



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1 Jan 2023 Period start date  
To 31 Dec 2023 Period end date

Charity name: Clay Hill Community Association

Charity registration number: 1186027

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	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 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	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. 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.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In planning our activities we keep in mind the Charity Commission's guidance on public benefit.

## Additional information (optional)

You may choose to include further statements where relevant about:

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

Contribution made by volunteers	Para 1.38	
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	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 promoting it, from litter picking to providing a centre for improving the River Lambourn.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Our major objective is to run a community centre for the benefit of the entire community, measured by the occupancy of our halls and the range of activities and organisations using them. On this basis we are increasingly successful.
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (body) entitled to appoint trustee
1	Harold Grahame Farquhar	Chair		
2	Linda Louise Joyce Booker	Vice Chair		
3	Christopher John Lusby Taylor	Secretary		
4				
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17				
18				
19				
20				

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

Director name		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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## Exemptions from disclosure

### Reason for non-disclosure of key personnel details

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## Other optional information

The Association are tenants of the Ground Floor of the Riverside Community Centre Building and the external dedicated Multi Use Games Area. The tenure is documented in a letter dated 8 April 2018 from the landlord, West Berkshire District Council containing confidential Heads of Terms. These terms, which are subject to contract and may include additional terms at the discretion of the Landlord, have yet to be conformed in a formal lease agreement. Rent is to be calculated as a percentage of the gross takings of the Association from all premises hiring activities exclusive of VAT, rates, insurance premiums and all other outgoings payable, quarterly in arrears. The Trustees estimate that the accrued liability for rent at 31 December 2023, which is yet to be agreed with the Landlord, amounted to £23,670.

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

C.J. Lusby Taylor

Full name(s)

CHRISTOPHER JOHN LUSBY  
TAYLOR

Position (eg Secretary, Chair,  
etc)

SECRETARY

Date

31. 10. 2024.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

City Hall Community Association

116027

## Receipts and payments accounts

CC16a

For the period  
from

01/01/23

To

31/12/23

### 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 £
<b>A1 Receipts</b>					
Regular hirers	23,259	-	-	23,259	11,567
Casual Hirers	7,216	-	-	7,216	9,590
	-	-	-	-	-
Interest on bank accounts	16	-	-	16	1
Equipment hire	20	-	-	20	60
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>30,511</b>	<b>-</b>	<b>-</b>	<b>30,511</b>	<b>21,218</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>30,511</b>	<b>-</b>	<b>-</b>	<b>30,511</b>	<b>21,218</b>
<b>A3 Payments</b>					
Rent for Riverside Community Centre	-	-	-	-	6,923
Petty cash payments	1,040	-	-	1,040	1,171
Insurance	1,607	-	-	1,607	1,609
Maintenance, gardening, cleaning etc.	2,064	-	-	2,064	2,968
Licences and subscriptions	593	-	-	593	447
Office consumables	294	-	-	294	85
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>5,598</b>	<b>-</b>	<b>-</b>	<b>5,598</b>	<b>13,203</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>5,598</b>	<b>-</b>	<b>-</b>	<b>5,598</b>	<b>13,203</b>
<b>Net of receipts/(payments)</b>	<b>24,913</b>	<b>-</b>	<b>-</b>	<b>24,913</b>	<b>8,015</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>35,824</b>	<b>-</b>	<b>-</b>	<b>35,824</b>	<b>27,809</b>
<b>Cash funds this year end</b>	<b>60,737</b>	<b>-</b>	<b>-</b>	<b>60,737</b>	<b>35,824</b>

## 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 £
<b>B1 Cash funds</b>	Lloyds Bank Treasurer's Ac	1,851	-	-
	Lloyds Bank Bus Instant Ac	58,886	-	-
		-	-	-
	<b>Total cash funds</b>	<b>60,737</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Accounts receivable	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
	Rent. See note re rent in the Trustees Annual Report	Unrestricted funds	23,670	
			-	
			-	
			-	
			-	

  

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	31.10.24



CHARITY COMMISSION  
FOR ENGLAND

Independent  
examiner's report  
on the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

CLAY HILL COMMUNITY ASSOCIATION

On accounts for the year ended

31/12/23

Charity no (if any)

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

Responsibilities and basis of  
report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's  
statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- 1\* accounting records were not kept in accordance with section 130 of the Act or
- 2\* the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

*D R Willetts*

Date:

31 October 2023

Name:

DAVID R WILLETTS

Relevant professional  
qualification(s) or body (if any):

FCA (FELLOW OF THE INSTITUTE OF  
CHARTERED ACCOUNTANTS)

Address:

Reeve Hepburn

UNIT 11 DIDDENHAM COURT, LAMBWOOD HILL  
CRAZELEY READING RG7 7HQ