

**ANNUAL REPORT AND STATEMENT
OF ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2022**

Leatherhead Community Hub

Charity Registration No. 1190394

**LEATHERHEAD COMMUNITY HUB
LEGAL AND ADMINISTRATIVE INFORMATION**

WORKING NAME:	Leatherhead Community Hub (LCH)
CHARITY NUMBER:	1190394
START OF FINANCIAL YEAR:	1st April 2021
END OF FINANCIAL YEAR:	31st March 2022
TRUSTEES WHO SERVED DURING THIS FINANCIAL YEAR:	Mr A Moulton (Chairman) Mrs J Moore Mrs R Shepherd Mr R Furze Mrs P Horner-Long Mr M Williams (from 11 th November 2021)
GOVERNING INSTRUMENT:	Established as a Charitable Incorporated Organisation (CIO) under constitution dated 13 th July 2020
OBJECTS	<p>The objectives of the charity are to provide facilities and services for the local community both itself and through acting as an umbrella organisation for other charitable and public/private partners in and around North Leatherhead in Surrey.</p> <p>The charity aims to fulfil these objectives with the help of their partners and a team of experienced volunteers.</p> <p>The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing its aims and objectives and in planning future activities.</p>
CORRESPONDENCE:	Leatherhead Community Hub Kingston Avenue, Leatherhead, Surrey KT22 7PX
BANKERS:	<p>The Co-operative Bank PO Box 250 Skelmersdale Lancashire WN8 6WT</p> <p>Metro Bank 91A High Street Epsom Surrey KT19 8D</p>

LEATHERHEAD COMMUNITY HUB

TRUSTEES REPORT

Introduction

The Board of Trustees are pleased to present their annual report and accounts for the period ended 31 March 2022.

This is the second set of accounts prepared by the charity which was established as a Charitable Incorporated Organisation ("CIO") on 13 July 2020.

Structure, Governance and Management

Trustees appointment

Trustees are appointed with regard to the skills required by the charity and their dedication to its purposes. The initial trustees have been appointed for a range of periods to ensure continuity. Other trustees are appointed for an initial period of three years. The Trustees meet on a monthly basis to deal with strategic matters, to approve policies and major operational decisions and to monitor the progress of the charity including its finances and risk issues. Daily operational matters are delegated to an Operational team which meets regularly.

The trustees welcomed Michael Williams to the Board in November 2021. Michael has considerable business experience and was hugely involved in the establishment of the charity over the last 18 months.

Trustees Responsibilities

The Charities Act 2011 requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the trust and of the surplus of the trust for that period. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other Irregularities.

Partnerships

The charity has been established as an umbrella organisation for several charities with the common aim of serving the people of North Leatherhead and its environs, rebuilding a true sense of community, hope and support. The charity is independent of the partner organisations and there are no formal partnership agreements. Hire agreements are entered into, where relevant, for the use of parts of the community centre. The initial partners are:

- St Giles Playgroup
- Epsom and Leatherhead Foodbank
- Mid Surrey Community Fridge
- The Hive
- Citizens Advice Mole Valley
- The Gathering church
- Molebridge GP Practice

During the year we invited the youth charity, The Links Centre 2030, to join this group of partners. The charity is also most grateful for the support it is receiving from Mole Valley District Council and Surrey County Council as we develop services for the area.

Achievements and performance

The year was as extremely busy one for the charity as we embarked on a major refurbishment of the rear part of the community centre (for which we have a five-year lease with Mole Valley District Council) to create a new commercial kitchen and cafe area as well as new toilets and meeting room. Alongside this work a community well-being garden was developed and work done to the courtyard to enable the cafe to serve guests outside when weather allowed. The work was funded from a range of sources but was hugely supported by a crowd-funding campaign which raised significant funds from the community. We also received a major grant of £25,000 from Mole Valley grant funding and other generous donations towards refurbishment or equipment from a range of local businesses and individuals. We are most grateful to all our donors, without whom this work would not have been possible.

During the refurbishment The Hive and the Mid Surrey Community Fridge were able to continue to function and our partners in the front half of the building, St Giles Playgroup and the Epsom and Leatherhead Foodbank were working as normal. The refurbishment was largely completed by December 2021 and the charity then began a recruitment process for a Cafe Manager to run the cafe and help to coordinate events. We were delighted to appoint Rachel Mayhew to this post and she started work in March 2022. The cafe officially opened in April 2022 and is open from Tuesday to Saturday each week from 9am to 3pm serving a range of refreshments including light meals, cakes and drinks. Rachel and the operational team have devoted much time to making the cafe a welcoming and homely environment. They have also developed, and will continue to develop a team of volunteers to cook and serve in the cafe. Another major project has been the establishment of a system for hiring the various community spaces when not used by the charity partners. The intention has been to give priority to groups who are offering services and other opportunities to residents of North Leatherhead. Hiring of spaces commenced in the final quarter of the financial year.

Financial Review

The financial statements set out the income and expenditure for the first full year of the charity, ended 31 March 2022 and the financial position at that date. Income for the year very largely related to donations given for the refurbishment of the centre and garden and the equipping of the cafe. This income of £156,805 also included two grants towards the salary of the Cafe Manager amounting to £15,000 and the majority of this income has been carried forward as a restricted fund. Income from charitable activities comprised agreed contributions from partners who hire spaces within the centre as well as hire income from other users. Expenditure principally related to refurbishment of the building and garden and their equipping (£114,522) and the legal costs associated with legal licenses and the negotiation of a potential new 25 year lease with MVDC (£10,494). The other major cost related to the rent for the building. At the end of the year the charity had reserves of £23,807 of which £14,057 was restricted primarily to the costs of the Cafe Manager in 2022/23.

Planning for the future

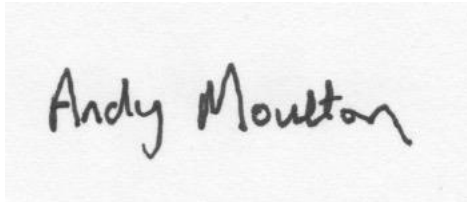
The three key areas of focus for 2022/23 are establishing the successful operation of the cafe, maximising the use of the space for partners and the broader community, and securing a long-term lease from Mole Valley District Council.

Reserves policy

Given the potential volatility of income, we aim to retain a reserve representing at least 3 months expenditure at all times to ensure that we can meet our ongoing needs. This reserve will need to be built up over a period of time through fundraising and with the help of our partners. The Trustees are satisfied that, for the present, actions have been put in train to ensure the financial viability of the charity.

This report was approved by the Board of Trustees on 23 December 2022 and signed on its behalf by:

Chair of Trustees:

A handwritten signature in black ink that reads "Andy Moulton". The signature is written in a cursive, slightly slanted style.

Mr A Moulton

LEATHERHEAD COMMUNITY HUB

PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

			Unrestricted	Restricted	Total	Total
			Funds	Funds	Funds	Funds
	Notes	2022	2022	2022	2021	
		£	£	£	£	
Incoming resources						
Voluntary income	2	87,055	69,750	156,805	13,095	
Income from Charitable Activities	3	,5250	0	5,250		
Investment income	4	0	0	0	-	
Total incoming resources		92,305	69,750	162,055	13,095	
Resources expended						
Costs of charitable activities	5	89,223	55,693	144,916	5,689	
Costs of fundraising		738	0	738	0	
Total resources expended		89,961	55,693	145,654	5,689	
Net movement in funds		2,344	14,057	16,401	7,406	
Total funds brought forward		7,406	0	7,406	0	
Total funds carried forward		9,750	14,057	23,807	7,406	

LEATHERHEAD COMMUNITY HUB

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	2022 £	2021 £		
Current assets						
Debtors		1,350		0		
Cash at bank and in hand		52,130		10,406		
		53,480		10,406		
Creditors: amounts falling due within one year	8	(29,673)		(3,000)		
Net current assets			23,807	7,406		
Net assets			23,807	7,406		
The funds of the charity:						
Unrestricted revenue accumulated funds	9		9,750	7,406		
Restricted revenue accumulated funds	10		14,057	0		
Total charity funds			23,807	7,406		

LEATHERHEAD COMMUNITY HUB

NOTES TO THE ACCOUNTS FOR YEAR ENDED

31 MARCH 2022

1 Accounting policies						
Basis of preparation						
The accounts have been prepared under the historical cost convention and in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland and with the Charities Act 2011.						
Incoming resources						
<i>Donations</i>						
Donations are credited in the year in which they are receivable. Associated gift aid is recognised in the period when the donation is received.						
<i>Interest</i>						
Interest is credited in the year in which it is receivable.						
Resources expended						
Expenditure is recognised when a liability is incurred.						
2 Voluntary Income			2022	2022	2022	2021
			£	£	£	£
			Unrestricted	Restricted	Total	Total
Individuals			76,269	0	76,269	0
Donations by Donations by organisations			1,200	20,500	21,700	2,000
Grants from trusts			0	17,750	17,750	0
Local Government Grants			0	31,500	31,500	11,095
Gift Aid			9,586	0	9,586	0
Total voluntary income			87,055	69,750	156,805	13,095
Income from Charitable Activities			2022	2022	2022	2021
			£	£	£	£
			Unrestricted	Restricted	Total	Total
Rent from LCH partners			4,205	0	4,205	0
Rent for other room hire			1,045	0	1,045	0
Total income from charitable activities			5,250	0	5,250	0

4 Investment income			2022	2022	2022	2021
			£	£	£	£
			Unrestricted	Restricted	Total	Total
Bank interest			0	0	0	-
Total investment income			0	0	0	-
5 Costs of charitable activities			2022	2022	2022	2021
			£	£	£	£
			Unrestricted	Restricted	Total	Total
Building Refurbishment			39,481	30,000	69,481	2,023
Equipment purchase			20,841	19,000	39,841	0
Equipment hire and maintenance			2,996	0	2,996	494
Garden costs			1,200	4,000	5,200	0
Rent and rates			13,025	0	13,025	3,000
Salaries			0	981	981	0
Events			63	1,712	1,775	0
Legal costs			10,494	0	10,494	0
Insurance			210	0	210	96
Other general administration costs			913	0	913	76
Total costs of charitable activities			89,223	55,693	144,916	5,689
6 Taxation						
The charity is exempt from tax on its charitable activities.						
7 Debtors					2022	2021
					£	£
Gift aid					1,175	0
Other debtors					175	0
					1,350	0
8 Creditors: amounts falling due within one year					2022	2021
					£	£
Creditors and accruals					26,673	0
Loans					3,000	3,000
					29,673	3,000

9	Unrestricted Funds							2022
								£
	Balance at 1 April 2021							7,406
	Incoming resources							92,305
	Outgoing resources							89,961
	Balance at 31 March 2022							9,750
10	Restricted Funds							
								£
	Balance at 1 April 2021							0
	Incoming resources							69,750
	Outgoing resources							55,693
	Balance at 31 March 2022							14,057

Independent examiner's report to the trustees of Leatherhead Community Hub

I report to the trustees on my examination of the accounts of the Leatherhead Community Hub (the Trust) for the year ended 31st March 2022.

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 all 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 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.

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.



John Whittaker BSc (Hons) ACA
10 Taleworth Road
Ashted, Surrey. KT21 2PT

Date 23rd December 2022