

**CRANFIELD  
COMMUNITY CENTRE  
Trustees Annual Report  
And  
Financial Statements  
Year Ended 31<sup>st</sup> March 2025**

## **CRANFIELD COMMUNITY CENTRE**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

<b>Charitable Incorporated Organisation Number</b>	1188795
<b>Trustees</b>	Mr Raymond Munkley (Chairman) Mr Nick Cade-Westcombe - resigned Mr Daryl Saint Mr Alan Metcalf Mrs Donna Johnson Mrs Diane Wigley Ms Pauline Kinns Mrs Meredith Cade-Westcombe - resigned Mrs Helen Kennedy Mr Chris Gilbert Mr Chris Brown – New Mr Michael Squires - New
<b>Contact</b>	Mr Raymond Munkley Cranfield Community Centre Thillans Cranfield MK43 0WP
<b>Bank</b>	CAF Bank
<b>Independent Examiner</b>	Mr H Distin FCA BSc

**THE CRANFIELD COMMUNITY CENTRE CHARITY**  
**TRUSTEES REPORT YEAR ENDED 31<sup>ST</sup> MARCH 2025**

The Trustees present their Annual Report together with the Independently examined accounts for the year ended 31<sup>st</sup> March 2025.

**Governing Document**

The Charity was registered on 30<sup>th</sup> March 2020 and is governed by a Constitution of a Charitable Organisation adopted on 18<sup>th</sup> March 2020.

**Objects of the Charity**

- A. To further or benefit the residents of Cranfield 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 quality of life for the residents.
- B. 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 association in furtherance of the above objects.

**Activities.**

The Centre now host regular, art classes, exercise classes, bell ringers, Women's Institute, Cranfield Market, NHS child development surgeries and Parish Council meetings to name a few, in addition the hall is hired out for birthday parties, wedding breakfasts, and bookings continue to increase. The Trustees have also started a Table Tennis club for over 16's.

The Trustees have continued to purchase any necessary fixtures and fittings to allow the building to operate. In addition, the Trustees have undertaken the first redecoration of the main hall, it is planned to undertake redecoration of the meeting room and reception area.. The Trustees roles have continued undertaking day to day roles associated with the running of the Centre.

The Trustees also decided not to increase the hire charges for 2024 as it believed that increasing the charges may put potential hirers off when the Trustees are trying to increase bookings. Hire charges will be reviewed at the end of 2024.

The playing fields have yet to be adopted, though it is forecast that work should start on bringing the playing fields up to the correct standard should start in late 2025, therefore the changing areas still remain closed. In preparation for the playing fields being adopted, at the request of the Trustees, the Parish Council is pushing through plans for an extension that will include storage for sports equipment and an office for the Trustees.

**Financial Review**

The Community Centre income totalled £34,670 (£32,661), excluding Grants, an increase of 6% Total expenditure was £38,430 (£32,354), an increase of 19%, due to significant redecoration in the hall and water heat repairs plus purchased of defibrillator.

**Reserves**

The Community Centre Charity considers that the level of reserves is currently sufficient to allow the Community Centre to open successfully in 2025-26.  
September 2025 will see, in accordance with the lease, the first payment of an annual rent.

**Public Benefit**

The Trustees are aware of the Charity Commissions guidance on public benefit and consider they the charitable objects fall well within the public benefit guidelines.

Signed on behalf of the Trustees

Mr George Munkley  
Chairman

### **Independent examiner's report to the Trustees of The Cranfield Community Centre Charity**

I report to the trustees on my examination of the Cranfield Community Centre Charity for the year ended 31 March 2025

#### **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 s.145 of the 2011 ACT and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under s.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 in connection with the examination giving me cause to believe that in any material respect:

- (1) Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) The accounts do not accord with those records; or
- (3) The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

Signed ..... 

**Haydn Distin BSc FCA**  
11 Court Road  
Cranfield  
Bedfordshire  
MK43 0DR

Date: 20 September 2025.

Cranfield Community Centre						
Receipts and Payments for 12 months ending 31st March 2025						
			2024-25		2023-24	
		£	£		£	£
<b>Receipts</b>	(see notes)					
Grants Received			500			-
Booking Fees			33,546			31,521
Santa Revenue			446			647
Interest			678			493
<b>Total Receipts</b>			<b>35,170.00</b>			<b>32,661.00</b>
<b>Payments</b>						
Advertising & Art Weekend		100			-	
Audit & Accountancy fees		375			350	
Bank Fees		179			191	
Booking System		323			292	
Charity Donations		346			-	
Cleaning		3,881			6,392	
Fire & Security		1,657			1,486	
Fixtures & Fittings	1	676			-	
Gas & Electricity		13,477			16,087	
General Expenses		69			403	
Insurance		350			-	
Licences		360			360	
Repairs & Maintenance	2	6,156			2,214	
Salaries		5,733			-	
Santa Grotto		112			1,053	
Software		376			354	
Telephone & Internet		879			1,104	
Travel		315			-	
Waste Disposal		2,163			1,747	
Water & Sewerage		903			321	
<b>Total Payments</b>		<b>38,430</b>			<b>32,354</b>	
<b>Receipts over Payments</b>			<b>(3,260)</b>			<b>307</b>
<b>Bank balances</b>			31/03/2025			31/03/2024
			£			£
CAF Bank Current Account			3,236			5,806
CAF Gold Savings Account			28,646			27,976
Paypal			1,206			2,625
Petty Cash			59			n/a
<b>Total</b>			<b>33,147</b>			<b>36,407</b>
<b>Notes to the accounts</b>						
1 Purchase of Defibrillator						
2 First redecoration of hall & water heater repairs.						