



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 13/9/2022 To 30/9/2023**

**Charity name: Whyteleafe Community Hub**

**Charity registration number: 1200355**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote for the benefit of the inhabitants of Whyteleafe and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.
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	Provision of Food Bank, community activities to improve the local environment, and community events.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit. They are aware of the guidance and have taken it into account when relevant.

## 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	<p>The main achievements of the charity during the previous year are:</p> <ul style="list-style-type: none"> <li>• Operating a Food Bank to provide local people in need with food and other suppliers. This has successfully provided its service on a weekly basis to reduce hunger in the area.</li> <li>• Provided a community event in celebration of the Coronation of King Charles III. This included various groups within the community and people from the community to provide the opportunity to come together in celebration and build community spirit.</li> <li>• Provided advice and guidance to local people in need of access local services for their benefit.</li> </ul>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The Whyteleafe Community Hub holds financial reserves to support the organisation through unforeseen events which may adversely affect income or expenditure within a financial year. Such funds will provide adequate working capital, cover unexpected shortfalls in income, and better enable the charity to cope with negative unforeseen circumstances.</p> <p>The Trustees have set a reserves policy which requires reserves to be maintained at a level equivalent to three months running costs. A proportion of those reserves are to be maintained in a readily realisable form.</p>
Amount of reserves held	Para 1.22	£1000
Reasons for holding zero reserves	Para 1.22	Not Applicable
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Charity Constitution
How is the charity constituted?	Para 1.25	Foundation Charity Incorporated Organisation (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	<p>Trustee are proposed and selected from nominations by an existing Trustee. The Trustees will review that nomination and consider the nomination based on the individuals knowledge / experience and how they support the Charity's purpose.</p> <p>Proposed Trustees must undertake a period of 6 month training and induction before being accepted as a Trustee. During this period, they can act as a Trustee except where it directly impacts the constitution, or it is a duty explicitly stated in the constitution.</p>

## Reference and Administrative details

Charity name	Whyteleafe Community Hub
Other name the charity uses	None
Registered charity number	1200355
Charity's principal address	96 Whyteleafe Hill Whyteleafe, Surrey CR3 0AE

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sarah Parker	Vice Chair	-	-
2	Ian West	Charity Secretary	-	-
3	Sara Jones	Chair	-	-
4	Grace Ricucci	-	-	-
5	Rob Bamforth	Treasurer	-	-

## Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

## Funds held as custodian trustees on behalf of others

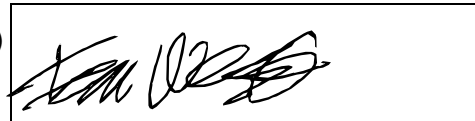
Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not Applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not Applicable

## 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)

IAN WEST

Position

CHARITY SECRETARY

Date

30/07/2024



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Whyteleafe Community Hub

No (if any)  
1200355

CC16a

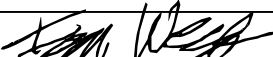
## Receipts and payments accounts

For the period from	Period start date 13/09/2022	To	Period end date 30/09/2023
------------------------	---------------------------------	----	-------------------------------

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations and Grants	13,908	-	-	13,908	-
<b>Sub total</b> (Gross income for AR)	13,908	-	-	13,908	-
<b>A2 Asset and investment sales, (see table).</b>					
-	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	13,908	-	-	13,908	-
<b>A3 Payments</b>					
General and Administration	371	-	-	371	-
Groceries	3,252	-	-	3,252	-
Events	5,016	-	-	5,016	-
<b>Sub total</b>	8,640	-	-	8,640	-
<b>A4 Asset and investment purchases, (see table)</b>					
-	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	8,640	-	-	8,640	-
<b>Net of receipts/(payments)</b>	5,268	-	-	5,268	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	4,561	-	-	4,561	-
<b>Cash funds this year end</b>	9,829	-	-	9,829	-

## 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 £
<b>B1 Cash funds</b>	Bank Account	9,829	-	-
	<b>Total cash funds</b>	9,829	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	-	-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	-	-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	-	-	-	-
	-	-	-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	-	-	-	-
Signed on behalf of all the trustees	Signature	Print Name	Date of approval	
		IAN WEST	30/07/2024	