no employees whose annual remuneration was more than £60,000.

12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

13 Tangible fixed assets

	Land and buildings £	Fixtures, fittings £	Total £
Cost			
At 1 July 2024	929,390	142,145	1,071,535
Additions	-	650	650
	<hr/>	<hr/>	<hr/>
At 30 June 2025	929,390	142,795	1,072,185
	<hr/>	<hr/>	<hr/>
Depreciation and impairment			
At 1 July 2024	248,253	141,504	389,757
Depreciation charged in the year	10,964	369	11,333
	<hr/>	<hr/>	<hr/>
At 30 June 2025	259,217	141,873	401,090
	<hr/>	<hr/>	<hr/>
Carrying amount			
At 30 June 2025	670,173	922	671,095
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 30 June 2024	681,137	641	681,778
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

14 Fixed asset investments

		Listed investments £
Cost or valuation		
At 1 July 2024		-
Additions		10,000
		<hr/>
At 30 June 2025		10,000
		<hr/>
Carrying amount		
At 30 June 2025		10,000
		<hr/> <hr/>
At 30 June 2024		-
		<hr/> <hr/>
Other investments comprise:	Notes	2025 £
Investments in subsidiaries	23	10,000
		<hr/> <hr/>
		2024 £
		-
		<hr/> <hr/>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

15 Debtors		
	2025	2024
	£	£
Amounts falling due within one year:		
Trade debtors	5,848	3,899
Other debtors	19,225	26,520
Prepayments and accrued income	1,801	3,316
	<u>26,874</u>	<u>33,735</u>

16 Creditors: amounts falling due within one year		
	2025	2024
	£	£
Other taxation and social security	340	108
Trade creditors	5,671	2,816
Other creditors	150	1,834
Accruals and deferred income	5,545	2,904
	<u>11,706</u>	<u>7,662</u>

17 Retirement benefit schemes		
	2025	2024
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	742	515
	<u>742</u>	<u>515</u>

The Charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Charity in an independently administered fund.

18 Restricted funds					
	At 1 July 2024	Incoming resources	Resources expended	Transfers	At 30 June 2025
	£	£	£	£	£
Hubbub foundation	1,692	-	-	(1,692)	-
MSDC - Car Park Lighting	-	7,985	(7,985)	-	-
MSDC - VE Day	-	2,000	(1,807)	-	193
MSDC - Refurbishment of Lounge & Bar	-	5,000	-	-	5,000
Gatwick Airport Community Trust	-	1,000	-	-	1,000
Crowdfunder	-	5,705	-	-	5,705
	<u>1,692</u>	<u>21,690</u>	<u>(9,792)</u>	<u>(1,692)</u>	<u>11,898</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

18 Restricted funds (Continued)

Previous year:	At 1 July 2023	Incoming resources	Resources expended	Transfers At 30 June 2024	
	£	£	£	£	£
Hubbub foundation	1,997	-	(305)	-	1,692
TV Donation	-	500	(16)	(484)	-
	<u>1,997</u>	<u>500</u>	<u>(321)</u>	<u>(484)</u>	<u>1,692</u>

The Hubbub foundation represented a "Community Fridge" started by a trustee which operates on the premises. The Community Fridge has now been closed, with the remaining balance released to unrestricted funds during the year.

The TV Donation represents a donation of £500 towards the purchase of a new TV. The transfer represents the purchase of the TV that has been capitalised in the financial statements.

Mid Sussex District Council provided the charity with grants for three different purposes during the year:

- Car Park Lighting - £7,985 towards improvements to the car park lighting.
- VE Day - £2,000 towards holding a VE Day event at The Haven Centre.
- Refurbishment of Bar & Lounge - £5,000 towards refurbishment costs.

The Gatwick Airport Community Trust funds represent a grant towards upgrading the Wi-Fi system at the Haven Centre.

The Crowdfunder donations were raised specifically to support the renovation of the bar.

19 Unrestricted funds - designated

These are unrestricted funds which are material to the Charity's activities.

	At 1 July 2024	Resources At 30 June 2025 expended	
	£	£	£
Property fund	681,137	(10,964)	670,173
	<u>681,137</u>	<u>(10,964)</u>	<u>670,173</u>
Previous year:	At 1 July 2023	Resources At 30 June 2024 expended	
	£	£	£
Property fund	692,101	(10,964)	681,137
	<u>692,101</u>	<u>(10,964)</u>	<u>681,137</u>

The Property fund represents the funds necessarily set aside towards the charity's occupation of the land and buildings.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

20 Unrestricted funds

	At 1 July 2024	Incoming resources	Resources expended	Transfers	At 30 June 2025
	£	£	£	£	£
General funds	53,986	104,793	(112,718)	1,692	47,753

Previous year:	At 1 July 2023	Incoming resources	Resources expended	Transfers	At 30 June 2024
	£	£	£	£	£
General funds	54,095	92,691	(93,284)	484	53,986

21 Analysis of net assets between funds

	Unrestricted funds general 2025	Unrestricted funds designated 2025	Restricted funds 2025	Total 2025
	£	£	£	£
At 30 June 2025:				
Tangible assets	922	670,173	-	671,095
Investments	10,000	-	-	10,000
Current assets/(liabilities)	36,831	-	11,898	48,729
	47,753	670,173	11,898	729,824

	Unrestricted funds general 2024	Unrestricted funds designated 2024	Restricted funds 2024	Total 2024
	£	£	£	£
At 30 June 2024:				
Tangible assets	641	681,137	-	681,778
Current assets/(liabilities)	53,345	-	1,692	55,037
	53,986	681,137	1,692	736,815

22 Related party transactions

The charity's subsidiary, CDCCA Trading Limited, owed the charity £19,225 at the year ending 30 June 2025 (2024 - £26,520).

Three trustees were reimbursed a total of £2,384 for expenses incurred on behalf of the charity, including repairs and maintenance costs, office costs and cleaning materials. (2024 - Three trustees were reimbursed £1,023 for expenses incurred on behalf of the charity, relating to office expenses, catering consumables and cleaning materials.)

There were no other related party transactions in the year.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

23 Subsidiaries

These financial statements are separate Charity financial statements for Crawley Down Community Centre Association.

Details of the Charity's subsidiaries at 30 June 2025 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held	
				Direct	Indirect
CDCCA Trading Ltd	The Haven Centre, Hophurst Lane, Crawley Down, West Sussex RH10 4LJ	Provision of bar services in support of the charity.	Ordinary	100.00	

The aggregate capital and reserves and the result for the year of subsidiaries excluded from consolidation was as follows:

Name of undertaking	Profit/(Loss)	Capital and Reserves
	£	£
CDCCA Trading Ltd	30,341	(2,422)

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

England & Wales - Charity number 1173791

Accounts

Charity registration number 1173791

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Frances Lancaster
John Dixon
Michael Martin
Sharon Earle
Mark Langdon
Sue Smith
Linda Dixon
Jonathan Smith

Charity number

1173791

Principal address

The Haven Centre
Hophurst Lane
Crawley Down
West Sussex
RH10 4LJ

Independent examiner

Darren Harding ACA FCCA DChA
Richard Place Dobson Services Limited
1-7 Station Road
Crawley
West Sussex
RH10 1HT

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

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CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

TRUSTEES' REPORT

FOR THE YEAR ENDED 30 JUNE 2024

The Trustees present their annual report and financial statements for the year ended 30 June 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's trust deed, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The charitable objects are to promote the benefit of the inhabitants of Crawley Down and the neighbourhood without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreations and leisure time occupation with the object of improving the conditions of life of the said inhabitants. Further to this, the charity aims to establish a community centre and to maintain and manage such a centre for activities promoted by the association. There has been no changes to these charitable objectives during the year.

The Management Committee have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

Whilst the financial situation is still recovering from Covid, it has been a positive year for an increase in hirings. In particular new businesses involved in training are using the facilities and regular keep fit classes are now being held for the older members of the community. This has been achieved through the hard work of the office staff.

With the slight improvement in income, we were able to give the Staff a small increase in their salaries to be followed up with a review later in the year.

It was decided that a radical approach was needed to ensure the continuation of the centre and AKOU was employed to carry out a strategic review. Through this a large amount of data was collected and can now be used to base the way forward to good effect. A presentation event will be held to seek help both financially and for those with experience in appropriate fields and for general support.

The annual joint committee meeting between CDCCA CIO and CDCCA Trading Ltd, including the staff, was held and will now be held each year.

A decision was made to help improve understanding and the relationship between CDCCA and Worth Parish Council and to this end Thérèse Wilson, Crawley Down Worth Parish Councillor, joined the Management Committee. This proved to be of benefit to both sides very quickly.

Income from the Solar Panels was re-established and we benefitted from several years past payments being credited.

A second boiler is no longer functioning, and the remaining one is old and parts no longer available. As a result, several applications have been made for grants for a replacement system without success. Efforts to source the funding continues.

The applications required energy information and the following surveys were made Energy Performance, Building Energy Audit and Heat Loss Calculations, not only giving support for future applications but also shows where savings could be made.

Financial review

During the year the charity had net outgoing resources for the year of £11,378 (2023 net outgoing resources of £9,512) as shown on the statement of financial activities on page 4 of the accounts. All of the charity's assets are held for the furtherance of the charity's objectives.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Management Committee consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

Structure, governance and management

The charity is governed by a Charitable Incorporated Organisation constitution which was adopted on 12 July 2017.

The Trustees who served during the year were:

Frances Lancaster

John Dixon

Michael Martin

Jean Cole

(Resigned 31 May 2024)

Donal Barrett

(Resigned 31 May 2024)

Sharon Earle

Mark Langdon

Sue Smith

Linda Dixon

Craig Davis

(Resigned 15 January 2024)

Jonathan Smith

The Centre Manager works four full days per week and the Office Administrator's hours are 20 per week. Whilst days and hours worked per week are set, there is flexibility and the staff will alter them to suit the requirements of the week. These arrangements are monitored and regularly reviewed with the staff.

The continued lack of funds has meant that slow progress is being made on completing recommendations covered under the Fire Risk Assessment and Electrical installation. The annual Health and Safety check was carried out and signed by the Chairman. Policies were reviewed and signed by the Chairman

Recruitment and appointment of new trustees

The Management Committee is made up of elected members (elected at the Annual General Meeting) and affiliated members (represent affiliated groups who make their choice as to who should represent them). All members are Trustees.

New Trustees are given copies of the latest accounts, Constitution, and an explanation of how the system works. They are also referred to the Charity Commission website where guidelines on the responsibilities of being a trustee are shown.

The current Treasurer wishes to step down at the next Annual General Meeting and fortunately a replacement has come forward and will officially take over at the first meeting after the AGM. However, the number of Trustees is now reaching a critical level with little interest being shown by members of the community in joining the committee. There will be an active campaign to address the situation.

Running of the Community Centre – day to day

The Centre Manager's and the Office Administrator's roles cover the day to day running of the centre. Their roles cover many different aspects including ensuring the maintenance of the Health and Safety levels, marketing and that hirers have an excellent experience of using the facilities.

The Management Committee meetings were held on a monthly basis and if it was not possible to hold one a report relating to that month was issued by the Chairman.

Risk management

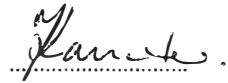
The Management Committee have identified the major risks to which the charity are exposed and have produced a Risk Assessment policy to put systems into place to mitigate those risks. This policy will be regularly reviewed by the Trustees and updated when necessary.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

The Trustees' report was approved by the Board of Trustees.



Frances Lancaster

Trustee

Date: *28/01/2025*

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

I report to the Trustees on my examination of the financial statements of Crawley Down Community Centre Association (the Charity) for the year ended 30 June 2024.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

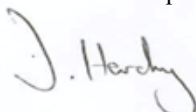
Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of 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 an 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 financial statements to be reached.



Darren Harding ACA FCCA DChA
Richard Place Dobson Services Limited
1-7 Station Road
Crawley
West Sussex
RH10 1HT

Dated: 05/02/2025.....

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2024

Current financial year

	Notes	Unrestricted funds general 2024 £	Unrestricted funds Designated 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
<u>Income and endowments from:</u>						
Donations and gifts	3	1,113	-	500	1,613	1,540
Charitable activities	4	2,854	-	-	2,854	4,374
Investments	5	73,599	-	-	73,599	76,284
Other income	6	15,125	-	-	15,125	9,345
Total income		92,691	-	500	93,191	91,543
<u>Expenditure on:</u>						
Raising funds	7	2,067	-	-	2,067	1,065
Charitable activities	8	91,217	10,964	321	102,502	99,990
Total expenditure		93,284	10,964	321	104,569	101,055
Net (outgoing)/incoming resources before transfers		(593)	(10,964)	179	(11,378)	(9,512)
Gross transfers between funds		484	-	(484)	-	-
Net outgoing resources		(109)	(10,964)	(305)	(11,378)	(9,512)
Fund balances at 1 July 2023		54,095	692,101	1,997	748,193	757,705
Fund balances at 30 June 2024		53,986	681,137	1,692	736,815	748,193

The statement of financial activities includes all gains and losses recognised in the year.

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2024

Prior financial year

	Notes	Unrestricted funds general 2023 £	Unrestricted funds Designated 2023 £	Restricted funds 2023 £	Total 2023 £
<u>Income and endowments from:</u>					
Donations and gifts	3	1,540	-	-	1,540
Charitable activities	4	4,374	-	-	4,374
Investments	5	76,284	-	-	76,284
Other income	6	9,345	-	-	9,345
Total income		91,543	-	-	91,543
<u>Expenditure on:</u>					
Raising funds	7	1,065	-	-	1,065
Charitable activities	8	86,232	12,755	1,003	99,990
Total expenditure		87,297	12,755	1,003	101,055
Net (outgoing)/incoming resources before transfers		4,246	(12,755)	(1,003)	(9,512)
Net expenditure for the year/ Net movement in funds		4,246	(12,755)	(1,003)	(9,512)
Fund balances at 1 July 2022		49,849	704,856	3,000	757,705
Fund balances at 30 June 2023		54,095	692,101	1,997	748,193

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

BALANCE SHEET

AS AT 30 JUNE 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	13		681,778		693,788
Current assets					
Debtors	14	33,735		34,685	
Cash at bank and in hand		28,964		25,350	
		<u>62,699</u>		<u>60,035</u>	
Creditors: amounts falling due within one year	15	<u>(7,662)</u>		<u>(5,630)</u>	
Net current assets			<u>55,037</u>		<u>54,405</u>
Total assets less current liabilities			<u>736,815</u>		<u>748,193</u>
The funds of the Charity					
Restricted income funds	17		1,692		1,997
Unrestricted funds - general	19		53,986		54,095
Unrestricted funds - designated	18		681,137		692,101
			<u>736,815</u>		<u>748,193</u>

The financial statements were approved by the Trustees on22/1/25



John Dixon
Trustee

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2024

1 Accounting policies

Charity information

Crawley Down Community Centre Association is a Charitable Incorporated Organisation. The registered office for the CIO is The Haven Centre, Hophurst Lane, Crawley Down, West Sussex RH10 4LJ.

1.1 Accounting convention

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective 1 April 2005 which has since been withdrawn.

The registered office is The Haven Centre, Hophurst Lane, Crawley Down, West Sussex, RH10 4LJ.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows

1.2 Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

1.3 Charitable funds

Unrestricted funds are available for the use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

1.4 Income

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to, and virtually certain to receive the income, and the amount can be quantified with reasonable accuracy.

Donations, gifts and grants are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Activities for generating funds includes in house catering which is included in the Statement of Financial Activities in the year to which it relates.

Investment income which includes rental income and other incoming resources is included in the year in which it is receivable.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

1 Accounting policies

(Continued)

1.5 Expenditure

Liabilities and related expenditure are recognised in full in the financial statements as soon as an obligation arises and is inclusive of VAT.

Cost of generating funds includes advertising and catering costs and is recognised as incurred.

Charitable activities represents the costs directly attributable to carry out the charitable objects, including support costs and costs relating to the governance of the charity.

1.6 Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	Straight line over 76 years
Fixtures, fittings	Straight line over 4 years

1.7 Cash and cash equivalents

Debtors

Debtors are recognised at the settlement amount due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any discounts due.

1.8 Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.9 Taxation

As a charity, the organisation is not subject to Corporation Tax or other taxes on income and gains arising from its charitable activities.

1.10 Employee benefits

The costs of short-term employee benefits are recognised in the period in which the employee's services are received.

1.11 Retirement benefits

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

1 Accounting policies

(Continued)

1.12 Key Judgements and Accounting Estimates

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

The main judgement and accounting estimates included in the accounts are:

- Provisions - Management has made estimates and established provisions in respect of potential liabilities as at the balance sheet date.

- Depreciation - Management has made assumptions and estimated depreciation rates in respect of showing a true and fair view of the assets at the balance sheet date.

2 Critical accounting estimates and judgements

3 Donations and grants

	Unrestricted funds general 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds general 2023 £
Donations and grants	1,113	500	1,613	1,540

4 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Other Trading Activities		
In-house catering	2,854	4,374

5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Rental income	73,241	76,098
Interest receivable	358	186
	<u>73,599</u>	<u>76,284</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

6 Other income

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Bar and café	995	-
Snooker club	-	3,178
Affiliation fees	-	20
Other income	14,130	6,147
	<u>15,125</u>	<u>9,345</u>

7 Raising donations and legacies

	Unrestricted funds general 2024 £	Unrestricted funds general 2023 £
Advertising	756	362
Other fundraising costs	1,311	703
	<u>2,067</u>	<u>1,065</u>
Fundraising and publicity costs	2,067	1,065
	<u>2,067</u>	<u>1,065</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

8 Expenditure on charitable activities

	Haven Centre costs 2024 £	Haven Centre costs 2023 £
Direct costs		
Staff costs	33,411	31,951
Community fridge expenses	305	1,003
Rates and water	2,971	2,716
Insurance	3,443	3,169
Light and heat	20,453	12,869
Telephone	552	552
Office expenses	2,311	1,074
Cost of centre	48	1,647
Ground rent	5,556	5,736
Maintenance - contracted	5,089	4,254
Maintenance - non regular	6,259	8,736
Cleaning - contractor	5,387	6,196
Cleaning - materials	890	537
Land and buildings depreciation	10,964	12,755
Fixtures and fittings depreciation	1,530	3,409
	<u>99,169</u>	<u>96,604</u>
Share of support and governance costs (see note 9)		
Support	401	174
Governance	2,932	3,212
	<u>102,502</u>	<u>99,990</u>
Analysis by fund		
Unrestricted funds - general	91,217	86,232
Unrestricted funds - designated	10,964	12,755
Restricted funds	321	1,003
	<u>102,502</u>	<u>99,990</u>
9 Support costs allocated to activities	2024	2023
	£	£
Sundry costs	401	174
Governance costs	2,932	3,212
	<u>3,333</u>	<u>3,386</u>
Analysed between:		
Haven Centre costs	<u>3,333</u>	<u>3,386</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year or any travelling expenses.

11 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
	2	2
	<u>2</u>	<u>2</u>
Employment costs	2024	2023
	£	£
Wages and salaries	32,896	31,522
Other pension costs	515	429
	<u>33,411</u>	<u>31,951</u>
	<u>33,411</u>	<u>31,951</u>

Key management personnel

No staff members are deemed to be key management personnel, the trustees have the ultimate control. None of the trustees are reimbursed for this.

There were no employees whose annual remuneration was more than £60,000.

12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

13 Tangible fixed assets

	Land and buildings £	Fixtures, fittings £	Total £
Cost			
At 1 July 2023	929,390	141,661	1,071,051
Additions	-	484	484
At 30 June 2024	929,390	142,145	1,071,535
Depreciation and impairment			
At 1 July 2023	237,289	139,974	377,263
Depreciation charged in the year	10,964	1,530	12,494
At 30 June 2024	248,253	141,504	389,757
Carrying amount			
At 30 June 2024	681,137	641	681,778
At 30 June 2023	692,101	1,687	693,788

14 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Trade debtors	3,899	12,048
Other debtors	26,520	19,642
Prepayments and accrued income	3,316	2,995
	33,735	34,685

15 Creditors: amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	108	267
Trade creditors	2,816	150
Other creditors	1,834	2,441
Accruals and deferred income	2,904	2,772
	7,662	5,630

16 Retirement benefit schemes

	2024 £	2023 £
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	515	429

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

16 Retirement benefit schemes (Continued)

The Charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Charity in an independently administered fund.

17 Restricted funds

	At 1 July 2023	Incoming resources	Resources expended	Transfers At 30 June 2024	
	£	£	£	£	£
Hubbub foundation	1,997	-	(305)	-	1,692
TV Donation	-	500	(16)	(484)	-
	<u>1,997</u>	<u>500</u>	<u>(321)</u>	<u>(484)</u>	<u>1,692</u>

Previous year:	At 1 July 2022	Incoming resources	Resources expended	Transfers At 30 June 2023	
	£	£	£	£	£
Hubbub foundation	3,000	-	(1,003)	-	1,997
	<u>3,000</u>	<u>-</u>	<u>(1,003)</u>	<u>-</u>	<u>1,997</u>

The Hubbub foundation represents a "community fridge" started by a trustee which operates on the premises. The money is being held in the account but is solely for this project which is independent. During the year £305 of this balance was spent on the project leaving a balance of £1,692 at 31 March 2024.

The TV Donation represents a donation of £500 towards the purchase of a new TV. The transfer represents the purchase of the TV that has been capitalised in the financial statements.

18 Unrestricted funds - designated

These are unrestricted funds which are material to the Charity's activities.

	At 1 July 2023	Resources At 30 June 2024	
	£	£	£
Property fund	692,101	(10,964)	681,137
	<u>692,101</u>	<u>(10,964)</u>	<u>681,137</u>
Previous year:	At 1 July 2022	Resources At 30 June 2023	
	£	£	£
Property fund	704,856	(12,755)	692,101
	<u>704,856</u>	<u>(12,755)</u>	<u>692,101</u>

The Property fund represents the funds necessarily set aside towards the charity's occupation of the land and buildings.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

England & Wales - Charity number 1173791

Accounts

Charity registration number 1173791

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Frances Lancaster
John Dixon
Michael Martin
Jean Cole
Donal Barrett
Sharon Earle
Mark Langdon
Sue Smith
Linda Dixon
J Smith

(Appointed 30 November
2022)

Charity number

1173791

Principal address

The Haven Centre
Hophurst Lane
Crawley Down
West Sussex
RH10 4LJ

Independent examiner

Darren Harding ACA FCCA DChA
Richard Place Dobson Services Limited
1-7 Station Road
Crawley
West Sussex
RH10 1HT

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

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Statement of financial activities	4 - 5
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Notes to the financial statements	7 - 15

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

TRUSTEES' REPORT

FOR THE YEAR ENDED 30 JUNE 2023

The Trustees present their annual report and financial statements for the year ended 30 June 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's trust deed, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The charitable objects are to promote the benefit of the inhabitants of Crawley Down and the neighbourhood without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreations and leisure time occupation with the object of improving the conditions of life of the said inhabitants and there has been no change in these during the year.

The Management Committee have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

The beginning of the year showed that there was still caution by both hirers and users of the centre as a result of Covid. However, there has been a steady increase over the last year.

During the year there were a few months where a profit was made but it made very little difference to the overall financial position. The working balance did improve slightly towards the end of the financial year but the replenishment of the reserves, even in a small way, had not been possible.

Half way through the year, our largest hirer left to move to their own premises, which left a considerable financial gap and one that is being gradually filled.

Due to the success of the joint committee meeting between CDCCA CIO and CDCCA Trading Ltd, including the staff, it was proposed to hold a further one. It is to be hoped that this will continue.

The decision to hold a celebration in recognition of King Charles III's Coronation was successful.

The local Parkinsons group had asked if they could replant the front beds as part of their programme. We were happy to agree and the result is two beds that receive regular comments and reflect the seasons of the year.

We now have through the Youth Community Service regular visits from young people who have been through the system for criminal justice. There is a care worker and one young person at each visit and projects have been carried out both inside and outside.

Financial review

During the year the charity had net outgoing resources for the year of £9,512 (2022 net outgoing resources of £20,751) as shown on the statement of financial activities on page 4 of the accounts. All of the charity's assets are held for the furtherance of the charity's objectives.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Management Committee consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

Structure, governance and management

The charity is governed by a Charitable Incorporated Organisation constitution which was adopted on 14 June 2017.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

The Trustees who served during the year were:

Frances Lancaster

John Dixon

Michael Martin

Jean Cole

Donal Barrett

Sharon Earle

Mark Langdon

Sue Smith

Linda Dixon

Craig Davis

J Smith

(Resigned 15 January 2024)

(Appointed 30 November 2022)

The Centre Manager has remained on four full days per week and the Office Administrator's hours were increased to 20 per week. The hours are monitored and reviewed when necessary.

The continued lack of funds has meant that slow progress is being made on completing recommendations covered under the Fire Risk Assessment and Electrical installation. The annual Health and Safety check was carried out and signed by the Chairman. Policies were reviewed and signed by the Chairman.

Recruitment and appointment of new trustees

The Management Committee is made up of elected members (elected at the Annual General Meeting) and affiliated members (represent affiliated groups who make their choice as to who should represent them). All members are Trustees.

New Trustees are given copies of the latest accounts, Constitution, and an explanation of how the system works. They are also referred to the Charity Commission website where guidelines on the responsibilities of being a trustee are shown.

Running of the Community Centre -- day to day

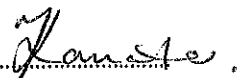
The Centre Manager's and the Office Administrator's roles covering the day to day running of the centre, which covers many different aspects including ensuring the maintenance of the Health and Safety levels, marketing and that hirers have an excellent experience of using the facilities, were met very efficiently and they were instrumental in the increase shown in the hiring's.

The Management Committee meetings were held on a monthly basis and if it was not possible to hold one a report relating to that month was issued by the Chairman.

Risk management

The Management Committee have identified the major risks to which the charity are exposed and have produced a Risk Assessment policy to put systems into place to mitigate those risks. This policy will be regularly reviewed by the Trustees and updated when necessary.

The Trustees' report was approved by the Board of Trustees.



Frances Lancaster

Trustee

Date: 20/03/2024

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

I report to the Trustees on my examination of the financial statements of Crawley Down Community Centre Association (the Charity) for the year ended 30 June 2023.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

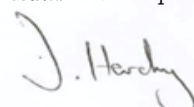
Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of 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 an 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 financial statements to be reached.



Darren Harding ACA FCCA DChA
Richard Place Dobson Services Limited
1-7 Station Road
Crawley
West Sussex
RH10 1HT

Dated: 26/03/2024.....

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2023

Current financial year

	Notes	Unrestricted funds general 2023 £	Unrestricted funds Designated 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
<u>Income and endowments from:</u>						
Donations and gifts	3	1,540	-	-	1,540	12,195
Charitable activities	4	4,374	-	-	4,374	2,712
Investments	5	76,284	-	-	76,284	64,056
Other income	6	9,345	-	-	9,345	3,452
Total income		91,543	-	-	91,543	82,415
<u>Expenditure on:</u>						
Raising funds	7	1,065	-	-	1,065	1,146
Charitable activities	8	86,232	12,755	1,003	99,990	102,020
Total expenditure		87,297	12,755	1,003	101,055	103,166
Net income/(expenditure) for the year/ Net movement in funds		4,246	(12,755)	(1,003)	(9,512)	(20,751)
Fund balances at 1 July 2022		49,849	704,856	3,000	757,705	778,456
Fund balances at 30 June 2023		54,095	692,101	1,997	748,193	757,705

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2023

Prior financial year		Unrestricted funds general 2022 £	Unrestricted funds Designated 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes				
<u>Income and endowments from:</u>					
Donations and gifts	3	9,195	-	3,000	12,195
Charitable activities	4	2,712	-	-	2,712
Investments	5	64,056	-	-	64,056
Other income	6	3,452	-	-	3,452
Total income		79,415	-	3,000	82,415
<u>Expenditure on:</u>					
Raising funds	7	1,146	-	-	1,146
Charitable activities	8	89,113	12,907	-	102,020
Total expenditure		90,259	12,907	-	103,166
Net income/(expenditure) for the year/ Net movement in funds		(10,844)	(12,907)	3,000	(20,751)
Fund balances at 1 July 2021		60,693	717,763	-	778,456
Fund balances at 30 June 2022		49,849	704,856	3,000	757,705

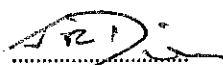
CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

BALANCE SHEET

AS AT 30 JUNE 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	13		693,788		709,952
Current assets					
Debtors	14	34,685		22,403	
Cash at bank and in hand		25,350		30,119	
		<u>60,035</u>		<u>52,522</u>	
Creditors: amounts falling due within one year	15	<u>(5,630)</u>		<u>(4,769)</u>	
Net current assets			<u>54,405</u>		<u>47,753</u>
Total assets less current liabilities			<u><u>748,193</u></u>		<u><u>757,705</u></u>
Income funds					
Restricted funds	16		1,997		3,000
Unrestricted funds - Designated	17		692,101		704,856
Unrestricted funds - general			54,095		49,849
			<u>748,193</u>		<u>757,705</u>

The financial statements were approved by the Trustees on 14/2/24



John Dixon
Trustee

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies

1.1 Accounting convention

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective 1 April 2005 which has since been withdrawn.

The registered office is The Haven Centre, Hophurst Lane, Crawley Down, West Sussex, RH10 4LJ.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows

1.2 Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

1.3 Charitable funds

Unrestricted funds are available for the use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

1.4 Income

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to, and virtually certain to receive the income, and the amount can be quantified with reasonable accuracy.

Donations, gifts and grants are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Activities for generating funds includes in house catering which is included in the Statement of Financial Activities in the year to which it relates.

Investment income which includes rental income and other incoming resources is included in the year in which it is receivable.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies (Continued)

1.5 Expenditure

Liabilities and related expenditure are recognised in full in the financial statements as soon as an obligation arises and is inclusive of VAT.

Cost of generating funds includes advertising and catering costs and is recognised as incurred.

Charitable activities represents the costs directly attributable to carry out the charitable objects, including support costs and costs relating to the governance of the charity.

1.6 Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	Reducing balance over 76 years
Fixtures, fittings	Straight line over 4 years

1.7 Cash and cash equivalents

Debtors

Debtors are recognised at the settlement amount due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any discounts due.

1.8 Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.9 Taxation

As a charity, the organisation is not subject to Corporation Tax or other taxes on income and gains arising from its charitable activities.

1.10 Employee benefits

The costs of short-term employee benefits are recognised in the period in which the employee's services are received.

1.11 Retirement benefits

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies

(Continued)

1.12 Key Judgements and Accounting Estimates

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

The main judgement and accounting estimates included in the accounts are:

- Provisions - Management has made estimates and established provisions in respect of potential liabilities as at the balance sheet date.

- Depreciation - Management has made assumptions and estimated depreciation rates in respect of showing a true and fair view of the assets at the balance sheet date.

2 Critical accounting estimates and judgements

3 Donations and grants

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £	Restricted funds 2022 £	Total 2022 £
Donations and grants	1,540	9,195	3,000	12,195

4 Charitable activities

	Other trading activities 2023 £	Other trading activities 2022 £
In-house catering	4,374	2,712

5 Investments

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Rental income	76,098	64,041
Interest receivable	186	15
	<u>76,284</u>	<u>64,056</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

6 Other income

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Snooker club	3,178	488
Affiliation fees	20	36
Other income	6,147	2,928
	<u>9,345</u>	<u>3,452</u>

7 Raising donations and legacies

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Advertising	362	263
Other fundraising costs	703	883
Fundraising and publicity costs	1,065	1,146
	<u>1,065</u>	<u>1,146</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

8 Charitable activities

	Haven Centre costs 2023 £	Haven Centre costs 2022 £
Staff costs	31,951	29,305
Community fridge expenses	1,003	-
Rates and water	2,716	6,139
Insurance	3,169	2,952
Light and heat	12,869	12,998
Telephone	552	557
Office expenses	1,074	1,945
Cost of centre	1,647	284
Ground rent	5,736	4,167
Maintenance - contracted	4,254	3,825
Maintenance - non regular	8,736	9,605
Cleaning - contractor	6,196	5,958
Cleaning - materials	537	629
Land and buildings depreciation	12,755	12,907
Fixtures and fittings depreciation	3,409	7,473
	<u>96,604</u>	<u>98,744</u>
Share of support costs (see note 9)	174	252
Share of governance costs (see note 9)	3,212	3,024
	<u>99,990</u>	<u>102,020</u>
Analysis by fund		
Unrestricted funds - general	86,232	89,113
Unrestricted funds - Designated	12,755	12,907
Restricted funds	1,003	-
	<u>99,990</u>	<u>102,020</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

9 Support costs

	Support costs	Governance costs	2023 Support costs	Governance costs	2022
	£	£	£	£	£
Sundry	174	-	174	252	252
Accountancy	-	2,772	2,772	-	2,580
Payroll	-	90	90	-	105
Bank charges	-	350	350	-	339
	<u>174</u>	<u>3,212</u>	<u>3,386</u>	<u>252</u>	<u>3,276</u>
Analysed between					
Charitable activities	<u>174</u>	<u>3,212</u>	<u>3,386</u>	<u>252</u>	<u>3,276</u>

10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year or any travelling expenses.

11 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	<u>2</u>	<u>2</u>
Employment costs	2023	2022
	£	£
Wages and salaries	31,522	28,856
Other pension costs	429	449
	<u>31,951</u>	<u>29,305</u>

Key management personnel

No staff members are deemed to be key management personnel, the trustees have the ultimate control. None of the trustees are reimbursed for this.

There were no employees whose annual remuneration was more than £60,000.

12 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

13 Tangible fixed assets

	Land and buildings £	Fixtures, fittings £	Total £
Cost			
At 1 July 2022	929,390	141,661	1,071,051
At 30 June 2023	929,390	141,661	1,071,051
Depreciation and impairment			
At 1 July 2022	224,534	136,565	361,099
Depreciation charged in the year	12,755	3,409	16,164
At 30 June 2023	237,289	139,974	377,263
Carrying amount			
At 30 June 2023	692,101	1,687	693,788
At 30 June 2022	704,856	5,096	709,952

14 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	12,048	5,268
Other debtors	19,642	15,649
Prepayments and accrued income	2,995	1,486
	34,685	22,403

15 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	267	-
Trade creditors	150	-
Other creditors	2,441	2,159
Accruals and deferred income	2,772	2,610
	5,630	4,769

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

16 Restricted funds

	Movement in funds			
	Incoming resources	Balance at 1 July 2022	Resources expended	Balance at 30 June 2023
	£	£	£	£
Hubbub foundation	3,000	3,000	(1,003)	1,997

The Hubbub foundation represents a "community fridge" started by a trustee which operates on the premises. The money is being held in the account but is solely for this project which is independent. During the year £1,003 of this balance was spent on the project leaving a balance of £1,997 at 31.03.2023.

17 Unrestricted funds - Designated

These are unrestricted funds which are material to the Charity's activities made up as follows:

	Balance at 1 July 2021	Resources expended	Transfers	Balance at 1 July 2022	Resources expended	Balance at 30 June 2023
	£	£	£	£	£	£
Property fund	717,763	(12,907)	-	704,856	(12,755)	692,101

The Property fund represents the funds necessarily set aside towards the charity's occupation of the land and buildings.

18 Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total
	2023	2023	2023	2023
	£	£	£	£
Fund balances at 30 June 2023 are represented by:				
Tangible assets	1,687	692,101	-	693,788
Current assets/(liabilities)	52,408	-	1,997	54,405
	<u>54,095</u>	<u>692,101</u>	<u>1,997</u>	<u>748,193</u>
	Unrestricted funds	Designated funds	Restricted funds	Total
	2022	2022	2022	2022
	£	£	£	£
Tangible assets	5,096	704,856	-	709,952
Current assets/(liabilities)	44,753	-	3,000	47,753
	<u>49,849</u>	<u>704,856</u>	<u>3,000</u>	<u>757,705</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

19 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

England & Wales - Charity number 1173791

Accounts

Charity registration number 1173791

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Frances Lancaster John Dixon Michael Martin Jean Cole Donal Barrett Sharon Earl Mark Langdon Sue Smith Linda Dixon Craig Davis
Charity number	1173791
Principal address	The Haven Centre Hophurst Lane Crawley Down West Sussex RH10 4LJ
Independent examiner	Darren Harding ACA FCCA DChA Richard Place Dobson Services Limited 1-7 Station Road Crawley West Sussex RH10 1HT

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

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CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

TRUSTEES' REPORT

FOR THE YEAR ENDED 30 JUNE 2022

The Trustees present their annual report and financial statements for the year ended 30 June 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's trust deed, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The charitable objects are to promote the benefit of the inhabitants of Crawley Down and the neighbourhood without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreations and leisure time occupation with the object of improving the conditions of life of the said inhabitants and there has been no change in these during the year.

The Management Committee have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

The effects of Covid were still being felt at the start of the 2021-2022 financial year with some regular hirers not yet feeling confident enough to return. However, there was a gradual return throughout the year.

There were two final grants one from HMRC to cover the Job Retention Scheme and a Covid grant from MSDC. However, to even break even each month was very difficult. This meant that any additional expenses had to be met by the support of our savings account. Hiring's have fluctuated but during the latter part of the year this has steadily improved. Unfortunately, it has still not been possible to build up a more secure working bank balance and to replenish the reserves.

Whilst decisions were made during the year, the following were the most significant.

- To hold a joint committee meeting to further knowledge and understanding between the CDCCA CIO and CDCCA Trading Ltd. It was positive and another will be held in due course.
- To set up a Community Fridge which, although under the CDCCA auspices, will be run separately. Funding has been obtained for this project.
- To close the Snooker Club due to the lack of use and the effect on the financial contribution to the CDCCA. Work would commence to enable the room to be utilised for hiring purposes which began in April.
- To set up a Mother and Toddler group by the Centre Manager and Office Administrator with a small charge of £2 per adult and £1 per child. It has been well attended and popular.
- To hold a Jubilee Event which was for the community and very successful.

Financial review

During the year the charity had net outgoing resources for the year of £20,751 (2021 net outgoing resources of £19,084) as shown on the statement of financial activities on page 5 of the accounts. All of the charity's assets are held for the furtherance of the charity's objectives.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Management Committee consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

Structure, governance and management

The charity is governed by a Charitable Incorporated Organisation constitution which was adopted on 14 June 2017.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

The Trustees who served during the year were:

Frances Lancaster

John Dixon

Michael Martin

Jean Cole

Mike Cole

(Resigned 11 April 2022)

Donal Barrett

Sharon Earl

Mark Langdon

Sue Smith

Jonathan Smith

(Resigned 26 November 2021)

Linda Dixon

Craig Davis

The Centre Manager, full-time, remained on furlough until the end of the Government scheme and the Office Administrator, part-time, returned to working contact hours. A review was carried out by discussion with the staff. It was agreed from 1 October that the Centre Manager would work 4 days a week and the Office Administrator 13 hours per week. This would remain in place until 31 December 2021 and at that point the decision was made for this arrangement to become permanent.

During the year a Fire Risk Assessment, an inspection of Electrical installation, Health and Safety check, review of policies and Staff Handbooks were completed. Whilst there were recommendations, finance will dictate what will be possible.

Recruitment and appointment of new trustees

The Management Committee is made up of elected members (elected at the Annual General Meeting) and affiliated members (represent affiliated groups who make their choice as to who should represent them). All members are Trustees.

New Trustees are given copies of the latest accounts, Constitution and an explanation of how the system works. They are also referred to the Charity Commission website where guidelines on the responsibilities of being a trustee are shown.

Running of the Community Centre – day to day

Although the centre was open at the beginning of the financial year several regular hirers did not return due to concern over Covid. All precautions as recommended by the Government were still in place. The staff worked their hours round the bookings, and whilst hirings increased and regular hirers returned they continued to work flexibly.

The Centre Manager's role continued to cover the day to day running of the centre, including marketing, ensuring the level of cleaning is of an acceptable level and ensuring that hirers' requirements are met. The Manager also has the responsibility for the part-time member of staff who has been trained to cover absence due to holidays or sickness.

Management Committee meetings were still suspended from the previous year and the Chairman continued to issue monthly updates. Where it was considered necessary zoom meetings were held. Meetings resumed in September 2022.

The Haven Café and Bar moved to full-time opening with all recommended Government precautions being observed.

Risk management

The Management Committee have identified the major risks to which the charity are exposed and have produced a Risk Assessment policy to put systems into place to mitigate those risks. This policy will be regularly reviewed by the Trustees and updated when necessary.

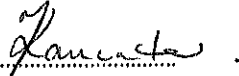
Trustees have given consideration to the Charities SORP ('Statement of Recommended Practice') Committee's advice in its publication 'Implications of COVID-19 Control Measures and Charity Financial Reporting' and to the risks arising as a result of the coronavirus pandemic. The Charity is actively monitoring and managing the situation as it develops. We have adapted our operations and consider that the Charity has adequate reserves and committed future grants and donations from supportive and solvent funders.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

The Trustees' report was approved by the Board of Trustees.



Frances Lancaster

Trustee

Date: 9/11/22

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

I report to the Trustees on my examination of the financial statements of Crawley Down Community Centre Association (the Charity) for the year ended 30 June 2022.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of 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 an 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 financial statements to be reached.



Darren Harding ACA FCCA DChA
Richard Place Dobson Services Limited
1-7 Station Road
Crawley
West Sussex
RH11 0HT

Dated: 5 December 2022

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30 JUNE 2022

Current financial year

	Notes	Unrestricted funds general 2022 £	Unrestricted funds Designated 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
<u>Income and endowments from:</u>						
Donations and gifts	3	9,195	-	3,000	12,195	42,829
Charitable activities	4	2,712	-	-	2,712	32
Investments	5	64,056	-	-	64,056	15,256
Other income	6	3,452	-	-	3,452	4,097
Total income		79,415	-	3,000	82,415	62,214
<u>Expenditure on:</u>						
Raising funds	7	1,146	-	-	1,146	192
Charitable activities	8	89,113	12,907	-	102,020	81,106
Total expenditure		90,259	12,907	-	103,166	81,298
Net (expenditure)/income for the year/ Net movement in funds		(10,844)	(12,907)	3,000	(20,751)	(19,084)
Fund balances at 1 July 2021		60,693	717,763	-	778,456	797,540
Fund balances at 30 June 2022		49,849	704,856	3,000	757,705	778,456

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2022

Prior financial year

	Notes	Unrestricted funds general 2021 £	Unrestricted funds Designated 2021 £	Total 2021 £
<u>Income and endowments from:</u>				
Donations and gifts	3	42,829	-	42,829
Charitable activities	4	32	-	32
Investments	5	15,256	-	15,256
Other income	6	4,097	-	4,097
Total income		62,214	-	62,214
<u>Expenditure on:</u>				
Raising funds	7	192	-	192
Charitable activities	8	68,045	13,061	81,106
Total expenditure		68,237	13,061	81,298
Net (expenditure)/income for the year/ Net movement in funds		(6,023)	(13,061)	(19,084)
Fund balances at 1 July 2020		66,716	730,824	797,540
Fund balances at 30 June 2021		60,693	717,763	778,456

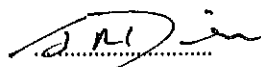
CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

BALANCE SHEET

AS AT 30 JUNE 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	12		709,952		730,332
Current assets					
Debtors	13	22,403		16,097	
Cash at bank and in hand		30,119		42,317	
		<u>52,522</u>		<u>58,414</u>	
Creditors: amounts falling due within one year	14	<u>(4,769)</u>		<u>(10,290)</u>	
Net current assets			47,753		48,124
Total assets less current liabilities			<u>757,705</u>		<u>778,456</u>
Income funds					
Restricted funds	15		3,000		-
Unrestricted funds - Designated	16		704,856		717,763
Unrestricted funds - general			49,849		60,693
			<u>757,705</u>		<u>778,456</u>

The financial statements were approved by the Trustees on9/11/22



John Dixon

Trustee

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2022

1 Accounting policies

1.1 Accounting convention

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective 1 April 2005 which has since been withdrawn.

The registered office is The Haven Centre, Hophurst Lane, Crawley Down, West Sussex, RH10 4LJ.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows

1.2 Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

1.3 Charitable funds

Unrestricted funds are available for the use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

1.4 Income

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to, and virtually certain to receive the income, and the amount can be quantified with reasonable accuracy.

Donations, gifts and grants are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Activities for generating funds includes in house catering which is included in the Statement of Financial Activities in the year to which it relates.

Investment income which includes rental income and other incoming resources is included in the year in which it is receivable.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

1 Accounting policies

(Continued)

1.5 Expenditure

Liabilities and related expenditure are recognised in full in the financial statements as soon as an obligation arises and is inclusive of VAT.

Cost of generating funds includes advertising and catering costs and is recognised as incurred.

Charitable activities represents the costs directly attributable to carry out the charitable objects, including support costs and costs relating to the governance of the charity.

1.6 Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	Reducing balance over 76 years
Fixtures, fittings	Straight line over 4 years

1.7 Cash and cash equivalents

Debtors

Debtors are recognised at the settlement amount due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any discounts due

1.8 Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.9 Taxation

As a charity, the organisation is not subject to Corporation Tax or other taxes on income and gains arising from its charitable activities.

1.10 Employee benefits

The costs of short-term employee benefits are recognised in the period in which the employee's services are received.

1.11 Retirement benefits

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

1 Accounting policies

(Continued)

1.12 Key Judgements and Accounting Estimates

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

The main judgement and accounting estimates included in the accounts are:

- Provisions - Management has made estimates and established provisions in respect of potential liabilities as at the balance sheet date.

- Depreciation - Management has made assumptions and estimated depreciation rates in respect of showing a true and fair view of the assets at the balance sheet date.

2 Critical accounting estimates and judgements

3 Donations and grants

	Unrestricted funds general 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds general 2021 £
Donations and grants	9,195	3,000	12,195	42,829

4 Charitable activities

	Other trading activities 2022 £	Other trading activities 2021 £
In-house catering	2,712	32

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

5 Investments

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Rental income	64,041	15,253
Interest receivable	15	3
	<u>64,056</u>	<u>15,256</u>

6 Other income

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Snooker club	488	-
Affiliation fees	36	-
Other income	2,928	4,097
	<u>3,452</u>	<u>4,097</u>

7 Raising donations and legacies

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Advertising	263	192
Other fundraising costs	883	-
	<u>1,146</u>	<u>192</u>
Fundraising and publicity costs	1,146	192
	<u>1,146</u>	<u>192</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

8 Charitable activities

	Haven Centre costs 2022 £	Haven Centre costs 2021 £
Staff costs	29,305	25,996
Rates and water	6,139	4,623
Insurance	2,952	3,833
Light and heat	12,998	8,944
Telephone	557	582
Office expenses	1,945	1,013
Cost of centre	284	138
Ground rent	4,167	5,146
Maintenance - contracted	3,825	2,353
Maintenance - non regular	9,605	(2,367)
Cleaning - contractor	5,958	1,218
Cleaning - materials	629	763
Land and buildings depreciation	12,907	13,061
Fixtures and fittings depreciation	7,473	8,674
	<u>98,744</u>	<u>73,977</u>
Share of support costs (see note 9)	252	3,063
Share of governance costs (see note 9)	3,024	4,066
	<u>102,020</u>	<u>81,106</u>
Analysis by fund		
Unrestricted funds - general	89,113	68,045
Unrestricted funds - Designated	12,907	13,061
	<u>102,020</u>	<u>81,106</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

9 Support costs

	Support costs	Governance costs	2022 Support costs	Governance costs	2021
	£	£	£	£	£
Sundry	252	-	252	3,063	3,063
Accountancy	-	2,580	2,580	-	3,360
Legal fees	-	-	-	-	250
Payroll	-	105	105	-	145
Bank charges	-	339	339	-	311
	<u>252</u>	<u>3,024</u>	<u>3,276</u>	<u>3,063</u>	<u>7,129</u>
Analysed between					
Charitable activities	<u>252</u>	<u>3,024</u>	<u>3,276</u>	<u>3,063</u>	<u>7,129</u>

10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year or any travelling expenses.

11 Employees

The average monthly number of employees during the year was:

	2022	2021
	Number	Number
	<u>2</u>	<u>2</u>
Employment costs	2022	2021
	£	£
Wages and salaries	28,856	25,584
Other pension costs	449	412
	<u>29,305</u>	<u>25,996</u>

Key management personnel

No staff members are deemed to be key management personnel, the trustees have the ultimate control. None of the trustees are reimbursed for this.

There were no employees whose annual remuneration was more than £60,000.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

12 Tangible fixed assets

	Land and buildings £	Fixtures, fittings £	Total £
Cost			
At 1 July 2021	929,390	141,661	1,071,051
At 30 June 2022	929,390	141,661	1,071,051
Depreciation and impairment			
At 1 July 2021	211,627	129,092	340,719
Depreciation charged in the year	12,907	7,473	20,380
At 30 June 2022	224,534	136,565	361,099
Carrying amount			
At 30 June 2022	704,856	5,096	709,952
At 30 June 2021	717,763	12,569	730,332

13 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Trade debtors	5,268	1,252
Other debtors	15,649	14,845
Prepayments and accrued income	1,486	-
	22,403	16,097

14 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	-	6,785
Other creditors	2,159	1,045
Accruals and deferred income	2,610	2,460
	4,769	10,290

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

15 Restricted funds

	Balance at 1 July 2021	Incoming resources	Resources expended	Balance at 30 June 2022
	£	£	£	£
Hubbub foundation	-	3,000	-	3,000
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

The Hubbub foundation represents a "community fridge" started by a trustee which operates on the premises. The money is being held in the account but is solely for this project which is independent.

16 Unrestricted funds - Designated

These are unrestricted funds which are material to the Charity's activities made up as follows:

	Balance at 1 July 2020	Resources expended	Transfers	Balance at 1 July 2021	Resources expended	Balance at 30 June 2022
	£	£	£	£	£	£
Property fund	730,824	(13,061)	-	717,763	(12,907)	704,856
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

The Property fund represents the funds necessarily set aside towards the charity's occupation of the land and buildings.

17 Analysis of net assets between funds

	Unrestricted funds 2022	Designated funds 2022	Restricted funds 2022	Total 2022
	£	£	£	£
Fund balances at 30 June 2022 are represented by:				
Tangible assets	2,096	704,856	3,000	709,952
Current assets/(liabilities)	47,753	-	-	47,753
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	49,849	704,856	3,000	757,705
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Unrestricted funds 2021	Designated funds 2021	Restricted funds 2021	Total 2021
	£	£	£	£
Tangible assets	12,569	717,763	-	730,332
Current assets/(liabilities)	48,124	-	-	48,124
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	60,693	717,763	-	778,456
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

18 Covid 19

As a direct consequence of the Coronavirus (COVID 19) pandemic, and in accordance with UK government guidelines, Crawley Down Community Centre Association ceased all activity on 21 March for an indeterminate period. No adjustments have been made to any figures in the accounts as a result of the pandemic.

19 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

England & Wales - Charity number 1173791

Accounts

Charity Registration No. 1173791

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Frances Lancaster John Dixon Michael Martin Jean Cole Mike Cole Donal Barrett Sharon Earl Mark Langdon Sue Smith Linda Dixon Craig Davis	(Appointed 28 April 2021)
Charity number	1173791	
Principal address	The Haven Centre Hophurst Lane Crawley Down West Sussex RH10 4LJ	
Independent examiner	Darren Harding ACA FCCA DChA Richard Place Dobson Services Limited 1-7 Station Road Crawley West Sussex RH10 1HT	

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

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CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

TRUSTEES' REPORT

FOR THE YEAR ENDED 30 JUNE 2021

The Trustees present their annual report and financial statements for the year ended 30 June 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's trust deed, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The charitable objects are to promote the benefit of the inhabitants of Crawley Down and the neighbourhood without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreations and leisure time occupation with the object of improving the conditions of life of the said inhabitants and there has been no change in these during the year.

The Management Committee have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

The report for the financial year 2020-2021 reflects the continued lockdown until the decision was made to re-open the Haven Café Bar on 14th August but only at weekends and the centre on 1st September. Lockdowns occurred for the month of November and then from 5 January 2021 until 12 April. The centre effectively closed from Christmas onwards due to concerns on the Covid levels and no hirings were booked.

The building was closed for approximately 6 months of the financial year and for much of the time it was open usage was well below previous years.

Although office staff were on furlough until 14 August, at that time only the Centre Manager returned to work on a part-time basis. The two part-timed staff remained on furlough; one member of staff returned to work in October on the regulation part-time basis and the other retired in November 2020.

All grants that were available during this period were applied for and given which helped with the payment of bills covering the general running of the building during the lockdown periods.

Apart from the normal running expenses, other costs were incurred which included the replacement of the water tanks. The cost of re-opening of the centre was considerable as there were Government regulations to be complied with and ensuring that everywhere was deep cleaned, servicing of equipment and the installation of the measures required.

Consequently, there was a severe drain on finances during this period and it is down to the Treasurer's management of the finances that we did not face a greater problem by the end of the financial year. Also to the Centre Manager, who once the centre re-opened in September, managed the hiring of the rooms using just the ground level only thereby reducing the running costs, and letting space to hirers, on a temporary basis, whose regular facility was not yet available.

Health and Safety was monitored during this time with particular emphasis on Covid regulations.

Throughout this time the Trustees were kept aware of what was required, and that compliance was maintained.

Financial review

During the year the charity had net outgoing resources for the year of £19,084 (2020 net outgoing resources of £33,323) as shown on the statement of financial activities on page 4 of the accounts. All of the charity's assets are held for the furtherance of the charity's objectives

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Management Committee consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

Structure, governance and management

The charity is governed by a Charitable Incorporated Organisation constitution which was adopted on 14 June 2017.

The Trustees who served during the year were:

Frances Lancaster

John Dixon

Michael Martin

Jean Cole

Mike Cole

Donal Barrett

Sharon Earl

Mark Langdon

Sue Smith

Jonathan Smith

(Resigned 26 November 2021)

Linda Dixon

Craig Davis

(Appointed 28 April 2021)

Recruitment and appointment of new trustees

The Management Committee is made up of elected members (elected at the Annual General Meeting) and affiliated members (represent affiliated groups who make their choice as to who should represent them). All members are Trustees.

New Trustees are given copies of the latest accounts, Constitution and an explanation of how the system works. They are also referred to the Charity Commission website where guidelines on the responsibilities of being a trustee are shown.

Running of the Community Centre – day to day

Due to the lockdown situation the day to day running of the centre changed to one of mainly ensuring that the Centre was and remained Covid compliant. The general running of the Centre was maintained when the centre was open.

Management Committee meetings were suspended and were replaced by monthly updates put together by the Chairman.

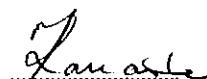
The activities available were greatly reduced when the centre was open which was due to Covid. The Haven Café and Bar remained open and operated as per Government regulations.

Risk management

The Management Committee have identified the major risks to which the charity are exposed and have produced a Risk Assessment policy to put systems into place to mitigate those risks. This policy will be regularly reviewed by the Trustees and updated when necessary.

Trustees have given consideration to the Charities SORP ('Statement of Recommended Practice') Committee's advice in its publication 'Implications of COVID-19 Control Measures and Charity Financial Reporting' and to the risks arising as a result of the coronavirus pandemic. The Charity is actively monitoring and managing the situation as it develops. We have adapted our operations and consider that the Charity has adequate reserves and committed future grants and donations from supportive and solvent funders.

The Trustees' report was approved by the Board of Trustees.



Frances Lancaster

Trustee

Date: 13/04/2022

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

I report to the Trustees on my examination of the financial statements of Crawley Down Community Centre Association (the Charity) for the year ended 30 June 2021.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

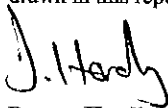
Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of 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 an 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 financial statements to be reached.



Darren Harding ACA FCCA DChA
Richard Place Dobson Services Limited
1-7 Station Road
Crawley
West Sussex
RH10 1HT

Dated: 20/4/22

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2021

Current financial year		Unrestricted funds	Unrestricted funds	Total	Total
		general	Designated		
	Notes	2021	2021	2021	2020
		£	£	£	£
Income and endowments from:					
Donations and gifts	3	42,829	-	42,829	58,791
Charitable activities	4	32	-	32	2,503
Investments	5	15,256	-	15,256	44,105
Other income	6	4,097	-	4,097	4,361
Total income		62,214	-	62,214	109,760
Expenditure on:					
Raising funds	7	192	-	192	1,856
Charitable activities	8	68,045	13,061	81,106	141,227
Total resources expended		68,237	13,061	81,298	143,083
Net expenditure for the year/ Net movement in funds		(6,023)	(13,061)	(19,084)	(33,323)
Net expenditure for the year/ Net movement in funds		(6,023)	(13,061)	(19,084)	(33,323)
Fund balances at 1 July 2020		66,716	730,824	797,540	830,863
Fund balances at 30 June 2021		60,693	717,763	778,456	797,540

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2021

Prior financial year		Unrestricted funds general 2020 £	Unrestricted funds Designated 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes				
<u>Income and endowments from:</u>					
Donations and gifts	3	41,265	-	17,526	58,791
Charitable activities	4	2,503	-	-	2,503
Investments	5	44,105	-	-	44,105
Other income	6	4,361	-	-	4,361
Total income		92,234	-	17,526	109,760
<u>Expenditure on:</u>					
Raising funds	7	1,856	-	-	1,856
Charitable activities	8	110,483	13,218	17,526	141,227
Total resources expended		112,339	13,218	17,526	143,083
Net expenditure for the year/ Net movement in funds		(20,105)	(13,218)	-	(33,323)
Fund balances at 1 July 2019		86,821	744,042	-	830,863
Fund balances at 30 June 2020		66,716	730,824	-	797,540

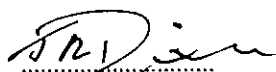
CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

BALANCE SHEET

AS AT 30 JUNE 2021

	Notes	2021		2020	
		£	£	£	£
Fixed assets					
Tangible assets	12		730,332		747,172
Current assets					
Debtors	13	16,097		13,507	
Cash at bank and in hand		42,317		46,649	
		<u>58,414</u>		<u>60,156</u>	
Creditors: amounts falling due within one year	14	<u>(10,290)</u>		<u>(9,788)</u>	
Net current assets			48,124		50,368
Total assets less current liabilities			<u>778,456</u>		<u>797,540</u>
Income funds					
Unrestricted funds - Designated	16		717,763		730,824
Unrestricted funds - general			60,693		66,716
			<u>778,456</u>		<u>797,540</u>

The financial statements were approved by the Trustees on 13/04/2022



John Dixon
Trustee

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2021

1 Accounting policies

1.1 Accounting convention

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective 1 April 2005 which has since been withdrawn.

The registered office is The Haven Centre, Hophurst Lane, Crawley Down, West Sussex, RH10 4LJ.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

the requirements of Section 7 Statement of Cash Flows

1.2 Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

1.3 Charitable funds

Unrestricted funds are available for the use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

1.4 Income

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to, and virtually certain to receive the income, and the amount can be quantified with reasonable accuracy.

Donations, gifts and grants are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Activities for generating funds includes in house catering which is included in the Statement of Financial Activities in the year to which it relates.

Investment income which includes rental income and other incoming resources is included in the year in which it is receivable.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

1 Accounting policies (Continued)

1.5 Expenditure

Liabilities and related expenditure are recognised in full in the financial statements as soon as an obligation arises and is inclusive of VAT.

Cost of generating funds includes advertising and catering costs and is recognised as incurred.

Charitable activities represents the costs directly attributable to carry out the charitable objects, including support costs and costs relating to the governance of the charity.

1.6 Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	Reducing balance over 76 years
Fixtures, fittings	Straight line over 4 years

1.7 Cash and cash equivalents

Debtors

Debtors are recognised at the settlement amount due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any discounts due

1.8 Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.9 Taxation

As a charity, the organisation is not subject to Corporation Tax or other taxes on income and gains arising from its charitable activities.

1.10 Employee benefits

The costs of short-term employee benefits are recognised in the period in which the employee's services are received.

1.11 Retirement benefits

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

1 Accounting policies

(Continued)

1.12 Key Judgements and Accounting Estimates

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

The main judgement and accounting estimates included in the accounts are:

- Provisions - Management has made estimates and established provisions in respect of potential liabilities as at the balance sheet date.

- Depreciation - Management has made assumptions and estimated depreciation rates in respect of showing a true and fair view of the assets at the balance sheet date.

2 Critical accounting estimates and judgements

3 Donations and grants

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £
Donations and grants	<u>42,829</u>	<u>41,265</u>	<u>17,526</u>	<u>58,791</u>

4 Charitable activities

	Other trading activities 2021 £	Other trading activities 2020 £
In-house catering	<u>32</u>	<u>2,503</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

5 Investments

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Rental income	15,253	44,058
Interest receivable	3	47
	<u>15,256</u>	<u>44,105</u>

6 Other income

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Snooker club	-	1,466
Affiliation fees	-	120
Other income	4,097	2,775
	<u>4,097</u>	<u>4,361</u>

7 Raising donations and legacies

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Advertising	192	250
Other fundraising costs	-	1,606
	<u>192</u>	<u>1,856</u>
Fundraising and publicity costs	192	1,856
	<u>192</u>	<u>1,856</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

8 Charitable activities

	Haven Centre costs 2021 £	Haven Centre costs 2020 £
Staff costs	25,996	30,523
Rates and water	4,623	4,010
Insurance	3,833	4,439
Light and heat	8,944	10,943
Telephone	582	527
Office expenses	1,013	2,363
Cost of centre	138	5,905
Ground rent	5,146	5,990
Maintenance - contracted	2,353	4,566
Maintenance - non regular	(2,367)	38,984
Cleaning - contractor	1,218	5,432
Cleaning - materials	763	633
Land and buildings depreciation	13,061	13,218
Fixtures and fittings depreciation	8,674	8,090
	<u>73,977</u>	<u>135,623</u>
Share of support costs (see note 9)	3,063	1,125
Share of governance costs (see note 9)	4,066	4,479
	<u>81,106</u>	<u>141,227</u>
Analysis by fund		
Unrestricted funds - general	68,045	110,483
Unrestricted funds - Designated	13,061	13,218
Restricted funds	-	17,526
	<u>81,106</u>	<u>141,227</u>

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

9 Support costs	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Sundry	3,063	-	3,063	1,125	-	1,125
Accountancy	-	3,360	3,360	-	3,600	3,600
Legal fees	-	250	250	-	469	469
Payroll	-	145	145	-	60	60
Bank charges	-	311	311	-	350	350
	<u>3,063</u>	<u>4,066</u>	<u>7,129</u>	<u>1,125</u>	<u>4,479</u>	<u>5,604</u>
Analysed between Charitable activities	<u>3,063</u>	<u>4,066</u>	<u>7,129</u>	<u>1,125</u>	<u>4,479</u>	<u>5,604</u>

10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year or any travelling expenses.

11 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	<u>2</u>	<u>3</u>
Employment costs	2021	2020
	£	£
Wages and salaries	25,584	30,049
Other pension costs	412	474
	<u>25,996</u>	<u>30,523</u>

There were no employees whose annual remuneration was more than £60,000.

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

12 Tangible fixed assets

	Land and buildings £	Fixtures, fittings £	Total £
Cost			
At 1 July 2020	929,390	136,766	1,066,156
Additions	-	4,895	4,895
At 30 June 2021	929,390	141,661	1,071,051
Depreciation and impairment			
At 1 July 2020	198,566	120,418	318,984
Depreciation charged in the year	13,061	8,674	21,735
At 30 June 2021	211,627	129,092	340,719
Carrying amount			
At 30 June 2021	717,763	12,569	730,332
At 30 June 2020	730,824	16,348	747,172

13 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Trade debtors	1,252	3,403
Other debtors	14,845	10,000
Prepayments and accrued income	-	104
	16,097	13,507

14 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	6,785	6,293
Other creditors	1,045	1,095
Accruals and deferred income	2,460	2,400
	10,290	9,788

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

15 Restricted funds

	Movement in funds		Movement in funds		Balance at 30 June 2021 £
	Incoming resources £	Resources expended £	Balance at 1 July 2020 £	Incoming resources £	
Repair and Maintenance Fund	17,526	(17,526)	-	-	-

The Repairs and Maintenance fund represents grants and donations received specifically for the repair and maintenance of the property owned. The transfer represents capital items that were purchased during the financial year.

16 Unrestricted funds - Designated

These are unrestricted funds which are material to the Charity's activities made up as follows:

	Balance at 1 July 2019 £	Resources expended £	Transfers £	Balance at 1 July 2020 £	Resources expended £	Balance at 30 June 2021 £
Property fund	744,042	(13,218)	-	730,824	(13,061)	717,763

The Property fund represents the funds necessarily set aside towards the charity's occupation of the land and buildings.

17 Analysis of net assets between funds

	Unrestricted funds 2021 £	Designated funds 2021 £	Total 2021 £
Fund balances at 30 June 2021 are represented by:			
Tangible assets	12,569	717,763	730,332
Current assets/(liabilities)	48,124	-	48,124
	60,693	717,763	778,456
	Unrestricted funds 2020 £	Designated funds 2020 £	Total 2020 £
Tangible assets	16,348	730,824	747,172
Current assets/(liabilities)	50,368	-	50,368
	66,716	730,824	797,540

CRAWLEY DOWN COMMUNITY CENTRE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

18 Covid 19

As a direct consequence of the Coronavirus (COVID 19) pandemic, and in accordance with UK government guidelines, New Covenant Ministries International ceased all activity on 21 March for an indeterminate period. No adjustments have been made to any figures in the accounts as a result of the pandemic.

19 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).