



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period 2022-2023

From April 2022
Period end date

Period start date To March 2023

Charity name:Chorleywood Community Arts Centre

Charity registration number:264413

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To educate the public in the arts & art sciences & provide facilities for them to experience art activities
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	Each week we run 11 pottery groups and 6 art groups allowing over 120 people to experience creating art. In addition, several groups run on Saturdays and school holidays for children.
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 regard to the public benefit and positively encourage participation

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not relevant, other than waiving fees in cases of hardship
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	All groups are run by volunteers, all technical requirements of firing pottery dealt with by volunteers, as well as supply ordering and premises management. There are no paid workers, other than a cleaner.
Other		

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	Creating an environment where over 120 local people can have a creative outlet. We are a membership charity and thus we benefit our members. Our workshops are open to members and non members alike and many have been run on a variety of subjects from mug making to lino cutting to children's art sessions.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Other		
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity is in a healthy financial position
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold reserves as we own the building, a deconsecrated, 130 years old, Methodist chapel. Such buildings require considerable maintenance and we are currently working on accumulating enough to improve access for elderly and disabled people
Amount of reserves held	Para 1.22	about £86,000
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	there are no concerns

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our main source of income is from membership subscriptions and fees for attending sessions. Occasional hall hire also contributes.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	Major repairs for the building
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution agreed and occasionally altered at AGM of 11 members
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	membership charity
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	Election of Chair, Treasurer and Secretary and co option of other Trustees as required

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Chorleywood Community Arts Centre
Other name the charity uses	
Registered charity number	26443

Charity's principal address	Chorleywood Community Arts Centre Colleyland Chorleywood WD3 5LL

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	Monica Harrison	Chair		members of Charity
2	Lesley McHale	Secretary		members of Charity
3	Morag Watkins	Treasurer		members of Charity
4	Sonbol Perfitt			
5	Caroline Jennings			
6	Sophie Finn			
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
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As above		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Morag Watkins	
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Full name(s)	Morag Margaret Watkins	
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Position (eg Secretary, Chair, etc)	Treasurer	
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Date	July 31 2024
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Accounts for year ending March 31st 2023		
MONEY IN	2021-2022	2022-2023
Annual Subscriptions	3283.50	3463.00
Session fees	14314.66	19599.43
Hall hire	0.00	784.00
Donations	681.60	40.00
Workshops/ sales/exhibitions	1394.00	3239.18
Interest	49.63	225.27
Utility credit	64.81	0.00
Clay	1270.70	1564.93
Total	21058.90	28915.81
MONEY OUT		
Housekeeping Supplies	357.83	65.91
Maintenance incl redecoration	7501.02	6956.92
Refurbishments	0.00	6669.76
Cleaning	1433.00	3486.83
Pottery expenses (include clay until 22-23)	5765.80	1391.30
Clay from 22-23 (not previously separated)		2329.80
Life Drawing models	618.59	881.00
Water/drainage	216.44	195.40
Gas	849.15	1761.16
Electricity	912.37	3177.67
garden	312.00	348.00
Office	40.93	6.85
Publicity/website/wifi	398.00	919.20
Workshops/ sales/exhibitions	1005.60	2140.04
Rates	120.02	199.68
Insurance	820.46	952.40
Miscellaneous	356.76	76.65
TOTAL	20707.97	31558.57
Surplus/(Deficit)	350.93	-2642.76
Bank March 31 2023		
NatWest		10578.67
Virgin		85922.86
Property	CCAC owns the building	valued @ £500,000
Debt	CCAC has no debt	

any items that the
examiner wishes to
disclose.

NONE