

THE WOODHOUSE CENTRE
TRUSTEES' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025

THE WOODHOUSE CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

L Edser
C Emmott
S Farrell
C Harley
C Hedmann
S MacTavish (Treasurer)
M Newlan (Chair)

Charity number

1198197

Principal address

Hoskins Road
Oxted
Surrey
RH8 9HT

Independent examiner

Bruce Chapman FCA CTA
Roger Lugg & Co
12 - 14 High Street
Caterham
Surrey
CR3 5UA

THE WOODHOUSE CENTRE

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FOR THE YEAR ENDING 31 MARCH 2024

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Appendix A

The accounts are prepared in accordance with the Accounting and Reporting Regulations for Charities (2019) and the Charities (Accounts and Reporting) Regulations (2019).

Appendix B

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THE WOODHOUSE CENTRE

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their report and accounts for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and the relevant version of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Structure, governance and management

The Woodhouse Centre previously operated under a constitution adopted 31st March 1971, as amended 23rd September 1975, 13th December 1995 and 20th July 2004. The unincorporated charity was registered with the Charities Commission as registration number 262608.

The Woodhouse Centre was converted to a Charitable Incorporated Organisation, registering with the Charities Commission on 10th March 2022 and governed by its Association Constitution dated 8th March 2022. As the charity's work including its purposes and beneficiary class remain unchanged, these types of reconstruction should be treated as mergers subject to the conditions outlined in paragraph 27.13 of the SORP.

The assets and undertakings of the old charity registration number 262608 were transferred to the CIO on 30 June 2022.

The trustees who served during the year were:

L Edser
C Emmott
S Farrell
C Harley
C Hedmann
S MacTavish (Treasurer)
M Newlan (Chair)

The Trustees are appointed at the AGM. One third are required to retire at each AGM but can be re-elected for a maximum of three terms. The board can also appoint Trustees between AGM's when required.

Objectives and activities

The objects of the charity are to promote social inclusion for the public benefit by preventing people within Oxted and the surrounding area from becoming socially excluded, relieving the need of those people who are socially excluded and assisting them to integrate into society through the provision of facilities in which they can meet jointly or individually to undertake creative, physical or recreational activities, learn or pass on skills and knowledge and support each other socially.

For the purpose of this clause 'socially excluded' means being excluded from society, or parts of society, as a result of one or more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental).

The main activities undertaken for public benefit are the provision of facilities in which the public can undertake creative, physical or recreational activities, learn or pass on skills and knowledge. Members are able to support each other socially while being creative and finding a purpose thereby combatting isolation and improving mental health.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

THE WOODHOUSE CENTRE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Achievements and performance

The Centre continues to provide a valued drop-in craft and community space for all adults and backgrounds. We offer a friendly and creative place where people share or learn crafts. Membership is free and open to all abilities. A wide range of materials and equipment (often donated) is available to use. Members can learn, improve and pass on their skills at crafting, woodworking, knitting, sewing, upholstery and chair caning to name a few. We also offer volunteer run workshops throughout the year to encourage the learning of new skills.

The ultimate aim of the Woodhouse Centre is to bring people together, to build strong relationships and to help reduce social isolation.

Our woodwork based programme has particularly empowered older men who can often struggle in retirement or after injury to find purpose, share skills and form friendships, as our testimonials confirm. One participant describes it best; "The Shed is not just about making things, it is about making life meaningful again."

We embrace sustainability at every turn. We are the local "Repair Shop" allowing people to keep loved items for longer and keep out of landfill. Our upholstery and caning departments bring new life to cherished furniture. One happy customer said, "I grew up with this stool and now your wonderful upholstery team has given me the opportunity to see my grandchildren use it".

We continue to look for alternative outlets to market the items for sale both online and via local outlets. This year we have revamped our website and greatly increased our presence on social media to both sell items and raise awareness of what we do.

Creative workshops are now a regular feature at The Woodhouse Craft Centre and help attract more people to the centre and raise vital funds for the centre. We are very grateful to two new highly skilled volunteers who have joined in the last year, expanding the number and variety of courses we've been able to offer through their creativity and enthusiasm! Workshops ranging from embroidery to block printing to sewing a bucket hat have encouraged creativity in the local community and brought new members to the centre. Learning a new skill and creating something with it helps build confidence, a sense of well-being, achievement and pride. One participant said, "Oh, everybody has been admiring my bag and I've been telling them, I made it myself at the Learn to Sew workshop." (AB, 40).

Last year we undertook a huge project to refurbish the main hall in Woodhouse Craft Centre after 30 years. This year we were incredibly grateful to the Morrisons Foundation for their generous grant which enabled us to install ceiling sound panels which has greatly improved the acoustics in the hall. We are looking forward to utilising the rest of the grant to transform the garden area beside the building, to create an even more welcoming space and different activities for everyone to enjoy.

It costs a lot to keep the centre running smoothly and we are so grateful to all our local supporters in the community for their donations however big or small. We are also very thankful for the regular support and generous donations from local organisations, Titsey Rotary, Tandridge Community Fund, the Oxted Pram Race, Kirkwood Memorial Fund and Churchill Retirement Living. Thank you too to the Surrey Freemasons for their generous donation after electing us as their charity for the year. Your generosity has been felt by every one of our members and their families.

Average monthly attendance is now between 375 and 400 members. These members create long lasting friendships and find a sense of purpose in the items they create in the centre or the workshop. We believe in the benefit of inter-generational socialising. Our membership reflects this, ranging from teenagers (summer placements) to 100 year old crafters. We welcome people transitioning between jobs or retiring, offer support and a purpose when a life-long partner has died or provide some creative "me" time space when the children are at school. Members often mention that they feel happier after a visit to the Centre.

THE WOODHOUSE CENTRE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Financial review

These accounts cover the year to 31 March 2025 in which we made a loss of £4k which was in line with expectations.

Total income for the period came to £48.5k, a large portion (over £21.8k) of which came from donations and grants. We are very thankful to the individuals and local organisations that have supported us during the year: the Morrisons Foundation, Churchill Retirement Living, the Surrey Freemasons, Tandridge Community Fund, Titsey Rotary, The Oxted Pram Race, Oxted Parish Council to name a few.

Our members create items that we can sell, or fix items on commissions from the public; the funds generated help cover some of the costs of running the centre. £14.5k (up from £11k last year and 30% of total income) was raised from work done in the Centre and the Shed; a remarkable effort and a testament to the hard work and dedication of our members and volunteers.

Rental income of £8k from hiring out the hall to local groups made up 16% of total income. One of our hirers is the Oxted Country Market; this is a great partnership with a group of fellow creatives giving us a chance to sell member-made goods every Friday morning.

Regular open mornings have not only encouraged new members but have also raised some additional funds from raffles and cake sales in addition to the goods sold.

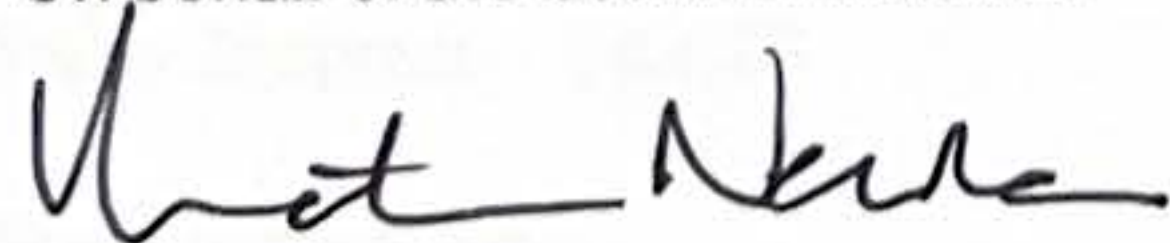
Craft workshops for the public are now a regular part of The Woodhouse Craft Centre calendar. These generated a net income of £2k (last year £1k) as well as some new regulars to the centre.

Total expenditure for the year was £52.5k. £5k of this was for the soundproof panels which was the final stage of the hall refurbishment and covered by the Morrisons grant. £3.8k was spent on materials and equipment for the centre; with some items of equipment covered by generous donations. The biggest regular expense we have is salaries for the two part time staff and we are hugely grateful for everything Liz and Sarah do for the Centre, creating a welcoming environment, constantly thinking of new activities, products and sales opportunities, as well as keeping everything running smoothly. Many running costs have increased such as electricity and heating, cleaning costs and materials for items being made.

We finished the year with £44k in reserves which is in line with our policy to keep at least 9 months of expenditure in reserves. It costs over £40k a year to keep The Woodhouse Craft Centre running so despite a good level of reserves we do need to keep fundraising wherever possible as we are only generating enough income to cover half of this.

We are hugely grateful to all our members for working so hard and our donors for their generosity which means we are in a good financial position to keep offering a regular, safe and welcoming place for local people to meet and be creative together, combatting loneliness while keeping busy!

On behalf of the board of trustees



M Newlan (Chair)

Chair of Trustees

Dated: 20/11/25

THE WOODHOUSE CENTRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE WOODHOUSE CENTRE

I report on the accounts of the charity for the year ended 31 March 2025, which are set out on pages 5 to 10.

Your attention is to drawn to the fact that the charity has prepared the accounts (financial statements) in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn. We understand that this has been done in order for the accounts to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) 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
- (iii) to state whether particular matters have come to my attention.

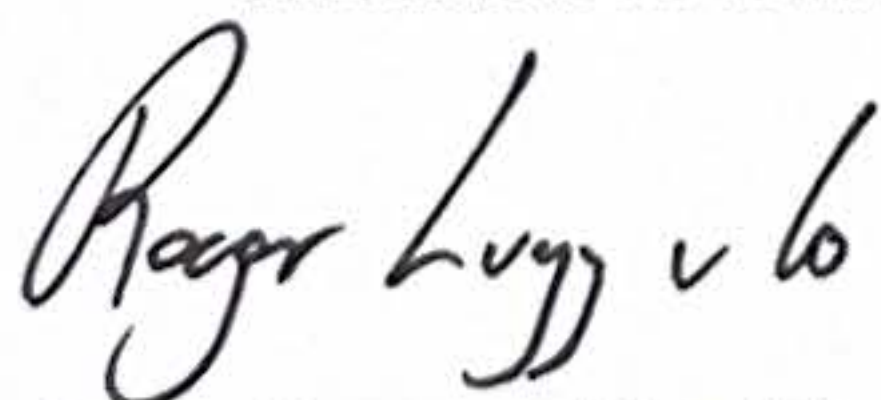
Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 you as 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 connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Bruce Chapman FCA CTA

Roger Lugg & Co
12 - 14 High Street
Caterham
Surrey
CR3 5UA

Dated: 25/11/2025

THE WOODHOUSE CENTRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2025

		Unrestricted funds	Restricted funds	31 March 2025	31 March 2024
	Notes	£	£	£	£
Incoming resources from generated funds					
Donations, grants and other voluntary income	2	15,781	7,490	23,271	31,130
Trading Activities	3	16,638	-	16,638	12,645
Rental and interest income	4	8,580	-	8,580	10,747
Total incoming resources		40,999	7,490	48,489	54,522
Resources expended					
Costs of generating funds	5				
Trading costs	3	3,812	-	3,812	2,663
Net incoming resources available		37,187	7,490	44,677	51,859
Charitable activities					
Direct Charitable Expenditure		40,674	4,906	45,580	55,715
Support costs		3,114	-	3,114	3,638
Total resources expended		47,600	4,906	52,506	62,016
Net (expenditure)/income for the year/ Net movement in funds		(6,601)	2,584	(4,017)	(7,494)
Fund balances at 1 April 2024		48,080	-	48,080	55,574
Fund balances at 31 March 2025		41,479	2,584	44,063	48,080

THE WOODHOUSE CENTRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds £	Restricted funds £	31 March 2025 £	31 March 2024 £
<u>Incoming resources from generated funds</u>					
Donations, grants and other voluntary income	2	15,781	7,490	23,271	31,130
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Fund balances at 1 April 2024		48,080	-	48,080	55,574
Fund balances at 31 March 2025		41,479	2,584	44,063	48,080

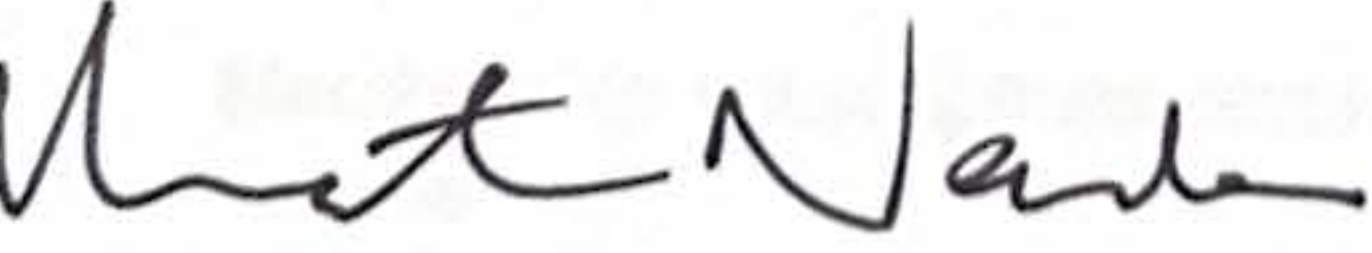
THE WOODHOUSE CENTRE

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
Current assets					
Debtors	10	2,353		352	
Cash at bank and in hand		43,485		47,728	
		45,838		48,080	
Creditors: amounts falling due within one year	11	(1,775)		-	
Total assets less current liabilities		44,063		48,080	
Income funds					
Restricted funds		2,584		-	
Unrestricted funds:		41,479		48,080	
		44,063		48,080	

The accounts were approved by the Trustees on 20/11/25



M Newlan (Chair)
Chair of Trustees

THE WOODHOUSE CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts (financial statements) have been prepared in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the relevant version of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

1.2 Incoming resources

Donations, grants and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement. Donations made for a specified purpose are included within restricted funds.

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Membership subscriptions received in the nature of a gift are recognised in donations and other voluntary income.

Income from interest is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

Income from trading activities is included in the accounts once the charity has provided the related goods or services.

2 Donations, grants and other voluntary income

	Unrestricted funds £	Restricted funds £	Total 2025 £	Total 2024 £
Donations and subscriptions	3,121	-	3,121	22,358
Grants	7,400	7,490	14,890	4,031
Fundraising events	1,501	-	1,501	1,879
Gift Aided donations	3,759	-	3,759	2,862
	<u>15,781</u>	<u>7,490</u>	<u>23,271</u>	<u>31,130</u>

THE WOODHOUSE CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

3 Trading Activities

	2025 £	2024 £
Income for work undertaken	16,638	12,645
Fundraising trading: costs of goods sold	(3,812)	(2,663)
	<u>12,826</u>	<u>9,982</u>

4 Rental and interest income

	2025 £	2024 £
Rental income	7,983	10,092
Interest receivable	597	655
	<u>8,580</u>	<u>10,747</u>

5 Total resources expended

	2025 £	2024 £
Costs of generating funds		
Fundraising trading: costs of goods sold	3,812	2,663
Charitable activities		
Activities undertaken directly	45,580	55,715
Support costs	3,114	3,638
Total	<u>48,694</u>	<u>59,353</u>
	<u>52,506</u>	<u>62,016</u>

THE WOODHOUSE CENTRE

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

6 Activities undertaken directly

	2025 £	2024 £
Other costs relating to comprise:		
Travel expenses	-	80
Outings	-	145
Rent	207	185
Gas, water, electricity and rates	5,490	4,971
Insurance	546	1,521
Cleaning	6,586	3,625
Equipment and Repairs	3,014	1,153
Centre Staff Salaries and NI	23,200	22,795
Refreshments	552	539
Service Contractors	827	671
Training	250	-
Sundry expenses	2	-
Expenditure out of restricted funds - centre refurbishment	4,906	20,030
	<u>45,580</u>	<u>55,715</u>

7 Support costs

	2025 £	2024 £
Office costs	2,978	3,239
Advertising	136	399
	<u>3,114</u>	<u>3,638</u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the period.

9 Employees

There were 2 employees during the year. There were no employees whose annual remuneration was £60,000 or more.

THE WOODHOUSE CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

10 Debtors	2025 £	2024 £
Trade debtors	749	-
Prepayments and accrued income	1,604	352
	<u>2,353</u>	<u>352</u>

11 Creditors: amounts falling due within one year	2025 £	2024 £
Trade creditors	897	-
PAYE	659	-
Accruals	219	-
	<u>1,775</u>	<u>-</u>