

CASTLE HILL COMMUNITY CENTRE TRUST

England & Wales · Charity number 1178607

Details

Status Registered

Legal form CIO

Registered 2018-06-01

Register [View on the Charity Commission register](#)

Contact

Address Castle Hill Community Centre
Highfield Road
Ipswich
IP1 6DG

Phone 01473747053

Email chbookings@outlook.com

Website <http://www.castlehillcommunitycentre.co.uk/>

Activities

Objects: TO FURTHER OR BENEFIT THE RESIDENTS OF NORTH WEST IPSWICH AND THE NEIGHBOURHOOD, WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING TOGETHER THE SAID RESIDENTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE FOR THE RESIDENTS. IN FURTHERANCE OF THESE OBJECTS BUT NOT OTHERWISE, THE TRUSTEES SHALL HAVE POWER: TO ESTABLISH OR SECURE THE ESTABLISHMENT OF A COMMUNITY CENTRE AND TO MAINTAIN OR MANAGE OR CO-OPERATE WITH ANY STATUTORY AUTHORITY IN THE MAINTENANCE AND MANAGEMENT OF SUCH A CENTRE FOR ACTIVITIES PROMOTED BY THE CHARITY IN FURTHERANCE OF THE ABOVE OBJECTS.

Activities: The Charity provides and maintains a Community Centre, for the use of the inhabitants of the North West of Ipswich and also for the wider community in the surrounding area. It includes use for meetings, lectures and classes over a broad range of interests, and for other forms of recreation and leisure-time occupations, It provides space for other charitable organisations including a nursery school

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, Religious Activities, Arts/culture/heritage/science, Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£174,466	£147,061	-	-
2024-03-31	£189,917	£192,306	-	-
2023-03-31	£132,181	£104,157	-	-
2022-03-31	£125,106	£100,029	-	-
2021-03-31	£116,141	£90,265	-	-

Trustees

Name	Role	Appointed
RAYMOND LESLIE BOGGIS	Chair	2017-11-30
Christopher Chambers Mr		2026-01-27
Graham Smith		2024-04-18
Katherine Mary West		2026-01-27
Magdalena Chambers		2023-07-19
Maureen Patricia Grenfell		2022-10-20
RICHARD JOHN SKINNER		2017-11-30

CASTLE HILL COMMUNITY CENTRE TRUST

England & Wales - Charity number 1178607

Accounts



Castle Hill Community Centre

ANNUAL REPORT AND
FINANCIAL STATEMENTS

For the year ended
31st March 2025

Castle Hill Community Centre is managed by The Castle Hill Community Centre Trust,
Registered Charity N0: 1178607

Castle Hill Community Centre
Annual Report
for the year ended 31st March 2025

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Balance Sheet	10
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Bankers: Santander Bank, 1-3a Carr St, Ipswich IP4 1DS

Castle Hill Community Centre

Independent examiner's report to the trustees of Castle Hill Community Centre Trust

I report on the accounts of the Castle Hill Community Centre for the year ended 31st March 2025, which are set out on pages 9 to 11.

Respective responsibilities of trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - a. to keep accounting records in accordance with section 130 of the 2011 Act; and
 - b. to prepare accounts, which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



P J Keeble ACMA

5 The Cambria, Key Street,
Ipswich, Suffolk IP4 1FF

29th January 2026



Trustees' Annual Report for the period

From: 1st April, 2024 **Period start date**

To: 31st March, 2025 **Period end date**

Charity name: Castle Hill Community Centre Trust

Charity registration number: 1178607

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To further or benefit the residents of North West Ipswich and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Providing facilities for local community organisations, clubs etc to meet and carry out their activities. Supporting by hire of rooms other charitable organisations who benefit the local community in north-west Ipswich. Organising fund-raising events, providing help and advice to other organisations such as the Big Local Trust.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trust confirms that it has regard to the guidance issued by the Charity Commission and has taken this into account in making decisions to which the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Contribution made by volunteers	Para 1.38	Volunteers have continued to play a key role in the success of our Food Bank during the year (see below). Many of these come from the immediate area surrounding the Centre.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Our weekly Food Bank has continued through the year for people in need in North-west Ipswich, with an average attendance 28 people. A total of 7 volunteers, plus staff and a number of trustees who were regularly involved in supporting this weekly event. We continue to work with the local authority in encouraging a healthy diet for users and have hosted visits from health providers and other caring agencies including financial advisors. It is clear that our services are much needed in the community we are proud to serve. We continue to provide facilities for other small charities who are involved with training and providing services for both children & adults in the local community.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We have financed some major repairs to our premises during the year but still managed to return a surplus of £27,405. Our annual accounts show firm financial control with a tight rein on expenditure and our investments have made a good return on capital.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Our policy for holding reserves is based on loss of income we might face in a worst-case scenario. Our aim is to maintain our service to customers & tenants in the event of any disruption to business. The policy is reviewed annually taking into account inflation and any changes in risk & was this year increased by 70%. The Reserve funds remain in a restricted bank account to limit our exposure under the FSCS guarantee.
Amount of reserves held	Para 1.22	£85,000
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None. We are the only community centre in North-west Ipswich and have established a good reputation for providing first-class facilities at an affordable cost.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our principal source of funds is from room hire but for specific projects such as the Food Bank, we rely on grants and client contributions. There has been no requirement for fund-raising initiatives during the year and none is anticipated within the foreseeable future until we begin a programme of replacement of ageing outbuildings.
Investment policy and objectives including any social investment policy adopted	Para 1.46	We do not invest in any stocks/shares related financial organisations. We continue to manage surplus funds through an investment platform to allow us to maintain deposits below the FSCS guarantee. Funds are carefully monitored & managed to take advantage of the best interest rates on offer.
A description of the principal risks facing the charity	Para 1.46	None known of.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Charity Commission Foundation Trust
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	New Trustees are recruited to the Board at any time by the Trustees. In selecting individuals for appointment as Trustees, the Trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO. We actively seek Trustees who reside in the North-west area of Ipswich and who have a particular interest in the work of the Centre. All appointments are ratified by majority vote at Trustees Board meetings. Officers of the Trust are appointed at the Annual General Meeting and serve for a specified period.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New Trustees are provided with induction information and a copy of the Trust's Constitution. We aim to provide training either by a one day course externally sourced or by on-line modules, within the first six months & refresher
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		training for all Trustees provided by in-house HR.
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Reference and Administrative details

Charity name	Castle Hill Community Centre Trust
Other name the charity uses	None
Registered charity number	1178607
Charity's principal address	Castle Hill Community Centre, Highfield Road, Ipswich, Suffolk, IP16DG

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Raymond Boggis	Chairman		
2	Richard Skinner	Treasurer		
3	Roger Barnes	Vice Chairman		
4	Edwin Candy			
5	Hazel Stapleton		1.6.18 – 31.5.24	
6	Maureen Grenfell			
7	Magda Chambers			
8	Graham Smith		18.7.24 – 31.3.25	

Names of the charity trustees resigned during the year

Trustee name	Office (if any)	Dates acted if not for whole year


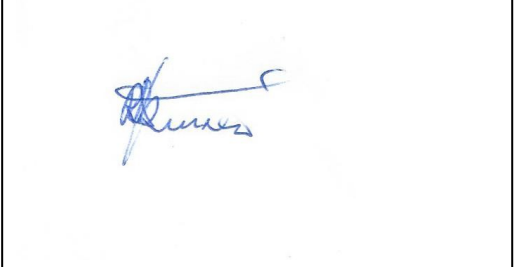
Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None. We ceased responsibilities as LTO for the Northwest Ipswich Big Local Trust in October 2023.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
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Full name(s)	Raymond Leslie Boggis	Richard John Skinner
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Position (eg Secretary, Chair, etc)	Chairman	Treasurer
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Date	24th January 2026
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Castle Hill Community Centre

Income & Expenditure Account for the year ended 31st March 2025

Income:	£ 2025	£ 2024
Grants (General)	1,000	-
Restricted Funds (Food Bank Project)	15,720	32,897
Restricted Funds (Apprentice Bursary)	280	-
Room Rent (Tenants)	61,169	62,691
Room Hire	75,677	76,849
Donations	-	50
Interest Received	14,762	12,279
Other Income (Insurance Claim)	5,858	4,784
Refunds/ credits	-	-
BLT Admin & Management Fees	-	367
Total Income	<u>174,466</u>	<u>189,917</u>
Expenditure:		
Staff Costs	67,311	58,740
Accommodation Costs	39,064	44,148
Office and Financial Costs	7,609	4,070
Restricted Costs (Building Work)	7,648	62,962
Restricted Costs (Food Bank Project)	25,215	22,386
Restricted Costs (Apprentice Bursary)	214	-
Total Expenditure	<u>147,061</u>	<u>192,306</u>
Total Surplus (Deficit) of Income over Expenditure	<u>27,405</u>	<u>(2,389)</u>

Analysed:

	2025		2024	
	General Funds	Restricted Funds	General Funds	Restricted Funds
Income	158,466	16,000	157,020	32,897
Expenditure	113,984	33,077	106,958	85,348
Surplus/(Deficit)	44,482	(17,077)	50,062	(52,451)
	Overall Surplus 27,405		Overall Deficit (2,389)	

Castle Hill Community Centre

Balance Sheet as at 31st March 2025

	31st March 2025	31st March 2024
<u>Assets</u>	£	£
<u>Bank Balances</u>		
Santander Current Account	3,882	7,320
Santander Deposit Account	34,184	17,433
Santander New Building Account	5,616	2,980
Nationwide Building Society Account	85,000	85,000
Flagstone Portfolio	272,803	261,347
	_____	_____
Total Assets	<u>401,485</u>	<u>374,080</u>
 Represented by:		
Accumulated surplus brought forward	374,080	
Add: Surplus for the year	<u>27,405</u>	
Accumulated surplus carried forward	<u>401,485</u>	
 Analysed:		
General Funds	383,169	
Restricted Funds	18,316 (see Note 4)	

Castle Hill Community Centre

Notes to the Accounts for the Year Ended 31st March 2025

1. Accounting Policy

These unaudited accounts have been completed in accordance with UK Generally Accepted Accounting Practice guidelines and provides sufficient and relevant information to enable completion of a tax return.

2. Grant Income

The grant income received during the year that was not Covid related, has been treated as exceptional income as per the Charity Commission definition, as they are one off awards. Accordingly the accounts have been prepared on a receipts and payments basis.

3. Fixed Assets

As all fixed assets purchased are under £1,000 they have been written off to expenditure in the year that they have been purchased.

4. Restricted Funds

At the 31st March 2025, restricted funds totalled £18,316 being the balance remaining on the following grants received:

SCC	£ 16,277	(transitional grant for Building Work)
Various Organisations	£ 1,973	(Food Bank Project)
Suffolk College	£ 66	(Apprentice Bursary)

CASTLE HILL COMMUNITY CENTRE TRUST

England & Wales - Charity number 1178607

Accounts



Castle Hill Community Centre

ANNUAL REPORT AND
FINANCIAL STATEMENTS

For the year ended
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Castle Hill Community Centre is managed by The Castle Hill Community Centre Trust,
Registered Charity NO: 1178607

Castle Hill Community Centre
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Castle Hill Community Centre

Independent examiner's report to the trustees of Castle Hill Community Centre

I report on the accounts of the Castle Hill Community Centre for the year ended 31st March 2024, which are set out on pages 11 to 13.

Respective responsibilities of trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.


Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - a. to keep accounting records in accordance with section 130 of the 2011 Act; and
 - b. to prepare accounts, which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



P J Keeble ACMA

5 The Cambria, Key Street,
Ipswich, Suffolk IP4 IFF

29th January 2025



Trustees' Annual Report for the period

From 1st April, 2023 **Period start date**

To 31st March, 2024 **Period end date**

Charity name: Castle Hill Community Centre Trust

Charity registration number: 1178607

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To further or benefit the residents of North West Ipswich and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Providing facilities for local community organisations, clubs etc to meet and carry out their activities. Supporting by hire of rooms other charitable organisations who benefit the local community in north-west Ipswich. Organising fund-raising events, providing help and advice to other organisations such as the Big Local Trust.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trust confirms that it has regard to the guidance issued by the Charity Commission and has taken this into account in making decisions to which the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We do not make grants to any other bodies.

Policy on social investment including program related investment	Para 1.38	We do not make use of any social investments.
Contribution made by volunteers	Para 1.38	Volunteers have continued to play a key role in the continued success of our Food Bank during the year (see below). Many of these come from the immediate area surrounding the Centre.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Our staff & volunteers have continued to play an important part in the success of the Trust. In addition they have worked tirelessly to maintain our weekly Food Bank for people in need in North-west Ipswich, with an average attendance at our weekly Food Bank of 25+ people. A total of 8 volunteers, plus staff and trustees were regularly involved in supporting this event. It remains very clear how people have depended on the service we have provided many having discovered the existence of the Centre for the first time, which has significantly raised our profile in the community.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	As an organisation which exists to serve the needs of our local community, we confine sub-letting of 60% of our room capacity to charitable organisations, reserving the remainder for the casual needs of the neighbourhood - small groups, parties etc. This model has served us well allowing us to meet all our commitments whilst maintaining steady growth in our capital which has enabled us to save to invest in a future building extension.
		We have not carried out any fundraising.

Performance of fundraising activities against objectives set	Para 1.41	There will be no requirement to do so until we have secured planning permission for our building plans next year.
Investment performance against objectives	Para 1.41	During the year we have moved our surplus balances from high street banks to an umbrella investment organisation which has enabled us to receive a much better return and allowed us to spread our money over a number of funds preventing us from exposure under the FSCS guarantee.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We have had a good year despite the accounts showing a deficit of £2,389. This is attributed to major rebuilding works, the cost of which was met out of Restricted funds held. Overall General funds for the year increased by £50,062. Our annual accounts show firm financial control with a tight rein on general expenditure. We have taken steps to protect our money in secure investment which have been carefully chosen to achieve the best return in interest
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Our policy for holding reserves is based on loss of income we might face in a worst-case scenario. Our aim is to maintain our service to customers & tenants in the event of any disruption to business. The policy has been thoroughly reviewed during the year against a rigorous risk assessment. The Reserve funds remain in a restricted bank account to limit our exposure under the FSCS guarantee.
Amount of reserves held	Para 1.22	£85,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None. We are the only community centre in North-west Ipswich and have established a good reputation for providing first-class facilities at an affordable cost.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our principal source of funds is from room hire but for specific projects such as the Food Bank, we rely on grants and client contributions. There has been no requirement for fund-raising initiatives during the year and none is anticipated until we begin a programme of replacement of ageing outbuildings within the foreseeable future
Investment policy and objectives including any social investment policy adopted	Para 1.46	We do not make any investments in discrete stocks/shares related financial organisations. During the year we moved our surplus funds to an investment platform to allow us to maintain each deposit below the FSCS guarantee. Funds are regularly monitored to take advantage of the best interest rates on offer.
A description of the principal risks facing the charity	Para 1.46	None

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Charity Commission Foundation Trust
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	New Trustees are recruited to the Board at any time by the Trustees. In selecting individuals for appointment as Trustees, the Trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO. We actively seek Trustees who reside in the North-west area of Ipswich and who have a particular interest in the work of the Centre. All appointments are ratified by majority vote at Trustees Board meetings. Officers of the Trust are appointed at the Annual General Meeting and serve for a specified period.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New Trustees are provided with induction information and a copy of the Trust's Constitution. A one-day training course externally sourced is usually provided within the first six months depending on the availability of training courses.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We are governed by our Constitution and aim to maintain 8 Trustees. There are three officers elected by the Trustees from their number : Chairman, Vice Chairman & Treasurer. Trustees also are allotted lead roles in certain areas such as finance, human resources, insurance/risk assessment & buildings. We have no affiliation with any other groups.
Relationship with any related parties	Para 1.51	None
Other		None

Reference and Administrative details

Charity name	Castle Hill Community Centre Trust
Other name the charity uses	None
Registered charity number	1178607
Charity's principal address	Castle Hill Community Centre, Highfield Road, Ipswich, Suffolk, IP16DG

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Raymond Boggis	Chairman		
2	Richard Skinner	Treasurer		
3	Hazel Stapleton	Vice Chairman		
4	Edwin Candy			
5	Jim Startup		15.7.21 to 4.10.23	
6	Roger Barnes			
7	Maureen Grenfell			
8	Magda Chambers			

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

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Big Local grant funds held by agreement as LTO for NWI BLT Partnership. Our agreement terminated on 19th October, 2023.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects This falls within our own objectives namely:	Big Local Trust. Objects: "The advancement of community development and the relief of unemployment for the benefit of the public in the localities in each region specified. These are to be achieved by making distributions to recipients and conducting research and disseminating the useful results of such research. The distributions should be made so as to develop the capacity and skills of the members of socially and economically disadvantaged communities, for the benefit of the public, in such a way that they are better able to identify, and help meet, their needs and participate more fully in society." "To further or benefit the residents of North West Ipswich and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents."
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	These funds were segregated in a discrete account and formed no part of the CHCCT's accounts other than for reporting purposes. Regular income and expenditure accounts were provided to the Big Local Trust as required in our LTO agreement. The residual funds held were transferred back to Big Local on 13th October, 2023.

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
None		

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

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

None


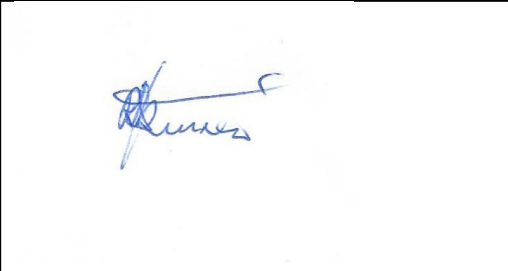
Other optional information

None

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
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Full name(s)	Raymond Leslie Boggis	Richard John Skinner
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Position (eg Secretary, Chair, etc)	Chairman	Treasurer
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Date	23rd January, 2025
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Castle Hill Community Centre

Income & Expenditure Account for the year ended 31st March 2024

	£ 2024	£ 2023
Income:		
Grants (Covid and General)	-	3,200
Restricted Grants (Food Bank Project)	32,897	10,130
Room Rent (Tenants)	62,691	64,658
Room Hire	76,849	48,705
Donations	50	-
Interest Received	12,279	2,036
Other Income (Insurance Claim)	4,784	872
Refunds/ credits	-	-
BLT Admin & Management Fees	367	2,580
Total Income	<u>189,917</u>	<u>132,181</u>
Expenditure:		
Staff Costs	58,740	53,638
Accommodation Costs	44,148	30,397
Office and Financial Costs	4,070	3,003
Restricted Costs (Building Work)	62,962	4,119
Restricted Costs (Food Bank Project)	22,386	9,216
Restricted Fund Repaid (Murrayside)	-	3,784
Total Expenditure	<u>192,306</u>	<u>104,157</u>
Total (Deficit) Surplus of Income over Expenditure	<u>(2,389)</u>	<u>28,024</u>

Analysed:

	2024		2023	
	General Funds	Restricted Funds	General Funds	Restricted Funds
Income	157,020	32,897	122,051	10,130
Expenditure	106,958	85,348	87,038	17,119
Surplus/(Deficit)	50,062	(52,451)	35,013	(6,989)
	Overall Deficit (2,389)		Overall Surplus 28,024	

Castle Hill Community Centre

Balance Sheet as at 31st March 2024

	31st March 2024	31st March 2023
<u>Assets</u>	£	£
<u>Bank Balances</u>		
Santander Current Account	7,320	3,409
Santander Deposit Account	17,433	36,682
Santander New Building Account	2,980	--
Nationwide Building Society Account	85,000	86,528
Flagstone Portfolio	261,347	249,850
	<hr/>	<hr/>
Total Assets	<u>374,080</u>	<u>376,469</u>
Represented by:		
Accumulated surplus brought forward	376,469	
Less: Deficit for the year	<u>(2389)</u>	
Accumulated surplus carried forward	<u>374,080</u>	
Analysed:		
General Funds	338,687	
Restricted Funds	35,393	

Castle Hill Community Centre

Notes to the Accounts for the Year Ended 31st March 2024

1. Accounting Policy

These unaudited accounts have been completed in accordance with UK Generally Accepted Accounting Practice guidelines and provides sufficient and relevant information to enable completion of a tax return.

2. Grant Income

The grant income received during the year that was not Covid related, has been treated as exceptional income as per the Charity Commission definition, as they are one off awards. Accordingly the accounts have been prepared on a receipts and payments basis.

3. Fixed Assets

As all fixed assets purchased are under £1,000 they have been written off to expenditure in the year that they have been purchased.

4. Restricted Funds

At the 31st March 2024, restricted funds totalled £35,393 being the balance remaining on the following grants received:

SCC	£ 23,925	(transitional grant for Building Work)
Various Organisations	£ 11,468	(Food Bank Project)

5. Locally Trusted Organisation for Northwest Ipswich Big Local Trust

In October 2019 the CHCC took on the role of Locally Trusted Organisation (LTO) for the Northwest Ipswich Big Local Trust (NWIBLT). The CHCC handle all the money for NWIBLT, operating a completely separate bank account. Therefore no transactions are included in the CHCC accounts, except for income for CHCC services (5% of all transactions). The CHCC ceased to be the LTO for NWIBLT on 19 October 2023 and the bank account was closed with the balance being paid back to the NWIBLT.

The movements on the NWIBLT bank account up to closure on 19 October 2023 were:

Bank Balance	brought forward	£ 2,366
Grant Income paid in		£ 5,260
Grant and LTO expenditure		<u>£ 6,661</u>
Bank Balance Repaid to NWIBLT		<u>£ 965</u>

CASTLE HILL COMMUNITY CENTRE TRUST

England & Wales - Charity number 1178607

Accounts



Castle Hill Community Centre

**ANNUAL REPORT AND
FINANCIAL STATEMENTS**

**For the year ended
31st March 2023**

Castle Hill Community Centre is managed by The Castle Hill Community Centre Trust,
Registered Charity NO: 1178607

Castle Hill Community Centre
Annual Report
for the year ended 31st March 2023

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Bankers: Santander Bank, 1-3a Carr St, Ipswich IP4 1DS

Castle Hill Community Centre

Independent examiner's report to the trustees of Castle Hill Community Centre

I report on the accounts of the Castle Hill Community Centre for the year ended 31st March 2023, which are set out on pages 11 to 13.

Respective responsibilities of trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

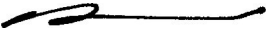
Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - a. % keep accounting records in accordance with section 130 of the 2011 Act; and
 - b. to prepare accounts, which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


P J Keeble ACMA
5 The Cambria, Key Street,
Ipswich, Suffolk IP4 1FF

28th January 2024



Trustees' Annual Report for the period

From 1st April, 2022 **Period start date**
To 31st March, 2023 **Period end date**

Charity name: Castle Hill Community Centre Trust

Charity registration number: 1178607

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To further or benefit the residents of North West Ipswich and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Providing facilities for local community organisations, clubs etc to meet and carry out their activities. Supporting by hire of rooms other charitable organisations who benefit the local community in north-west Ipswich. Organising fund-raising events, providing help and advice to other organisations such as the Big Local Trust.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trust confirms that it has regard to the guidance issued by the Charity Commission and has taken this into account in making decisions to which the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We only make use of grants for specific purposes for example, to fund the provision of food and sanitary products for our food bank.

Policy on social investment including program related investment	Para 1.38	We do not make use of any social investments.
Contribution made by volunteers	Para 1.38	Volunteers have continued to play a key role in the continued success of our Food Bank during the year (see below). Many of these come from the immediate area surrounding the Centre.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The Charity has made a good recovery from the restraints placed upon it by the Covid restrictions and seen the return of most of our users during the year. Our staff & volunteers have played a particularly important part in this and in addition worked tirelessly to maintain our weekly Food Bank for people in need in North-west Ipswich, with an average attendance at our weekly Food Bank of 25+ people. A total of 8 volunteers, plus staff and trustees were regularly involved in supporting this event. It has become very clear how people have depended on the service we have provided many having discovered the existence of the Centre for the first time, which has significantly raised our profile in the community.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	As an organisation which exists to serve the needs of our local community, we confine sub-letting of 60% of our room capacity to charitable organisations reserving the remainder for the casual needs of the neighbourhood - small groups, parties etc. This model has served us well allowing us to meet all our commitments whilst maintaining steady growth in our capital which is reserved for future building extension.
		We have not carried out any fundraising

Performance of fundraising activities against objectives set	Para 1.41	and at the present there is no requirement to do so.
--------------------------------------------------------------	-----------	------------------------------------------------------

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Despite the continued challenges this year we still managed to return a healthy surplus of £28024 . This included £2500 Covid lost revenue grant for the previous year and £700 Locality grant for a new garden area. Our annual accounts show firm financial control with a tight rein on expenditure.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Our policy for holding reserves is based on loss of income we might face in a worst-case scenario. Our aim is to maintain our service to customers & tenants in the event of any disruption to business. The policy has been thoroughly reviewed during the year against a rigorous risk assessment. The Reserve funds remain in a restricted bank account to limit our exposure under the FSCS guarantee.
Amount of reserves held	Para 1.22	£50,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None. We are the only community centre in North-west Ipswich and have established a good reputation for providing first-class facilities at an affordable cost.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our principal source of funds is from room hire but for specific projects such as the Food Bank, we rely on grants and client contributions. There has been no requirement for fund-raising initiatives during the year and none is anticipated until we begin a programme of replacement of ageing outbuildings within the foreseeable future
Investment policy and objectives including any social investment policy adopted	Para 1.46	We do not invest in any stocks/shares related financial organisations. During the year we moved our surplus funds to an investment platform to allow us to maintain each deposit below the FSCS guarantee. Funds are regularly monitored to take advantage of the best interest rates on

		offer.
A description of the principal risks facing the charity	Para 1.46	None

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Charity Commission Foundation Trust
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	New Trustees are recruited to the Board at any time by the Trustees. In selecting individuals for appointment as Trustees, the Trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO. We actively seek Trustees who reside in the North-west area of Ipswich and who have a particular interest in the work of the Centre. All appointments are ratified by majority vote at Trustees Board meetings. Officers of the Trust are appointed at the Annual General Meeting and serve for a specified period.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New Trustees are provided with induction information and a copy of the Trust's Constitution. A one-day training course externally sourced is provided within the first six months.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We are governed by our Constitution and aim to maintain 8 Trustees. There are three officers elected by the Trustees from their number : Chairman, Vice Chairman & Treasurer. Trustees also are allotted lead roles in certain areas such as finance, human resources, insurance/risk assessment & buildings. We have no affiliation with any other groups.
Relationship with any related parties	Para 1.51	None

Other		None

Reference and Administrative details

Charity name	Castle Hill Community Centre Trust
Other name the charity uses	None
Registered charity number	1178607
Charity's principal address	Castle Hill Community Centre, Highfield Road, Ipswich, Suffolk, IP16DG

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Raymond Boggis	Chairman		
2	Richard Skinner	Treasurer		
3	Hazel Stapleton	Vice Chairman		
4	Edwin Candy			
5	Jim Startup			
6	Roger Barnes			
7	Maureen Grenfell		Appointed 20.10.22	Trust Board
8	Magda Chambers		Appointed 19.01.23	Trust Board

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

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

None

Other optional information

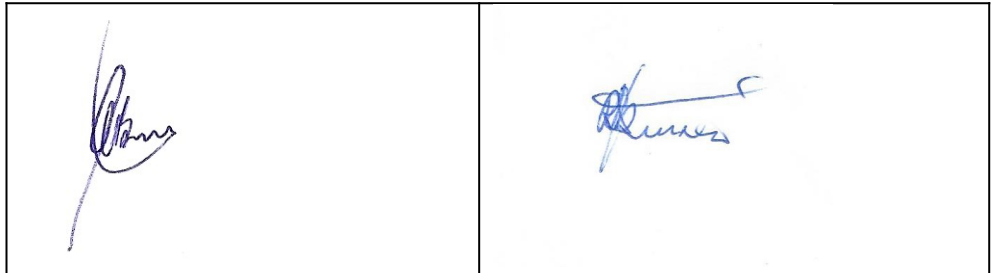
None

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Raymond Leslie Boggis

Richard John Skinner

Position (eg Secretary,
Chair, etc)

Chairman

Treasurer

Date

12th July, 2023

Castle Hill Community Centre

Income & Expenditure Account for the year ended 31st March 2023

	£ 2023	£ 2022
Income:		
Grants (Covid and General)	3,200	14,258
Restricted Grants (Food Bank Project)	10,130	3,038
Room Rent (Tenants)	64,658	65,870
Room Hire	48,705	32,758
Donations	-	-
Interest Received	2,036	140
Other Income	872	4,437
Refunds/ credits	-	-
BLT Admin & Management Fees	2,580	4,605
Total Income	<u>132,181</u>	<u>125,106</u>

Expenditure:

Staff Costs	53,638	52,788
Accommodation Costs	30,397	19,244
Office and Financial Costs	3,003	8,621
Restricted Costs (Building Work)	4,119	12,176
Restricted Costs (Food Bank Project)	9,216	7,200
Restricted Fund Repaid (Murrayside)	3,784	-

Total Expenditure	<u>104,157</u>	<u>100,029</u>
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Total Surplus of Income over Expenditure	<u>28,024</u>	<u>25,077</u>
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Analysed:

	2023		2022	
	General Funds	Restricted Funds	General Funds	Restricted Funds
Income	122,051	10,130	122,068	3,038
Expenditure	87,038	17,119	80,653	19,376
Surplus/(Deficit)	35,013	(6,989)	41,415	(16,338)
	Overall Surplus 28,024		Overall Surplus 25,077	

Castle Hill Community Centre

Balance Sheet as at 31st March 2023

	31st March 2023	31st March 2022
<u>Assets</u>	£	£
<u>Bank Balances</u>		
Santander Current Account	3,409	459
Santander Deposit Account	36,682	262,878
Nationwide Account	86,528	85,108
Flagstone Portfolio	249,850	-
	<hr/>	<hr/>
Total Assets	<u>376,469</u>	<u>348,445</u>
 Represented by:		
Accumulated surplus brought forward	348,445	
Add: Surplus for the year	<u>28,024</u>	
Accumulated surplus carried forward	<u>376,469</u>	
 Analysed:		
General Funds	288,625	
Restricted Funds	87,844	

Castle Hill Community Centre

Notes to the Accounts for the Year Ended 31st March 2023

1. Accounting Policy

These unaudited accounts have been completed in accordance with UK Generally Accepted Accounting Practice guidelines and provides sufficient and relevant information to enable completion of a tax return.

2. Grant Income

The grant income received during the year that was not Covid related, has been treated as exceptional income as per the Charity Commission definition, as they are one off awards. Therefore the accounts have been prepared on a receipts and payments basis.

3. Fixed Assets

As all fixed assets purchased are under £1,000 they have been written off to expenditure in the year that they have been purchased.

4. Restricted Funds

At the 31st March 2023, restricted funds total £87,844 being the balance remaining on the following grants received:

SCC	£ 86,887	(transitional grant for Building Work)
Various Organisations	£ 957	(Food Bank Project)

5. Locally Trusted Organisation for Northwest Ipswich Big Local Trust

In October 2019 the CHCC took on the role of Locally Trusted Organisation (LTO) for the Northwest Ipswich Big Local Trust (NWIBLT). The CHCC handle all the money for NWIBLT, operating a completely separate bank account. Therefore no transactions are included in the CHCC accounts, except for income for CHCC services (5% of all transactions) and payment for the Administrative Assistant which CHCC employed to do NWIBLT work up to July 2021.

The movements on the NWIBLT bank account for the year to 31st March 2023 were:

Bank Balance	brought forward	£ 15,392
Grant Income paid in		£ 23,921
Grant and LTO expenditure		<u>£ 36,947</u>
Bank Balance	carried forward	<u>£ 2,366</u>

CASTLE HILL COMMUNITY CENTRE TRUST

England & Wales - Charity number 1178607

Accounts



Castle Hill Community Centre

ANNUAL REPORT AND
FINANCIAL STATEMENTS

For the year ended
31st March 2022

Castle Hill Community Centre is managed by The Castle Hill Community Centre Trust,
Registered Charity NO: 1178607

Castle Hill Community Centre
Annual Report
for the year ended 31st March 2022

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Bankers: Santander Bank, 1-3a Carr St, Ipswich IP4 1DS

Castle Hill Community Centre

Independent examiner's report to the trustees of Castle Hill Community Centre

I report on the accounts of the Castle Hill Community Centre for the year ended 31st March 2022, which are set out on pages 9 to 11.

Respective responsibilities of trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - a. to keep accounting records in accordance with section 130 of the 2011 Act; and
 - b. to prepare accounts, which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met;or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



P J Keeble ACMA

5 The Cambria, Key Street,
Ipswich, Suffolk IP4 1FF

Dated: 4* December 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 1st April 2021 **Period start date**

To: 31st March 2022 **Period end date**

Charity name: Castle Hill Community Centre Trust

Charity registration number: 1178607

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To further or benefit the residents of North West Ipswich and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Providing facilities for local community organisations, clubs etc to meet and carry out their activities. Supporting by hire of rooms other charitable organisations who benefit the local community in north-west Ipswich. Organising fund-raising events, providing help and advice to other organisations such as the Big Local Trust.
Statement confirming	Para	The Trust confirms that it has regard to the

whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	1.18	guidance issued by the Charity Commission and has taken this into account in making decisions to which the guidance is relevant.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Contribution made by volunteers	Para 1.38	Volunteers have continued to play a key role in the success of our Food Bank during the year (see below). Many of these come from the immediate area surrounding the Centre.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The Charity continued to be affected by the Covid restriction placed on our operation in the early part of the period. However, signs of a good recovery were evident in the last quarter of the year. Despite this, our staff & volunteers worked tirelessly to maintain our weekly food bank throughout for people in need in NW Ipswich. An average attendance at our weekly "shop" of 25 -people each week has been maintained and Christmas hampers were also distributed. A total of 8 volunteers, staff and trustees were involved in this event. During restrictions we continued to provide limited room hire services (under strict Covid regulations) to local organisations such as those involved with children's pre-school activities, art groups and young people's educational services.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Despite the continued challenges this year we still managed to return a healthy surplus of £25,077. This resulted in the main from a number of Covid recovery grants totalling £14,258 which helped offset our loss of room hire income. In addition to this, our
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		annual accounts show firm financial control with a tight rein on expenditure.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Our policy for holding reserves is based on loss of income we might face in a worst-case scenario. Our aim is to maintain our service to customers & tenants in the event of any disruption to business. Our reserve funds were deposited in a dedicated bank account during the year to limit our exposure under the F.C.A guarantee.
Amount of reserves held	Para 1.22	£50,000
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None. We are the only community centre in north-west Ipswich and have established a good reputation for providing first-class facilities at an affordable cost.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our principal source of funds is from room hire but for specific projects such as the Food Bank, we rely on grants. There has been no requirement for fund-raising initiatives during the year and none is anticipated until we begin a programme of replacement of ageing outbuildings within the foreseeable future.
Investment policy and objectives including any social investment policy adopted	Para 1.46	We do not invest in any stocks/shares related financial organisations. Our policy at present is to maintain our funds in high street banks mitigating the FCA limits in compensation by spreading the risk over a number of different banks/NS&I accounts.
A description of the principal risks facing the charity	Para 1.46	None.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Charity Commission Foundation Trust

(trust deed, royal charter)		
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	New Trustees are recruited to the Board at any time by the Trustees. In selecting individuals for appointment as Trustees, the Trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO. All appointments are ratified by majority vote at the next Trustees Board meeting. Officers of the Trust are appointed at The Annual General Meeting and serve for a specified period.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New Trustees are provided with induction information and a copy of the Trust's Constitution. A one-day training course externally sourced is provided within the first six months.
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Reference and Administrative details

Charity name	Castle Hill Community Centre Trust
Other name the charity uses	None
Registered charity number	1178607
Charity's principal address	Castle Hill Community Centre, Highfield Road, Ipswich, Suffolk, IP16DG

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Raymond Leslie Boggis	Richard John Skinner
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Position (eg
Secretary, Chair, etc)

Chairman	Treasurer
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Date

21 st July, 2022

Castle Hill Community Centre

Income & Expenditure Account for the year ended 31st March 2022

	£ 2022	£
Income:		
2021		
Grants (Covid Related)	14,258	
19,907		
Restricted Grants (Food Bank Project)	3,038	
16,018		
Room Rent (Tenants)	65,870	
54,190		
Room Hire	32,758	14,634
Donations	-	
377 Interest	140	
729		
Other Income	4,437	
2,768		
Refunds/ credits	-	
(1,868)		
BLT Admin & Management Fees		4,605
9,386		
Total Income	<u>125,106</u>	-
116,141		
Expenditure:		
Staff Costs	52,788	53,245
Accommodation Costs	19,244	
15,770		
Office Costs	8,621	
3,740		
Restricted Costs (Building Work)	12,176	
5,697		
Restricted Costs (Food Bank Project)		7,200
11,813		
Total Expenditure		<u>100,029</u>
90,265		
Total Surplus of Income over Expenditure		<u>25,077</u>
<u>25,876</u>		

Analysed:

	2022		2021	
	General Funds	Restricted Funds	General Funds	Restricted Funds
Income	122,068	3,038	100,123	16,018
Expenditure	80,653	19,376	72,755	17,510
Surplus/ (Deficit)	41,415	(16,338)	27,368	(1,492)
	Overall Surplus 25,077		Overall Surplus 25,876	

Castle Hill Community Centre

Balance Sheet as at 31st March 2022

	31st March 2022	31st March
2021	£	£
<u>Bank Balances</u>		
Current Account	459	8,897
Deposit Account	262,878	314,471
Nationwide Account	85,108	-
Total Funds <u>323,368</u>	<u>348,445</u>	<u> </u>

Represented by:

Accumulated surplus brought forward **323,368**

Add: Surplus for the year	<u>25,077</u>
Accumulated surplus carried forward	<u>348,445</u>
Analysed: General Funds	253,612
Restricted Funds	94,833

Castle Hill Community Centre

Notes to the Accounts for the Year Ended 31st March 2022

1. Accounting Policy

These unaudited accounts have been completed in accordance with UK Generally Accepted Accounting Practice guidelines and provides sufficient and relevant information to enable completion of a tax return.

2. Grant Income

The grant income received during the year that was not Covid related, has been treated as exceptional income as per the Charity Commission definition, as they are one off awards. Therefore the accounts have been prepared on a receipts and payments basis.

3. Fixed Assets

As all fixed assets purchased are under £1,000 they have been written off to expenditure in the year that they have been purchased.

4. Restricted Funds

At the 31st March 2022, restricted funds total £94,833 being the balance remaining on the following grants received:

SCC	£ 3,784	(Murrayside)
SCC	£ 91,006	(transitional grant for Building Work)
Various Organisations	£ 43	(Food Bank Project)

5. Locally Trusted Organisation for Northwest Ipswich Big Local Trust

In October 2019 the CHCC took on the role of Locally Trusted Organisation (LTO) for the Northwest Ipswich Big Local Trust (NWIBLT). The CHCC handle all the money for NWIBLT, operating a completely separate bank account. Therefore no transactions are included in the CHCC accounts, except for income for CHCC services (5% of all transactions) and payment for the Administrative Assistant which CHCC employed to do NWIBLT work up to July 2021.

The movements on the NWIBLT bank account for the year to 31st March 2022 were:

Bank Balance	brought forward	£ 36,354
Grant Income	paid in	£ 68,053
Grant and LTO	expenditure	<u>£ 89,015</u>
Bank Balance	carried forward	<u>£ 15,392</u>

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CASTLE HILL COMMUNITY CENTRE TRUST

England & Wales - Charity number 1178607

Accounts



Castle Hill Community Centre

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended
31st March 2021

Castle Hill Community Centre is managed by The Castle Hill Community Centre Trust,
Registered Charity NO: 1178607

Castle Hill Community Centre
Annual Report
for the year ended 31st March 2021

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Bankers: Santander Bank, 1-3a Carr St, Ipswich IP4 1DS

Castle Hill Community Centre

Independent examiner's report to the trustees of Castle Hill Community Centre

I report on the accounts of the Castle Hill Community Centre for the year ended 31 March 2021, which are set out on pages 9 to 11.

Respective responsibilities of trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - a. to keep accounting records in accordance with section 130 of the 2011 Act; and
 - b. to prepare accounts, which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met;or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



P J Keeble ACMA
21st November 2021

5 The Cambria, Key Street,
Ipswich, Suffolk IP4 1FF



Trustees' Annual Report for the period

From: 1st April, 2020 **Period start date**

To: 31st March, 2021 **Period end date**

Charity name: Castle Hill Community Centre Trust

Charity registration number: 1178607

Objectives and Activities

	SORP ref	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To further or benefit the residents of North West Ipswich and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Providing facilities for local community organisations, clubs etc to meet and carry out their activities. Supporting by hire of rooms other charitable organisations who benefit the local community in north-west Ipswich. Organising fund-raising events, providing help and advice to other organisations such as the Big Local Trust.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trust confirms that it has regard to the guidance issued by the Charity Commission and has taken this into account in making decisions to which the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Contribution made by volunteers	Para 1.38	Volunteers have played a key part in the success of our Food Bank during the year

		(see below) one of which received the Volunteer of the year award presented by the East of England Co-operative Society.
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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The Charity has continued to thrive albeit in very difficult circumstances. The Community Centre was closed over the two extended periods of Covid lockdown. Despite this, our staff & volunteers worked tirelessly to maintain our weekly food bank home deliveries based on referrals for people in need in NW Ipswich by Suffolk County Council, Ipswich Borough Council and the Citizen's Advice Bureau. An average of 85 parcels a week were delivered and over 100 Christmas hampers. A total of 11 volunteers, staff and trustees were involved in this event. On a business-as-usual front, in between lockdowns we continued to provide limited room hire services (under strict Covid regulations) to local organisations such as those involved with children's pre-school activities, art groups and young people's educational services.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Despite a very challenging year because of the Covid-19 pandemic, we still managed to return a healthy surplus of £25,876. This resulted in the main from a number of Covid-related grants totalling £19,907 which helped offset our loss of room hire income. In addition to this, our annual accounts show firm financial control with a tight rein on expenditure. Only one member of staff was furloughed during lockdowns with the remainder working from home as far as was permitted under the government's regulations/guidance.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	A risk assessment was undertaken during the year to determine the level of reserve funds to be maintained. This considered our exposure to risk of loss of income not covered by our insurance as a result of

		partial or total loss of the buildings due to fire. It also included the risk of long-term sick absence of our highest paid staff member. A reserve of £50,000 was agreed by the Trustees at their meeting on 22 nd April 2021 and arrangements were put in hand to hold this sum in a dedicated bank account.
Amount of reserves held	Para 1.22	£50,000
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None. We are the only community centre in north-west Ipswich and have established a good reputation for providing first-class facilities at an affordable cost.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our principal source of funds is from room hire but for specific projects such as the Food Bank, we rely on grants. There has been no requirement for fund-raising initiatives during the year and none is anticipated until we begin a programme of replacement of ageing outbuildings within the foreseeable future.
Investment policy and objectives including any social investment policy adopted	Para 1.46	We do not invest in any stocks/shares related financial organisations. Our policy at present is to maintain our funds in a high street bank but our intention is to mitigate the FCA limits on compensation by spreading the risk over a number of different banks.
A description of the principal risks facing the charity	Para 1.46	None.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Charity Commission Foundation Trust
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection	Para	New Trustees are recruited to the Board at

methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	1.25	any time by the Trustees. In selecting individuals for appointment as Trustees, the Trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO. All appointments are ratified by majority vote at the next Trustees Board meeting. Officers of the Trust are appointed at The Annual General Meeting and serve for a specified period.
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Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New Trustees are provided with induction information and a copy of the Trust's Constitution. A one-day training course externally sourced is provided within the first six months.
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Reference and Administrative details

Charity name	Castle Hill Community Centre Trust
Other name the charity uses	None
Registered charity number	1178607
Charity's principal address	Castle Hill Community Centre, Highfield Road, Ipswich, Suffolk, IP1 6DG

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Raymond Boggis	Chairman		
2	Richard Skinner	Treasurer		
3	Claire Prosser			
4	Hazel Stapleton			
5	Edwin Candy		From 8.10.20	
6	David Cook			
7	Julie Maycock			
8	Andrew Cuthbertson			

Funds held as custodian trustees on behalf of others



Description of the assets held in this capacity	Big Local grant funds held as LTO for NWI BLT Partnership.
<p>Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects</p> <p>This falls within our own objectives namely:</p>	<p>Big Local Trust objects: "The advancement of community development and the relief of unemployment for the benefit of the public in the localities in each region specified. These are to be achieved by making distributions to recipients and conducting research and disseminating the useful results of such research. The distributions should be made so as to develop the capacity and skills of the members of socially and economically disadvantaged communities, for the benefit of the public, in such a way that they are better able to identify, and help meet, their needs and participate more fully in society."</p> <p>"To further or benefit the residents of North West Ipswich and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents."</p>

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Raymond Leslie Boggis	Richard John Skinner
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**Position (eg
Secretary, Chair, etc)**

Chairman

Treasurer

Date

4th November, 2021

Castle Hill Community Centre

Income & Expenditure Account for the year ended 31st March 2021

	£ 2021	£
Income:		
2020		
Grants (Covid Related)	19,907	
-		
Restricted Grants (Food Bank Project)	16,018	
5,000		
Room Rent (Tenants)	54,190	
62,915		
Room Hire	14,634	80,274
Donations	377	5
Interest	729	
1,872		
Other Income	2,768	
3,388		
Refunds/ credits	(1,868)	
1,810		
BLT Income	9,386	3,671
Total Income	<u>116,141</u>	-
<u>158,935</u>		
Expenditure:		
Staff Costs	53,245	57,273
Accommodation Costs	21,467	
112,427		
Office Costs	3,740	
2,160		
Other Costs	-	
7,603		
Food Bank Project Costs		11,813
-		
Total Expenditure		<u>90,265</u>
<u>179,463</u>		
Total Surplus/(Deficit) of Income over Expenditure		<u>25,876</u>
<u>(20,528)</u>		

Analysed:

	2021		2020	
	General Funds	Restricted Funds	General Funds	Restricted Funds
Income	100,123	16,018	153,935	5,000
Expenditure	72,755	17,510	88,778	90,685
Surplus/ (Deficit)	27,368	(1,492)	65,157	(85,685)
	Overall Surplus 25,876		Overall Deficit (20,528)	

Castle Hill Community Centre

Balance Sheet as at 31st March 2021

	31 st March 2021	31 st March
	£	£
2020		
<u>Bank Balances</u>		
Current Account	8,897	3,033
Deposit Account	314,471	294,459
Total	<u>323,368</u>	—
<u>297,492</u>		

Represented by:

Accumulated surplus brought forward	297,492
Add: Surplus for the year	<u>25,876</u>
Accumulated surplus carried forward	<u>323,368</u>

Analysed:	General Funds	212,197
	Restricted Funds	111,171

Castle Hill Community Centre

Notes to the Accounts for the Year Ended 31st March 2021

1. Accounting Policy

These unaudited accounts have been completed in accordance with UK Generally Accepted Accounting Practice guidelines and provides sufficient and relevant information to enable completion of a tax return.

2. Grant Income

The grant income received during the year that was not Covid related, has been treated as exceptional income as per the Charity Commission definition, as they are one off awards. Therefore the accounts have been prepared on a receipts and payments basis.

3. Fixed Assets

As all fixed assets purchased are under £1,000 they have been written off to expenditure in the year that they have been purchased.

4. Restricted Funds

At the 31st March 2021, restricted funds total £111,171 being the balance remaining on the following grants received:

SCC	£ 3,784	(Murrayside)
SCC	£103,182	(transitional grant for Building Work)
Various Organisations	£ 4,205	(Food Bank Project)

5. Locally Trusted Organisation for Northwest Ipswich Big Local Trust

In October 2019 the CHCC took on the role of Locally Trusted Organisation (LTO) for the Northwest Ipswich Big Local Trust (NWIBLT). The CHCC handle all the money for NWIBLT, operating a completely separate bank account. Therefore no transactions are included in the CHCC accounts, except for income for CHCC services (5% of all transactions) and payment for the Administrative Assistant which CHCC employ to do NWIBLT work.

The movements on the NWIBLT bank account for the year to 31st March 2021 were:

Bank Balance	brought forward	£19,046
Grant Income paid in		£116,201
Grant and LTO expenditure		<u>£98,893</u>
Bank Balance	carried forward	<u>£36,354</u>

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