

# ADASTRA HALL HASSOCKS COMMUNITY ASSOCIATION

England & Wales · Charity number 1201464

## Details

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Other names	ADASTRA HALL
Status	Registered
Legal form	CIO
Registered	2022-12-29
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Adastra Hall Keymer Road Hassocks West Sussex BN6 8QH
Phone	07764531246
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Website	<a href="http://www.adastrahall.com">www.adastrahall.com</a>

## Activities

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**Objects:** (A) TO PROMOTE THE BENEFIT OF THE INHABITANTS OF HASSOCKS AND NEIGHBOURHOOD WITHOUT DISTINCTION OF SEX OR POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING THE LOCAL AUTHORITIES VOLUNTARY ORGANISATIONS AND INHABITANTS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTEREST OF SOCIAL WELFARE FOR RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE. (B) TO ESTABLISH OR TO SECURE THE ESTABLISHMENT OF A COMMUNITY CENTRE AND TO MAINTAIN AND MANAGE SUCH A CENTRE FOR ACTIVITIES PROMOTED BY THE ASSOCIATION.

**Activities:** Operation of a community centre, Adastra Hall

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Recreation
- **Who:** The General Public/mankind

## Geography

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- West Sussex

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£233,744	£305,172	-	-
2024-03-31	£193,308	£141,640	-	-

## Trustees

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Name	Role	Appointed
<b>Christopher Patrick Hobbs</b>	Chair	2022-11-16
Barbara Irene O'Rourke		2022-11-16
DAVID JAMES FRANCIS FENNELLY		2023-01-03
Debra Anne Harris		2022-11-16
Lara Ann Thompson		2022-11-16
Stella Dorothy Jenner		2022-11-16
Susan Margaret Hatton		2022-11-16
linda hawkins		2023-01-03

**ADASTRA HALL HASSOCKS COMMUNITY ASSOCIATION**

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# Accounts

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## **Adastra Hall Hassocks Community Association CIO**

Report to the Annual General Meeting

16th September 2025

Chris Hobbs - Chairman

I am pleased to be able to share with you this evening my Chairman's report for the first full operating year for the Adastra Hall Hassocks Community Association CIO. Back in September 2022, when I became Chairman, I outlined a range of priorities for our organisation that focussed on the following points.

- 1) Make sure we are doing the right thing by our organisation, volunteers and staff
- 2) Drive the revenues generated by the hall
- 3) Invest to make our hall more efficient
- 4) Invest to make our hall safer, and more attractive to hirers

Here we are 3 years later and I think we can look back and be extremely proud of what we have achieved for our community. We continue to deliver on every single one of these measures - here are some of the highlights for 2024-25.

- 1) Make sure we are doing the right thing by our organisation, volunteers and staff
  - This is the first full trading year of our Charitable Incorporated Organisation, and this year we finally closed Hassocks Community Association, its fore-runner. This provides our trustees and employees a little more safety in the operation of the hall.
  - The appointment of Bernard O'Rourke as our 2nd employee to manage facilities and meeting and greeting casual hirers.
  - Paying above the minimum wage, offering flexible working arrangements and ensuring that pay is made on time, every month with tax properly accounted for. Providing our staff with the right equipment to do the job - not least working 'phones and computers.
  - Ensuring that we maintain proper documentation as required by law. Be that insurance, risk assessments, having clear hirer policies and procedures.
  - Staying loyal to our contractors, treating them fairly and with respect but recognising these are commercial contractors and we must do the best, always for our charity.
  - Ensuring that we have the processes in place to ensure that our organisation remains "safe" - paying for the right legal advice, and project management resource. Ensuring that our insurances during our building works cover us for what we need, and so on.
- 2) Drive the revenues generated by the hall.

- We continue on our journey of booking and revenue growth with another successful year, despite the Green Room being closed for 3 months between April and June. .
- An 11% increase in bookings to 1149 events; and a 22% increase in booking revenue to £61,930 - a record - at a time when we introduced a reduced price for our regular Monday - Thursday community hirers in the main hall.
- A 45% increase in revenue from Extras to £2,110 - the new projector in the Green Room, the projector screens, and the green room party lights have paid for themselves already.
- We moved from Barclays Bank to Virgin who operate on-line and allow us to bank cash locally. We also earned £744 in interest despite our balances reducing heavily.

### 3) Invest to make our hall more efficient

- This year we moved further to remove gas from our energy mix replacing the oven in the main kitchen for electric, and the heating in the Green Room to infra-red.
- We moved you an electricity provider, Octopus, who give us 100% green energy.
- Furthermore, we introduced card payment for the table tennis and short mat bowls groups, reducing the amount of cash we have to handle and bank and meaning that those group users don't have to always have cash to play.
- And we introduced Saturday morning weekend key handovers, and a mechanism by which we can charge people more from their deposits if things go wrong.

### 4) Invest to make our hall safer, and more attractive to users.

- We completed our major project, the Green Room redevelopment in June 2024 at a cost of just under £370,000 and the room quickly filled with regular hirers paying a higher rate than the previous Green Room due to the increased capacity and quality of the environment.
- We replicated the access control arrangements from the front of the building allowing safe access and control of entry for our hirers.
- Following an incident at the hall in February 2024, we extended our access control arrangements to limit access to the kitchen area only to keyholders.
- During the year we applied for and won grant funding from Mid Sussex District Council of £250,289 for the 2nd part of our major hall improvements - the toilet extension. We contracted this work at the end of the financial year and work started in June 2025. 3 months later and I can confirm that the work is now complete.

I am immensely grateful to those people who make this hall run smoothly.

Firstly our staff - Emily and Bernard who go above and beyond to make our hall work for our hirers. We continually adopt, adjust and improve our processes and this is a team effort dealing with hundreds of enquiries and over 1,000 bookings each year. Thank you.

Our volunteers - Heather and Howard who lead the Short Mat Bowls, Anthony and Phil who lead the Table Tennis have done a sterling job keeping these important groups running for us. Thank you, and have a pat on the back for your efforts.

And finally our 9 trustees - a very big thank you indeed for your work, on behalf of our community. Even if your contribution extends to only attending a few meetings, thank you. Your votes and direction are important. However, I would like to extend additional thanks to a few of our trustees. Sue Hatton and Stella Jenner, who has been involved in decades of AGM's as trustees, and special thanks to Stella who stepped forward to help deal with the cash transactions this past year. Next - Debbie Harris, who quietly gets on with the tedious task of making payments, receiving payments and managing our accounting function. And finally to Carolyn Barton who after 4 years is stepping down from the role of Secretary. That really, really underplays what you have been doing for us. My sounding board, the voice of reason, proof reader of grant applications, chaser of grant funds, building specialist, maintenance guru, finder of good value architects and critical eye over details. We will miss you and all wish you well in your many many other projects.

We mustn't of course, forget our hirers who have been on this journey with us. They are at the core of everything we do; if we don't have hirers we don't have a hall and we can't deliver our facility to the residents of Hassocks if there is nothing to put in it. And nothing for the residents of Hassocks to come and enjoy, or learn, or meet.

I remember one day, early in 2024 standing in the pouring rain as the Green Room extension progressed with some exciting drainage survey work. In the main hall, the Dementia Choir was singing, and dancing. I was totally moved by what I saw and heard. This is why we do what we do. We provide a quality environment to bring communities together. Somewhere safe, somewhere warm. Be it youngsters coming to play toddler football at Tiny Tekkers on a Friday, the Youth Club on a Thursday, Monday morning Hartbeeps, Drama on a Wednesday night, or ballet on Monday and Tuesdays. Those who come to learn piano, guitar, art, how to save lives, or Jive, or learn ballroom. Those who come to socialise at WI, U3a, Friday night Bingo, Games club, Monday Natters, Craft, or those who come to vote, or give blood, or exercise, or learn to look after their baby - or party - engagement parties, weddings, baby showers, 1st birthdays, 2nd birthdays, 5th birthdays, 30th, 40th, 50th, 60th, 80th birthdays. And wakes. Thank you and whilst we hope you really enjoy your hire, we just hope that you recognise that our charity, our volunteers do this for you.

In summary - an exceptional first full trading year for our charity and we continue to be well placed to deliver for our hirers and our residents for many years to come.

**Adastra Hall Hassocks Community Association**  
**Receipts and Payments for the Year ended 31 March 2025**

ITEM	31 March 2025	31 March 2024
<b>Receipts</b>		
Hall Hire	61,930.00	48,440.63
Grants/Donation (list1)	160,633.63	172,566.72
Table Tennis, Short Mat Bowls	7,323.45	6,069.79
Extras inc Lights, AV, piano	2,110.00	1,180.00
Other receipts	1,002.52	4,189.23
Interest, cashback	744.41	855.26
Transfer		
<b>Total Receipts</b>	<b>233,744.01</b>	<b>233,301.63</b>
<b>Payments</b>		
Cleaning staff inc window cleaners	8,384.50	7,905.00
Cleaning Materials	1,116.41	1,810.33
Waste	1,815.23	1,675.18
Hall staff inc Booking Sec, Maintenance and locking up	11,358.68	7,012.93
Licences	1,314.76	1,260.76
Insurance	2,082.67	2,095.82
Energy	4,522.48	5,228.69
BT/WiFi/Mobiles/Ionos cloud	695.81	526.55
Water, sewerage	1,380.85	630.55
Table Tennis tables	1,349.99	0.00
Maintenance (list2)	7,989.67	6,782.95
Hall improvements	5,040.94	0.00
Hearing Loop	0.00	1,187.22
Solar Panels and Batteries	0.00	38,544.71
Toilet Extension	1,201.80	0.00
Green Room build/Finish	254,673.84	115,180.03
Admin inc Hpink, card reader, conference, sundries	515.39	0.00
Various Misc expenses		1,144.46
Defibrillator Contribution and AV equipment	1,729.54	
<b>Total Payments</b>	<b>305,172.56</b>	<b>190,985.18</b>
<b>Profit/(loss) for the Year</b>	<b>(71,428.55)</b>	<b>42,316.45</b>

<b>Bank Balances</b>		
Balance as at 31 March 2024	85,522.00	43,205.55
Balance as at 31 March 2025	14,093.45	85,522.00
Movement in Bank balances	(71,428.55)	42,316.45
Made up of		
Current a/c	9,084.68	85,522.00
Savings a/c	5,008.77	

**Independent Examiners comments**

I have examined the accounts for Adastra Hall Hassocks Community Association and can confirm that the Receipts and Payments listed above accurately represents the transactions for the year ended 31 March 2025.

A full audit was not required but due to the large sums of money involved with building work I have checked that all payments to the main contractor are supported by Invoices and confirm these match to the expenditure recorded.

Richard Wolff ACMA 14 August 2025

**List 1**

MSDC S106  
 Rotary club  
 W.I.Hassocks

**List 2**

Elements Heating  
 Pyrotec  
 HPW Electrical  
 Handyman  
 Danfire  
 Doors/locks/keys  
 Garden/tree work  
 General sundries

**ADASTRA HALL HASSOCKS COMMUNITY ASSOCIATION**

England & Wales - Charity number 1201464

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# Accounts

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**ADASTRA HALL HASSOCKS COMMUNITY ASSOCIATION  
ANNUAL GENERAL MEETING  
TUESDAY 03 SEPTEMBER 2024 - ADASTRA HALL HASSOCKS  
MINUTES**

**Present**

Sue Hatton	(SH)	President HCA/Trustee
Stella Jenner	(SJ)	Vice President HCA/Trustee
Chris Hobbs	(CH)	Chair HCA (Trustee)
Debbie Harris	(DH)	Committee Member/Trustee
Carolyn Barton	(CB)	Secretary HCA
David Fennelly	(DF)	Committee Member
Linda Hawkins	(LH)	Committee Member
Barbara O'Rourke	(B'O)	Committee Member/Trustee/WI
Emily Hilson	(EH)	Booking Secretary
Bernard O'Rourke	(B'OR)	Facilities Manager

Marie Fraser		Hassocks, Hurst, Ditchling U3A
Beverley Barrell		Hassocks Circle Dance
David Saunders		Strictly Dance Magic
Ruth Saunders		Strictly Dance Magic
David Farrant		Debonair Dance
Garet Newell		Feldenkrais

9. Adoption of AHHCA accounts: Treasurer's Report. (DH)

Accounts had been circulated all those present (DH) pointed out that the accounts had been 'examined' rather than audited as stated in the minutes of the last AGM. (CB) noted the comment. Future references to the accounts would contain the correct description. (DH) reiterated her comments presented in the Annual General Meeting of HCA.

There being no questions, the accounts were approved and accepted. Proposed (SJ). Seconded (B'OR).

10. Chairman's Report. (CH)

(CH) referred to the report previously circulated to all present.

"2023 - 2024 has been a milestone year for Adastral Hall, with a change in charitable structure, substantial investment in the building and record turnover.

This charity, formed in late 2022, commenced operations in August 2023, with the signing of a new 25 year lease for Adastra Hall from the Parish Council.

In the eyes of our hirers, the transfer was pretty much seamless. Our new charity had inherited a most excellent dowry - a beautiful Hall with many bookings and regular hirers, and ambitious plans for extension and improvement.

The plans focused firstly on the Green Room and toilet block extensions. Amended planning permission for both was granted in October 2023. We then applied for and received grants from Mid Sussex District Council, Hassocks Parish Council, the Bernard Sunley Foundation, and the Ernest Kleinwort Foundation. We also received a substantial donation from a local resident and practical support from South Downs Nurseries. This all followed a competitive tender process run by our appointed Quantity Surveyors. Unfortunately, it became clear quite quickly that we would be unable to afford to complete the Green Room and toilet block projects at the same time. However, due to the level of funding available, work on the Green Room extension commenced in February 2024. This work continued past the end of the financial year, but was practically completed in June 2024. It may be of interest that the total build cost for the Green Room extension alone was way in excess of the original build cost of the Hall 36 years previously.

In addition to this construction work, we were able to replace the tables in the Committee Room, and purchase new tables and chairs for the Green Room late in 2023 - as we were awarded a National Lotteries Community Grant.

Because the Green Room was out of action from the end of February 2024 for four months, we placed a number of our regular bookings within Parish Council facilities. Other groups, such as Short Mat Bowls, were able to move to Thursdays and with some give-and-take, every one of our regular hirers was accommodated to their satisfaction. We thank everyone for their support, patience and understanding during that difficult period. Whilst our bookings had been strong, it was particularly pleasing to see that our regular hirers, who form the solid base on which our Hall runs, remain committed to supporting us. Indeed, during this period we have successfully grown the number of booking events at the Hall to over 1,000 per annum.

Our Short Mat Bowls and Table Tennis groups have new leaders, and their work has served to increase the number of attendees, and subsequent revenue generated for the Hall. We have also this year been gifted two 'new-to-us' short mat bowls mats from Washington Village Hall, and in 2024 we will invest in replacing a number of table tennis tables. Thank you to Heather and Howard, and Anthony, Phil, Martin and Valerie for their work as volunteers to our charity running these sessions.

In October 2023 we revived an event that had fallen by the wayside - 'Hassocks On Show'. Nearly 40 local groups and societies took stands and table space in the Hall on a very wet Saturday and WI sold refreshments. Despite the terrible weather, the event was a great success with large numbers of all ages attending, participants gaining new members and funds being raised for the WI and Teddy Appeal.

Finally, I would like to pay tribute to our committee of 9 Trustees who agreed to stand at the formation of the CIO, and specifically to Debbie as Treasurer and Carolyn as Secretary with responsibility for the maintenance of our building. The 3 of us, delegated by the Trustees, along with our paid staff carry the day - to - day responsibility for the Hall's operations and we are constantly working together to sort out operational issues."

There being no questions, the report was approved and accepted. Proposed (B'OR). Seconded (DF).

11. Appointment of auditor (DH)

Richard Wolff had been acting voluntarily as Adastra Hall's accountant for many years. His reappointment was unanimously approved. Proposed (DH). Seconded (LH).

12. Appointment of Chair, Vice-Chair, Secretary and Treasurer

(CH) Chair; (SJ) Vice Chair; (CB) Secretary and (DH) Treasurer were all willing to stand again as officers.

All were voted en bloc back onto the committee in their respective roles. Proposed (B'OR); seconded (DF).

13. Election of committee:

All existing committee members expressed their agreement to stand for another year. All were voted en bloc back onto the committee for another year. Proposed (DH). Seconded (CH),

14. Items from the floor:

David Farrant (DF) of Debonaire Dance brought up the subject of hirer risk assessments which had been asked for recently as part of an imperative from the charity's insurance brokers. (DF) queried the need for one and also stated that as his group was non profit making it should be exempted. However (CH) explained that it was essential for each hirer to draft a simple but accurate RA as a requirement of the insurers. This would then be held on file by AHHCA. (DF) also pointed out that the Hall's website was not up to date and did not show the existence of a recent Fire Risk Assessment. The last FRA of which (DF) was aware was one compiled by him a number of years ago and related to the Green Room (GR) in its old format, before extension work. He asserted that lack of an up to date FRA posed a considerable risk and should be rectified. (CB) explained that a new FRA had been commissioned which included the recently completed (GR). She added that the entire premises including the (GR) had also been the subject of a West Sussex Fire Brigade inspection recently and only minor points were reported back from them as recommendations. The new FRA would be uploaded to the website shortly.

15. Any Other Business:

None.

The Chairman thanked everyone for coming and closed the meeting at 7.45pm

**ADASTRA HALL RECEIPTS AND PAYMENTS FOR YEAR TO 31ST MARCH 2024**

Item	All Accounts as at 31/03/24	HCA as at 30/06/23	AHHCA as at 31/03/24	as at 31/03/23
<b>RECEIPTS</b>				
Hall Hire	48,440.63	7,595.00	40,845.63	41,818.00
Grants/Donation (HCA)	172,566.72	31,528.00		1,449.38
Grants/Donation (AHHCA)			141,038.72	
Table Tennis, Short Mat Bowls	6,069.79	545.27	5,524.52	5,821.37
Hire of Lights, PA, Piano etc.	1,180.00	175.00	1,005.00	1,380.00
Other receipts	4,189.23	150.00	4,039.23	1,157.50
Interest	855.26	0.00	855.26	
Transfer				15,785.25
<b>Total Receipts</b>	<b>233,301.63</b>	<b>39,993.27</b>	<b>193,308.36</b>	<b>67,411.50</b>
<b>PAYMENTS</b>				
Wages inc window cleaner	7,905.00	1,775.00	6,130.00	8,021.50
Cleaning Materials	1,810.33	317.00	1,493.33	1,306.51
Waste	1,675.18	1,675.18	0.00	821.70
Booking Secretary	6,952.93	1,560.00	5,392.93	7,700.00
Locking Up	60.00		60.00	200.00
Premises and Music Licence	1,260.76		1,260.76	1,368.79
Insurance	2,095.82	207.20	1,888.62	1,706.04
Electricity	2,597.07	1,217.94	1,379.13	3,836.62
Gas	2,631.62	491.65	2,139.97	3,689.64
BT/WiFi	526.55	122.22	404.33	546.04
Water/Sewerage	630.55		630.55	1,462.18
Maintenance	6,782.95	1,102.29	5,680.66	6,744.00
Hall improvements 22/23				35,257.37
Hearing Loop	1,187.22	1,187.22		
Security Strike Plate	491.46	491.46		
Solar Panels	25,710.71	25,710.71		12,848.44
Solar Batteries	12,834.00	12,834.00		
Green Room extension	108,305.95		108,305.95	4,785.00
Green Room Furnishing	6,874.08		6,874.08	6,276.16
Booking Secretary Expenses	165.53	165.53	0.00	137.32
Various Misc Exps	487.47	487.47		4,803.07
<b>Total Payments</b>	<b>190,985.18</b>	<b>49,344.87</b>	<b>141,640.31</b>	<b>101,510.38</b>
<b>Profit for the year</b>	<b>42,316.45</b>	<b>(9,351.60)</b>	<b>51,668.05</b>	<b>(34,098.88)</b>
Opening Bank Balances	42,205.55	42,205.55		76,024.00
Transfer from HCA to AHHCA		(30,278.00)	30,278.00	
Barclays transfer to Virgin			3,575.95	
Prior year cheques	1,000.00	1,000.00	0.00	0.00
Closing balance	85,522.00	3,575.95	85,522.00	42,205.55
Made up of				
Closing Bank Balance per Barclays	252.00	3,575.95	252.00	
Closing Bank Balance per Virgin	85,270.00	0.00	85,270.00	42,205.55
<b>HCA</b>				
TWG	250			
John Gargett estate	1000			
LoCase (Solar)	20000			
ACRE	10278			
<b>AHHCA</b>				
C Hobbs	150			
Lottery	9135			
Anon Donation	12500			
Ernest Klein	6000			
MSDC 1st	5333.52			
Bernard Sunley	15000			
Hassocks PC	30000			
MSDC 2&3	62920.2			

**Independent Examiners comments**

I have examined the accounts for Hassocks Community Association and Adastra Hall Hassocks Community Association and can confirm that the Receipts and Payments listed above accurately represents the transactions for the year ended 31 March 2024.

**Richard Wolff ACMA**