



Trustees' Annual Report for the period

From **1 Jan 2024** Period start date
To **31 Dec 2024** 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 successful.
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity is financially sound, with comfortable reserves. We believe our reserves are adequate without being excessive.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held in anticipation of their being needed to fund improvements to our facilities.
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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 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.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	Elected by the current trustees at the Annual General Meeting

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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Clay Hill Community Association
Other name the charity uses	CHCA
Registered charity number	1186027
Charity's principal address	Riverside Community Centre Rosemoor Gardens Clay Hill NEWBURY RG14 2FG

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

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Harold Grahame Farquhar	Chair	
2	Linda Louise Joyce Booker	Vice Chair	
3	Christopher John Lusby Taylor	Secretary	
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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

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 confirmed 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 2024, which is yet to be agreed with the Landlord, amounted to £13,824. This is less than 20% of available unrestricted funds.

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)

HAROLD GRATHME FARQUHAR

Position (eg Secretary, Chair, etc)

CHAIRMAN

Date

30.10.25



CHARITY COMMISSION
FOR ENGLAND AND WALES

Clay Hill Community Association

1186027

Receipts and payments accounts

CC16a

For the period
from

01/01/24

To

31/12/24

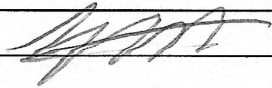
Section A Receipts and payments

	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	19,951	-	-	19,951	23,259
Casual Hirers	6,733	-	-	6,733	7,216
	-	-	-	-	-
Interest on bank accounts	22	-	-	22	16
Equipment hire	25	-	-	25	20
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	26,731	-	-	26,731	30,511
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	26,731	-	-	26,731	30,511
A3 Payments					
Rent for Riverside Community Centre	25,395	-	-	25,395	-
Petty cash payments	1,538	-	-	1,538	1,040
Insurance	1,837	-	-	1,837	1,607
Maintenance, gardening, cleaning etc.	805	-	-	805	2,064
Licences and subscriptions	360	-	-	360	593
Office consumables	326	-	-	326	294
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	30,261	-	-	30,261	5,598
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	30,261	-	-	30,261	5,598
Net of receipts/(payments)	- 3,530	-	-	- 3,530	24,913
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	60,737	-	-	60,737	35,824
Cash funds this year end	57,207	-	-	57,207	60,737

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	Lloyds Bank Treasurer's Ac	1,874	-	-
	Lloyds Bank Bus Instant Ac	55,333	-	-
		-	-	-
	Total cash funds	57,207	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Accounts receivable	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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 asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Rent	Unrestricted funds	13,824	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	HG FARQUHAR	30/10/25



CHARITY COMMISSION
FOR ENGLAND



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

31/12/24

1186027 Charity no (if any)

Set out on pages

1

(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 31/12/2024.

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:

29 Oct 25

Name:

D. R. WILLETTS FCA

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

FCA

Address:

ST CENIS HAVELAND STAN RC14 2DY

Section B**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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noted
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