

Trustees' Annual Report – Transformation Centre

Reference and Administrative details

Charity name: Transformation Centre

Registered charity number: 1191697

Charity's principal address: 21 Orchard Street, Chichester, PO191DD

Trustees: David Heyward, Trevor James, Bruno Kondabeka, Anita Martin (appointed November 2024), Tom Snow.

Structure, Governance and Management

Transformation Centre is a CIO registered with the Charity Commission. It is managed by its trustees.

New trustees are recommended and appointed by the existing trustees in accordance with the charity's constitution.

All the trustees have been briefed on the legal set up of the charity and its constitution and are aware of their obligations and responsibilities through Charity Commission publications. All trustees have completed fit and proper persons and conflicts of interest declarations.

Objectives and Activities

The objects of the charity are:

- To advance the Christian faith
- To relieve sickness and financial hardship and to promote and preserve good health
- To advance education
- To provide facilities in the interests of social welfare
- To promote racial harmony and better understanding.

The charity will engage in activities to achieve these objectives. These include making the charity's premises available, free or at a charge, to organisations whose activities help meet the charity's objectives. The trustees have considered the guidance issued by the Charity Commission on public benefit and are firmly of the view that all its objectives and activities are for the public benefit.

Achievements

The premises have continued to be used five days a week by the Chichester District Foodbank as their distribution and administrative centre. A diversity event was held in June in partnership with Chichester Baptist Church which was well attended. The Redeemed Christian Church of Christ continued to use the building on most Sundays and Chichester Baptist Church continued to use it once a month for a Wellbeing Café. A local community choir practised regularly at the centre and other, more occasional users, included other local churches and residents' associations. A thanksgiving event was held in June attended by local church leaders, prayer group members and other friends, supporters and centre users. During the year, a marketing officer was appointed on a fixed term basis to identify potential future opportunities for the centre. The term of this role has now come to an end.

Financial Review

The charity was largely funded in the period by donations and the rent paid by Chichester Foodbank. The trustees regularly review likely income and expenses and have decided that, at this stage in the charity's development, it is advisable to keep £10,000 as a general reserve and designate a further £10,000 for future major repairs and improvements. The cash balances held at the end of the year are considered adequate given likely income and expenditures in 2025.

21 Orchard Street Chichester

The transfer of 21 Orchard Street Chichester to the charity was subject to legally binding conditions regarding the use of the building and with restrictions on sale. It follows that while it is legally the property of the charity it is a restricted asset. The building remains the charity's major asset. During the

year, in addition to routine maintenance and smaller repairs, the major repairs to the roof were completed along with extensive repairs to the kitchen floor.

Risk Assessment

The trustees have identified the major risks to which they believe the charity is exposed and systems have been established to minimise these risks. The risks and systems are formally reviewed regularly, as appropriate. The principal risks relate to the building, the activities carried out in the building and the income and expenses derived therefrom.

Public Benefit

In shaping the charity's objectives and planning its activities the trustees have paid due regard to the Charity Commission's guidance on public benefit and section 4 of the Charities Act 2011.

Reporting Serious Incidents

In line with the Charity Commission's guidance on reporting serious incidents, the trustees declare that during the year there were no serious incidents that they have failed to bring to the Commission's attention.

Future Plans

Chichester District Foodbank moved to new premises at the end of March 2025. A new tenant for the centre offices has been identified and finalisation of a lease agreement is ongoing. The trustees will continue to pursue opportunities to use the premises in furtherance of the charity's objectives, working in partnership with others.

Signed. T. C. S. _____

21st August 2025

T. C. Snow

TRUSTEE



CHARITY COMMISSION
FOR ENGLAND AND WALES

Transformation Centre

Receipts and payments accounts

CC16a

For the period
from

01/01/2024

To

31/12/2024

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					
Donations	1,775	-	-	1,775	1,886
Rent and Hire	23,501	-	-	23,501	17,255
Grant for Diversity Events	-	-	-	-	-
Interest	421	-	-	421	62
Insurance Claim	1,068	-	-	1,068	-
Refunds	187	-	-	187	-
Sub total (Gross income for AR)	26,952	-	-	26,952	19,184
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	26,952	-	-	26,952	19,184
A3 Payments					
Light and Heat	3,000	-	-	3,000	3,094
Water and Sewage	91	-	-	91	89
Routine Repairs and Maintenance	861	-	-	861	819
Cleaning and Supplies	2,478	-	-	2,478	335
Software and Computers	326	-	-	326	406
Marketing	300	-	-	300	-
Bank Charges	60	-	-	60	60
Diversity Events	-	1,414	-	1,414	1,136
Insurance	1,173	-	-	1,173	1,418
Gifts	151	-	-	151	65
Subscription - Safeguarding	60	-	-	60	-
Other payments	200	-	-	200	-
Alarm	381	-	-	381	360
Independent Examination	504	-	-	504	480
Major Repairs - Roof and floor	2,438	-	-	2,438	3,200
	-	-	-	-	-
Sub total	12,023	1,414	-	13,437	11,462
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	12,023	1,414	-	13,437	11,462
Net of receipts/(payments)	14,929	- 1,414	-	13,515	7,722
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	32,274	2,234	-	34,508	26,786
Cash funds this year end	47,203	820	-	48,023	34,508

Section B Statement of assets and liabilities at the end of the period

B1 Cash funds

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Bank Accounts	46,831	820	-
	-	-	-
	-	-	-
Total cash funds	46,831	820	-

(agree balances with receipts and payments account(s))

B2 Other monetary assets

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

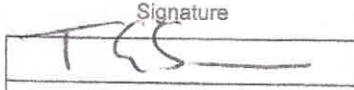
B4 Assets retained for the charity's own use

	Fund to which asset belongs	Cost (optional)	Current value (optional)
Building	Restricted	-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

	Fund to which liability relates	Amount due (optional)	When due (optional)
Independent Examiner's Fee	Unrestricted	500	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	T S N O U	21 Aug 2025

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/members of Transformation Centre on the accounts for the year ended 31st December 2024.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act), and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the organisation and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

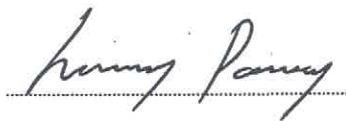
INDEPENDENT EXAMINER'S STATEMENT

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 130 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



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26th August 2025