



Trustees' Annual Report for the period

From

Period start date

Day	Month	Year
01	01	2021

To Period end date

Day	Month	Year
31	12	2021

Charity name

Clay Hill Community Association

Other names charity is known by

CHCA

Registered charity number (if any)

1186027

Charity's principal address

Riverside Community Centre

Rosemoor Gardens

NEWBURY, Berks.

Postcode

RG14 2FG

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	Harold Grahame Farquhar	Chair		
2	Linda Louise Joyce Booker	Vice Chair		
3	Brian Reginald Barnes	Treasurer		
4	Christopher Lusby Taylor	Secretary		
5	Jan Margaret Chapman	Trustee	1/1/21 to 31/11/21	
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

CIO

Trustee selection methods
(eg. appointed by, elected by)

Elected by the current trustees at the Annual General Meeting

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

CHCA operates the Riverside Community Centre where, in normal circumstances, it runs or supports holiday activities for school children and hires out halls every day of the year for a multitude of activities. All our trustees have been DBS checked and we perform due diligence to ensure that all volunteers and hirers are insured, qualified and checked if running sessions that might include vulnerable adults or children.

Summary of the objects of the charity set out in its governing document

Clay Hill Community Association manages the Riverside Community Centre at Rosemoor Gardens, Newbury, and uses it as a base for its activities such as school holiday clubs and free food distribution. We make halls available to hire for private events, and support many local organisations that use our halls and rooms for purposes that benefit the whole local community and the natural environment.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning our activities we keep in mind the Charity Commission's guidance on public benefit.

We maintain and let out a community centre with two halls, two meeting rooms and a kitchen. We encourage but do not require hiring by local residents or for the benefit of local residents. During this year there were again a lot of restrictions on activities but frequent use was made of our centre by the West Berkshire District Council's Children's Services department for family contact sessions.

Throughout, we have been distributing food donated by supermarkets to FareShare. This happens between 4 and 7 times a week.

Additional details of objectives and activities (Optional information)

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You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Prior to the first COVID lockdown in March 2020 we had had a very full programme of events in the community centre. Our main role is to facilitate and support organisations and private individuals who need space for their activities.

We take pride in the standard of our centre and put a lot of effort into maintaining and improving it, from litter picking to gardening and installing LED lighting.

As in 2020, many of our former activities were disrupted. As a consequence, it was difficult to maintain a corps of volunteers to run activities when they again became legal, so we will need a period to get back up to speed. Nonetheless, the community centre has remained pleasingly busy for the majority of the time.

The needs of the NHS for scrubs and of isolating residents for assistance, features of 2020, had largely gone away but we made our community centre available for COVID vaccinations and distribution of lateral flow test kits.

The year ended with another COVID spike but a greater sense of hope that this was not the end of the civilised world.

Brief statement of the charity's policy on reserves

We have maintained healthy and stable bank balances throughout. Our cash flow has been relatively insulated from downturn in lockdowns as our major outgoing is directly related to our income. We believe our reserves are adequate without being excessive and should allow us to implement new initiatives when life returns to normal.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:


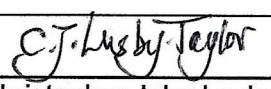
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our major source of income is the fees that hirers pay to hire our halls and rooms. We have kept our rates constant for several years in order to keep fees affordable to all, in consideration of part of our catchment area being an Area of Deprivation. We have not performed any fund-raising, nor been given any financial awards, grants or gifts, though a grant has been offered to us conditional on our restarting some of our previous activities. Expenditure this year has largely gone on the running costs of our routine activities, including maintenance of the centre and its grounds. We have no investments outside our bank accounts.

Section F Other optional information

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Harold Grahame Farquhar	Christopher John Lusby Taylor
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	31 October 2022	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Clay Hill Community Association

1186027

Receipts and payments accounts

CC16a

For the period
from

01/01/21

To

31/12/21

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Regular hirers	6,954	-	-	6,954	17,942
Casual hirers	6,664	-	-	6,664	6,517
Interest on building soc. account	31	-	-	31	127
Interest on bank account	-	-	-	-	1
Equipment hire	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	13,649	-	-	13,649	24,587
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	13,649	-	-	13,649	24,587
A3 Payments					
Rent for Riverside Community Centre	2,497	-	-	2,497	11,592
Petty cash payments	834	-	-	834	5,850
Insurance	1,518	-	-	1,518	1,390
Maintenance, gardening, cleaning etc.	1,939	-	-	1,939	920
Licences and subscriptions	800	-	-	800	1,505
Office consumables	261	-	-	261	285
	-	-	-	-	-
	-	-	-	-	-
Sub total	7,849	-	-	7,849	21,542
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	7,849	-	-	7,849	21,542
Net of receipts/(payments)	5,800	-	-	5,800	3,045
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	22,009	-	-	22,009	18,964
Cash funds this year end	27,809	-	-	27,809	22,009

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Newbury Building Society	-	-	
	Lloyds Bank Deposit Ac	1,834	-	
	Lloyds Bank Current Ac	25,975	-	
	Total cash funds	27,809	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

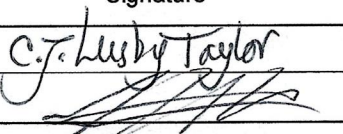
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Accounts receivable	1,168	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Rent for 2021	Unrestricted funds	6,232	31/11/22
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	C L Taylor	31/10/2022
	H G Farquhar	31/10/2022