



Trustees' Annual Report for the period

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|-------------|-------------------|-------------|--------------|-----------|-----------------|-------------|--------------|
| | Period start date | | | | Period end date | | |
| From | Day 01 | Month 01 | Year 2022 | To | Day 31 | Month 12 | Year 2022 |

Section A Reference and administration details

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 | | |
| 4 | Christopher Lusby Taylor | Secretary | | |
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| 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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Section B Structure, governance and management

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 it runs activities for school children and hires out halls 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.

Section C Objectives and activities

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 a lot of use was made of our centre by the West Berkshire District Council's Children's Services department for family contact sessions.

Throughout the year we have been distributing food donated by ALDI to local families in need. This happens between 1 and 2 times a week.

Additional details of objectives and activities (Optional information)

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

We had a very full programme of events in the community centre. Our 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 installing LED lighting.

Section E**Financial review****Brief statement of the charity's policy on reserves**

We have maintained healthy bank balances throughout.
We believe our reserves are adequate without being excessive.

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.
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**

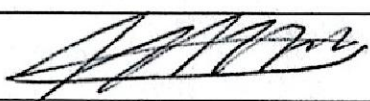
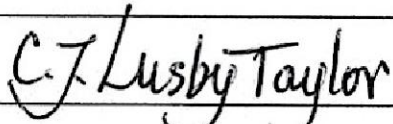
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Section G**Declaration**

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)

| | |
|-------------------------|-------------------------------|
| Harold Grahame Farquhar | Christopher John Lusby Taylor |
|-------------------------|-------------------------------|

Position (eg Secretary, Chair, etc)

| | |
|-------|-----------|
| Chair | Secretary |
|-------|-----------|

Date

| |
|-------------|
| 31 Oct 2023 |
|-------------|



CHARITY COMMISSION
FOR ENGLAND AND WALES

Clay Hill Community Association

1186027

Receipts and payments accounts

CC16a

For the period
from

01/01/22

To

31/12/22

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|---|---|--|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Regular hirers | 11,567 | - | - | 11,567 | - |
| Casual hirers | 9,590 | - | - | 9,590 | - |
| Interest on building soc. account | - | - | - | - | - |
| Interest on bank account | 1 | - | - | 1 | - |
| Equipment hire | 60 | - | - | 60 | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 21,218 | - | - | 21,218 | - |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 21,218 | - | - | 21,218 | - |
| A3 Payments | | | | | |
| Rent for Riverside Community Centre | 6,923 | - | - | 6,923 | - |
| Petty cash payments | 1,171 | - | - | 1,171 | - |
| Insurance | 1,609 | - | - | 1,609 | - |
| Maintenance, gardening, cleaning etc. | 2,968 | - | - | 2,968 | - |
| Licences and subscriptions | 447 | - | - | 447 | - |
| Office consumables | 85 | - | - | 85 | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | 13,203 | - | - | 13,203 | - |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 13,203 | - | - | 13,203 | - |
| Net of receipts/(payments) | 8,015 | - | - | 8,015 | - |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 27,809 | - | - | 27,809 | - |
| Cash funds this year end | 35,824 | - | - | 35,824 | - |

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 Treasurer's Ac | 33,989 | - | |
| | Lloyds Bank Bus Instant Ac | 1,835 | - | |
| | Total cash funds | 35,824 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| B2 Other monetary assets | Accounts receivable | 5,544 | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | Rent for 2022 | Unrestricted funds | 9,762 | |
| | | | - | |
| | | | - | |
| | | | - | |

| | | | |
|---|--------------------|--------------------------|------------------|
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval |
| | C. J. Lusby Taylor | CHRISTOPHER LUSBY TAYLOR | 31.10.23 |