

HOWARD DE WALDEN CENTRE
REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023
CHARITY NUMBER: 268203

HOWARD DE WALDEN CENTRE

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HOWARD DE WALDEN
Reference and Administrative Information
For year ended 31st December 2023

The Trustees of the charity form its management committee. One trustee is nominated by the Archbishop of Canterbury, and two by the Maidstone Borough Council. The remaining six trustees are co-opted by the remaining trustees. Every effort is made to ensure that the trustee body contains a wide spectrum of skills and experience, and that new trustees joining familiarise themselves with the charity's building and with previous decisions made about its management and maintenance. The Trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102 (effective 1 January 2015)).

OBJECTIVES AND ACTIVITIES

Statement on public benefit

The charity's objective, as stated in the scheme of 31st March 2008, is "the provision of a youth and community centre for the residents of Maidstone and its neighbourhood"

The trustees have considered the Charity Commission guidance on public benefit, including the guidance 'public benefit running a charity (PB2)';

REFERENCE AND ADMINISTRATIVE INFORMATION

Name of Charity Howard de Walden Centre

Charity Registration number 268203

Principal address

Bluff Street
Maidstone
Kent
ME14 2UG

Trustees

The trustees and officers serving during the year and since the year end were as follows

Mr M Fitzgerald MBE (Chairman)
Mr Clive English (Vice Chairman)
Mr W Cockcroft DL
Mr I Paterson
Mr I Chittenden
Mrs F Pender
Mrs L Proctor
Mr Darren Jummoodoo
Appointed 20th July 2023


Independent Examiner

The Sandwich Accountancy Group Ltd
148 Dover Road
Sandwich
Kent
CT13 0DD

Bankers

NatWest Bank
3 High Street
Maidstone
Kent
ME14 1HJ

Approved by the Board of Trustees and signed on its behalf by


Mr M Fitzgerald MBE (Chairman)

29.12.2024
Date

HOWARD DE WALDEN

Chairman's Annual Report

For year ended 31st December 2023

Another year, not an easy year, people struggling to make ends meet and organisations struggling to meet their bills. We have been blessed with users of our building working with Trustees to continue to deliver affordable opportunities for the community, people of all ages, that we serve.

THE HIGHLIGHT OF THE YEAR

Our Patron The Archbishop of Canterbury, Justin Welby, visited the Centre in May to see for himself the work of the Charity first hand. All our user groups and supporters were invited, and all our Trustees attended the gathering where everyone had a chance to chat with our Patron. This was an important day in the life and history of our Centre.

We presented The Most Reverend Justin Welby with a history of the Centre which I produced as Chair, much of this was extracted from old rotting papers that had been left on the steps of the Centre many months before.

MAINTAINING THE BUILDING

This is a continual process, but Trustees are committed to investing in growing and upgrading the facilities to meet the needs of today's users. This includes sanding and varnishing the sports floor. It is worth recording that I expected us to need a new floor but all the companies who quoted, said "you won't get a wooden floor like that today", and recommended the sanding process and restoration. Having LED lights fitted and timer units on the heaters. This report identifies elsewhere how our money has been spent.

MANAGEMENT

We rely on user groups who give us their wholehearted support and we uniquely work with one of our user group charities, Space 2 Be Me to act as Clerk and manage hirings for an agreed contribution to their funds. Trustees give their time for free and new trustees are hard to find. This is a challenge for us and a challenge across the Charity sector.

THANK YOU

It is really important for me to say a huge thank you to our user groups and their members, supporters, family and friends that use our building. It has three floors and people need to get on and appreciate others needs especially as sound travels through the building.

Equally it is important for me to say a huge thank you to all our Trustees our Clerk, our cleaner, our centre manager, our accountant in fact everyone that make the Centre the special place it is.

GOING FORWARD

We plan to make an investment in solar panels as our roof lends itself to such fittings and we should benefit greatly from the savings on our energy bills to ensure that we can maintain our affordable hiring rates into the future. This work will be completed by the time of our AGM when many of you will be reading this for the first time.

The Howard de Walden Centre is a fine example of how successful a community hall in an urban area can be when we all come together. We look forward to continuing to serve and respond to the needs and ambitions of our users.

Chair Mike Fitzgerald MBE

HOWARD DE WALDEN

Report of the Trustees For year ended 31st December 2023

The Directors, who are also the Trustees of the Charitable Company present their annual report with the financial statements for the year ended 31st December 2023, prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by 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

Structure, governance and management Constitution

The charity is governed by a Scheme made by the Charity Commissioners dated 31st March 2008. This replaced the previous Scheme dated 12th January 1951. The new scheme, written in less archaic language, more closely reflects the charity's current activities, as explained under objects and activities below.

Method of appointment or election of Trustees

The trustees of the charity form its management committee. One trustee is nominated by the Archbishop of Canterbury, and two by the Maidstone Borough Council. The remaining six trustees are co-opted by the remaining trustees. Every effort is made to ensure that the trustee body contains a wide spectrum of skills and experience, and that new trustees on joining familiarise themselves with the charity's building and with previous decisions made about its management and maintenance.

Related parties

Apart from Maidstone Borough Council having an involvement in the charity's management, the charity also maintains close liaison with the Kent County Council of which one trustee is a member, and also the Diocese of Canterbury nominate one representative as Trustee.

Risk management

The management committee keeps under constant review the major risks to which the charity is exposed and seeks to minimise and mitigate them. The committee has in place a health and safety policy covering all aspects of the use of the building by the charity and by the user-groups who rent space in it; and a child protection policy which the committee ensures is matched by separate policies operated by each relevant user-group.

Public Benefit

The trustees believe that their policy of making accommodation available to user-groups and individuals, from Maidstone and the neighbourhood, and giving whatever other support is possible to those user-groups, is for the public benefit, as required by charity legislation.

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

Financial review

The Charity's total incoming resources for the year ended 31st December 2023 totalled £102,413 (2022: £23,933). Resources expended totalled £58,455 (2022: £54,199). The fund balance at 31st December 2023 was £579,740 (2022: £535,782)

Principal funding continues to be through the renting of rooms within the building; grants received during the year amounted to £NIL (2022: £5,067).

Reserves policy

- The Trustees have determined that Howard de Walden Community Centre should seek to maintain a level of reserves as follows:
- Unrestricted general reserve equivalent to 12 months of budgeted running costs
 - Designated reserves to accumulated funds for specific purposes as determined by the board from time to time.
 - Restricted reserves to the extent that funds received for restricted purposes have not yet been fully expended.

Unrestricted general reserves

The holding of free reserves is to enable Howard de Walden Community Centre to continue to meet financial obligations as they fall due should income fall significantly behind budget. This would enable the charity to meet contractual liabilities while the Trustees review financial forecasts and reassess the services offered. In the event of ceasing to operate, the free reserves are expected to be sufficient to cover the costs of any contract terminations.

The level of free reserves to be reviewed at least half yearly against the policy when the optimal level of free reserves should be reassessed

Designated reserves of

- a. Roof replacement costs £125,000.00 as recommended on our type of building.
 - b. Refurbishment costs £15,000.00 for current year.
- The Trustees also agreed how any surplus funds beyond these amounts in reserve could be used for the benefit of the Community Centre.
- It was agreed that surplus funds could be used as follows:
- To give financial support to existing community activities if required
 - To give financial support to the development of new community activities and services
 - To purchase additional equipment for the benefit of the Community Centre user groups and/or replace existing equipment if required
 - To make improvements to the Community Centre to make it more welcoming and appealing
 - To promote the Community Centre through the printing of posters and leaflets and the development of the website
 - To support training needs of Community Centre volunteers/Trustees
 - To support employ members of staff to work for the Community Centre to enable it to meet its legal requirements and to provide additional support for volunteers/Trustees and to bring additional activities and services into the Community Centre.
- The Trustees will consider on a regular basis the levels of funding that it holds and how this funding can be used for the benefit of the Community Centre and its associated activities and services.

Plans for the Future

The Trustees plan to continue to rent the building to local community groups and residents, and for continuous improvement of the building and the surrounding grounds.

Statement of Trustees Responsibilities

Charity law requires the trustees to prepare financial statements for each year which give a true and fair view of the disposition of the net assets of the charity and of its financial transactions for that year. The trustees are required to:

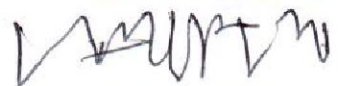
- * select suitable accounting policies and apply them consistently
- * make judgments and estimates that are reasonable and prudent
- * prepare the statements on a going concern basis unless that is inappropriate

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with charity law. They are also responsible for safeguarding the assets of the charity, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Governance of the Charity

The trustees have a further duty to ensure that the governance of the charity is conducted to the highest standards. This, in this charity, is accepted as being the responsibility of the trustees themselves - and that being so, there can clearly be no monetary costs attached to these activities. The expenditure heading in the Statement of Financial Activities under which governance would have been included had there been any such expenditure, is "management and administration". No mention is made of governance under that heading simply because no resources were so expended. The trustees confirm, however, that it is their belief that they have properly met their obligations in this regard.

Signed on behalf of the Trustees



Mike Fitzgerald MBE

Chairman

Date: 29.4.2024

HOWARD DE WALDEN CENTRE

**Independent Examiners Report to the Trustees
For year ended 31st December 2023**

I report to the trustees on my examination of the accounts of the charity for the year ending 31st December 2023.

Responsibilities and basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act, and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiners Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect.

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act, or

2. the accounts do not accord with those records: or

3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mrs J Wilkinson FMAAT FICB

Accountant

The Sandwich Accountancy Group Ltd

148 Dover Road

Sandwich

Kent

CT13 0DD

HOWARD DE WALDEN CENTRE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 DECEMBER 2023 (Including Income & Expenditure Account)

	Unrestricted fund 2023	Restricted fund 2023	Total funds 2023	Total funds 2022
INCOME	£	£	£	£
Income from charitable activities				
Donations & grants	0	0	0	5067
Hire of premises	59115	0	59115	53477
Income from investments				
Investments	43298		43298	(34611)
Total income	102413	0	102413	23933
EXPENDITURE				
Expenditure on charitable activities	4	0	54012	49408
Other expenditure	5	0	4443	4791
Total expenses		0	58455	54199
NET MOVEMENT IN FUNDS		0	43958	(30266)
Funds brought forward		0	512226	542492
Funds carried forward		0	556184	512226

All the above results are derived from continuing activities. There are no other gains or losses other than those shown above

HOWARD DE WALDEN CENTRE STATEMENT OF FINANCIAL POSITION

Funds	2022		Notes	2023	Funds
	£			£	
FIXED ASSETS					
Tangible assets	150763			151647	
Investments	350013			393311	
	<u>500776</u>			<u>544958</u>	
CURRENT ASSETS					
Debtors	30		7	510	
Cash at bank and in hand	36941			36150	
	<u>36971</u>			<u>36660</u>	
CREDITORS					
Amounts falling due within one year	1965	8		1878	
	<u>35006</u>			<u>34782</u>	
NET CURRENT ASSETS					
	<u>535782</u>			<u>579740</u>	
NET ASSETS					
General unrestricted fund	512226	9		556184	
Revaluation reserve	23556			23556	
Total Reserves	<u>535782</u>			<u>579740</u>	

The financial statements were approved by the board and authorised for issue by the Board and signed on its behalf by

Mr M FitzGerald MBE (Chairman)

Trustee

Date: 24-4-2024

HOWARD DE WALDEN CENTRE

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The Financial Statement

Reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 103) and the Companies Act 2006.

Change in basis of accounting

There has been no change to the accounting policies (valuation rules and method of accounting) since last years and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds These are available for use at the discretion of the Trustees in furtherance of the general objects of the Charity

Designated funds

Designated funds These are unrestricted funds earmarked for particular purpose

Revaluation funds

Revaluation funds

Restricted funds

Restricted funds These are available for the use of the Charity subject to restrictions imposed by the donor or through terms of an appeal

Charity Investment Fund

Investments are measured at market value. All gains and losses are taken to the Statement of Financial Activities as they arise

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid net of any discounts.

Bank & cash equivalents

Bank and cash equivalents comprise of cash at the bank and in hand.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are recognised net of any discounts

[illegible]

6 Net income/(expenditure) for the year

	2023	2022
Total	£	£
	575	625

This is stated after charging/(crediting)

Accountancy fees

7 Debtors

	2023	2022
Prepayments	£	£
	510	30
	510	30

8 Creditors

	2023	2022
Creditors	£	£
Accruals and deferred income	1278	1365
	600	600
	1878	1965

9 Movement in funds

	Balance at Jan 2023	Incoming resources	Outgoing resources	Balance at Dec 2023
Unrestricted funds	£	£	£	£
	512226	102413	(58455)	556184
	512226	102413	(58455)	556184

10 Unrestricted funds - Previous year

	Balance at Jan 2022	Incoming resources	Outgoing resources	Balance at Dec 2022
	£	£	£	£
	542492	23933	(54199)	512226
	542492	23933	(54199)	512226

11 TAXATION

Howard de Walden Centre is a registered charity and therefore is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities

12 RELATED PARTY TRANSACTIONS

There were no related party transactions during the year

HOWARD DE WALDEN CENTRE
Detailed Statement of Financial Activities
For the year ended 31st December 2023

INCOME AND ENDOWMENT		
Donations and legacies	2023	2022
	£	£
Donations & grants	0	5067
Hire of premises	59115	53477
	<u>59115</u>	<u>58544</u>
Income from investments		
Investments	43298	(34611)
	<u>43298</u>	<u>(34611)</u>
Total incoming resources	102413	23933
	<u>102413</u>	<u>23933</u>
SUPPORT COSTS		
Insurance	2876	2561
Centre manager	2760	2760
Repairs and maintenance	2537	4645
Long term maintenance costs	15273	10257
Electricity	15965	8308
Gas	3235	2760
Water	862	646
Cleaning	7359	14536
Waste disposal	757	672
General consumables	1478	657
CC TV	360	1122
Website	0	229
Bad debt	0	0
Depreciation	550	255
Expenditure on charitable activities	<u>54012</u>	<u>49408</u>
ADMINISTRATION		
Clerk/Space 2 Be Me	3868	3852
Accountancy & accounts software	575	625
General administration expenses	0	314
	<u>4443</u>	<u>4791</u>
Total resources expended	58455	54199
	<u>58455</u>	<u>54199</u>
NET INCOME	43958	(30266)
	<u>43958</u>	<u>(30266)</u>