

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH 2025**

# **ST MARY LEWISHAM YOUTH CENTRE**

**CHARITY REGISTRATION NUMBER 269465**

Independent Examiners Ltd  
The Grain Store  
Hills Barns  
Appledram Lane South  
Chichester, West Sussex  
PO20 7EG

**ST MARY LEWISHAM YOUTH CENTRE**  
**CONTENTS OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST MARCH 2025**

	<b>Page</b>
<b>Legal and Administrative Information</b>	3
<b>Trustees' Report</b>	4 to 5
<b>Independent Examiner's Report on the Accounts</b>	6
<b>Statement of Financial Activities</b>	7
<b>Balance Sheet</b>	8
<b>Notes to the Accounts</b>	9 to 14

# ST MARY LEWISHAM YOUTH CENTRE

## LEGAL AND ADMINISTRATIVE INFORMATION

<b>CHARITY NUMBER</b>	269465
<b>START OF FINANCIAL YEAR</b>	01 April 2024
<b>END OF FINANCIAL YEAR</b>	31 March 2025
<b>TRUSTEES AT 31 MARCH 2025</b>	Julia Pring - Chair of trustees Sonia Stewart Paul Wynter Roy Brown Julian Watson Amanda Jackson Father Steve Hall - Resigned on 31 October 2024

The existing trustees appoint any new trustees following the provisions laid out in the Charity's governing instrument.

<b>LEGAL STATUS</b>	Unincorporated Charity
<b>GOVERNING INSTRUMENT</b>	Licence Dated 8th April 1975
<b>REGISTRATION DATE</b>	16 June 1975:Standard registration

### OBJECTS

To help young people of both sexes, of all races and creeds, especially but not exclusively through their leisure time activities, so to develop their physical, mental and spiritual capacities, that they may grow to full maturity as individuals and members of society.

<b>CORRESPONDENCE ADDRESS</b>	St Mary's Centre Ladywell Road Lewisham London SE13 7UW
<b>BANKERS</b>	National Westminster Bank Plc Lewisham Branch 80 Lewisham High Street London SE13 5JJ
<b>INDEPENDENT EXAMINER</b>	Zita Derbak Independent Examiners Ltd The Grain Store Hills Barns Appledram Lane South Chichester, West Sussex PO20 7EG

**ST MARY LEWISHAM YOUTH CENTRE**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31ST MARCH 2025**

**OBJECTIVES AND ACTIVITIES**

St Marys Youth Centre Lewisham was set up to advance the mental, physical and spiritual welfare of young people by letting facilities to different groups in the community. Our halls and meeting rooms are available for use by local groups and organisations and the rear and upstairs area of the centre is a secured separate area and is let out to a nursery. The centre lettings are still increasing and we are generating at profit. Risk assessments and safeguarding are reviewed annually for all regular users to confirm they are compliant and that they have up-to-date liability insurance in place. There has been no increase to rates over 2024/25 for regular users (including the nursery) but there has been a small increase in the hourly rate for the large hall. The committee is very grateful for the many hours' volunteers and our caretaker have spent making our centre the lively and vibrant community it is.

**ACHIEVEMENT AND PERFORMANCE**

Bookings are managed by a designated Trustee with the assistance of the Chair of Trustees who reviews all booking forms. Any regular agreements require sign-off by the Chair of Trustees once confirmation that Liability Insurance is in place and the Safeguarding Officer confirms all risk assessments and safeguarding policies are compliant.

We have a Schedule of Works in place for maintenance projects and have achieved a number of improvements and repairs over the 2024/25 financial year which was paid for through our main account. We have this financial year replaced the two fire doors in the Main Hall and a planned refurbishment of the main washroom facilities which was needed to attract more users. The cost of these works were taken from our main account.

***Reporting Serious Incidents***

The Trustees confirm that by signing below they have declared that there were no serious incidents or other matters relating to this charity over the financial period 2024/25 that should have been brought to the attention of the Charity Commission.

**FINANCIAL REVIEW**

***Reserves policy***

The Trustees' Financial Policies and Procedures document includes the set up of an extraordinary repair fund which is maintained for infrequent or major repairs such as roof repairs or re-pointing and major long term improvements and which also includes funds to cover the cost of items such as internal and external redecorations. Contributions are to be made to these funds in accordance with guidelines issued by the committee.

***Going Concern***

The Trustees consider the charity a going concern and the accounts have been prepared on that basis. The Charity's incoming resources were £85,031 for the year ended 31 March 2025. Expenditure directly related to the objects of the charity during the year was £88,887. With a number of maintenance and upgrades paid from the main bank account, in particular the refurbishment of all the main toilets, no payment was made into the reserve account but with the balance of the bank account being better than expected at the end of 31 March 2025. Finances following this financial year will be reviewed and the Trustees will agree a fixed amount to be transferred into the Reserve Account for 2025/26.

## ST MARY LEWISHAM YOUTH CENTRE

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31ST MARCH 2025

#### STRUCTURE GOVERNANCE AND MANAGEMENT

There are seven Trustees that sit on the Management Committee one being the Vicar of St Mary's Church. One Trustee manages the bookings which are overseen by the Chair. Another Trustee has been delegated the responsibility of risk assessment and safeguarding and who is also the designated safeguarding officer at St Mary's Church and approved by the Southwark Diocese. Another Trustee has the responsibility as Secretary to the Management Committee. We currently have two signatories required for payments and refunds one signatory being the Chair of Trustees and we do not take or provide any cash payments.

We have one part-time caretaker who cleans, opens and closes for the regular users and carrying out any overtime cover when required. This individual is retired and therefore we do not provide pension provision although we do process his tax and NI to HMRC from his pay.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities.

#### FUTURE PLANS

We still intend to move the banking online for payments in or out to be more efficient than the current system but needs to work with our financial policies on authorisation. A new accounting package was put in place for the 2024-25 Financial year (Sage) to assist with the accounts as the Treasurer post is currently vacant and financials are being covered by Trustees. We are still actively trying to recruit a Treasurer to fill this voluntary post.

#### Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.


The law applicable to charities requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The Trustees 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

Approved by the Trustees on.....5-2-2026.....

Signed on their behalf by Trustee .....

Printed Name: JULIA ARWA

**ST MARY LEWISHAM YOUTH CENTRE**  
**INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST MARCH 2025**

I report to the Trustees on my examination of the accounts of St Mary Lewisham Youth Centre for the year ended 31 March 2025 set out on pages 7 to 14.

**Responsibilities and basis of report**

As the charity Trustees of St Mary Lewisham Youth Centre you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the St Mary Lewisham Youth Centre'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 examiner's statement**

I have completed my examination. I confirm that no material 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 St Mary Lewisham Youth Centre as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting 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.

Zita Derbak MAAT AATQB  
Independent Examiners Ltd  
The Grain Store  
Hills Barns  
Appledram Lane South  
Chichester, West Sussex  
PO20 7EG

Sign: 

Date: 06.02.2026

# ST MARY LEWISHAM YOUTH CENTRE

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2025

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024/25 £	Total 2023/24 £
<b>INCOMING RESOURCES</b>					
Charitable Activities	3a	84,980	-	84,980	100,239
Investment Income	3b	51	-	51	48
<b>TOTAL INCOMING RESOURCES</b>		<b>85,031</b>	<b>-</b>	<b>85,031</b>	<b>100,287</b>
<b>PAYMENTS</b>					
Costs of Charitable Activities	4a	88,887	-	88,887	75,275
<b>RESOURCES EXPENDED</b>		<b>88,887</b>	<b>-</b>	<b>88,887</b>	<b>75,275</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>(3,856)</b>	<b>-</b>	<b>(3,856)</b>	<b>25,012</b>
<b>TRANSFERS BETWEEN FUNDS</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>(3,856)</b>	<b>-</b>	<b>(3,856)</b>	<b>25,012</b>
<b>RECONCILIATION OF FUNDS:</b>					
Balances Brought Forward		74,555	-	74,555	49,543
<b>BALANCES CARRIED FORWARD</b>		<b>70,699</b>	<b>-</b>	<b>70,699</b>	<b>74,555</b>

Movements on all reserves and all recognised gains and losses are shown above. All the organisation's operations are classed as continuing.

The notes form part of these financial statements, found on pages:- 9 to 14

# ST MARY LEWISHAM YOUTH CENTRE

## BALANCE SHEET AS AT 31 MARCH 2025

	Notes	Unrestricted Fund £	Restricted Fund £	Total 31-Mar-25 £	Total 31-Mar-24 £
<b>Assets</b>					
Tangible Assets	2	-	-	-	-
<b>Current Assets</b>					
Debtors & Prepayments	8	25,564	-	25,564	13,718
Cash at bank and in hand	7	47,673	-	47,673	61,887
<b>Total Current Assets</b>		<b>73,237</b>	<b>-</b>	<b>73,237</b>	<b>75,605</b>
<b>Creditors:</b> amounts falling due within one year	9	2,538	-	2,538	1,050
<b>NET CURRENT ASSETS</b>		<b>70,699</b>	<b>-</b>	<b>70,699</b>	<b>74,555</b>
<b>TOTAL ASSETS</b> less current liabilities		<b>70,699</b>	<b>-</b>	<b>70,699</b>	<b>74,555</b>
<b>Creditors:</b> amounts falling due in more than one year	10	-	-	-	-
<b>NET ASSETS</b>		<b>70,699</b>	<b>-</b>	<b>70,699</b>	<b>74,555</b>
<b>FUNDS OF THE CHARITY</b>					
General Funds		70,699	-	70,699	74,555
Restricted funds	5	-	-	-	-
<b>TOTAL FUNDS</b>		<b>70,699</b>	<b>-</b>	<b>70,699</b>	<b>74,555</b>

The financial statements on pages 7 to 8 were approved by the Trustees, and authorised:

Approved by the Trustees on 5-2-2026

Signed on their behalf by Trustee

Print Name: JULIA PRWIG



# **ST MARY LEWISHAM YOUTH CENTRE**

## **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025**

### **1. ACCOUNTING POLICIES**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

#### **Basis of preparation:**

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes. The financial statements have been prepared in accordance with the 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 (FRS102) (effective 1 January 2015) - (Charities SORP - FRS102) and the Charities Act 2022.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

#### **Assessment of Going Concern**

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

#### **Recognition of Incoming Resources**

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

#### **Incoming Resources with Related expenditure**

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SOFA.

#### **Grants and Donations**

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

#### **Tax Reclaims on Donations and Gifts**

Incoming resources from tax reclaims are included in the SOFA at the same time as the tax reclaim is received.

#### **Contractual Income and Performance Related Grants**

This is only included in the SOFA once the related goods or services has been delivered.

#### **Gifts in Kind**

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SOFA as income receivable.

#### **Volunteer Help**

The value of any voluntary help received is not included in the accounts and is described in the Trustees' Report.

#### **Donated Services and Facilities**

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

#### **Investment Income**

This is included in the accounts when receivable.

#### **Investment Gains and Losses**

This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

# ST MARY LEWISHAM YOUTH CENTRE

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025

### 1. ACCOUNTING POLICIES (continued)

#### Expenditure and Liabilities

##### Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

##### Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees meetings and cost of any legal advice to trustees on governance or constitutional matters.

##### Grants with Performance Conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service or output.

##### Grants Payable without Performance Conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to a grant which remain in control of the charity.

##### Investments

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

##### Operating Leases

Rental charges payable under operating leases are charged on a straight line basis over the terms of the lease.

##### Support Costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of the resources, e.g. allocating property costs by floor areas, or per capital employed, staff costs by the time spent and other costs by their usage.

##### Fund Accounting

Funds held by the charity are either:

- **Unrestricted funds**  
These are funds which can be used in accordance with the charity's objectives, at the discretion of the trustees.
- **Restricted funds**  
These are funds that can only be used for particular restricted purposes within the objects of the charity.
- **Designated funds**  
These funds are funds set aside by the trustees out of unrestricted general funds for specific purposes or projects.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### Fixed Assets

Fixed Assets are capitalised if they can be used for more than one year and cost at least £1,500. They are valued at cost or, if gifted, at the value to the charity on receipt.

##### Depreciation Expense

Depreciation is calculated at a rate to write off the cost of tangible fixed assets over their estimated useful lives. The rates applied are as follows:

Furniture, Fixtures & Equipment	25%
---------------------------------	-----

The Charity does not own a property but pays a peppercorn rent for the use of the centre.

# ST MARY LEWISHAM YOUTH CENTRE

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025

### 2. TANGIBLE FIXED ASSETS

	Furniture, Fixtures & Equipment	Restricted Equipment	2024/25
Cost	£	£	£
At 1 April 2024	17,834	-	17,834
Additions	-	-	-
At 31 March 2025	17,834	-	17,834
<b>Accumulated Depreciation</b>			
At 1 April 2024	17,834	-	17,834
Charge for the Year	-	-	-
At 31 March 2025	17,834	-	17,834
<b>Net Book Value</b>			
At 31 March 2025	-	-	-
At 31 March 2024	-	-	-

The annual commitments under non-cancelling operating leases and capital commitments are as follows:

31st March 2024 : None  
31st March 2025 : None

### 3. INCOMING RESOURCES

	Note	Unrestricted Funds £	Restricted Funds £	Total 2024/25 £	Total 2023/24 £
<b>a) Charitable Activities</b>					
Events		23,675	-	23,675	34,950
Lettings		4,338	-	4,338	4,445
Rents		50,007	-	50,007	39,105
Reclaim bills		-	-	-	2,241
Deposits		6,960	-	6,960	13,600
Sundry Income		-	-	-	885
Refunds & Repayments		-	-	-	4,699
PCC		-	-	-	314
		<b>84,980</b>	<b>-</b>	<b>84,980</b>	<b>100,239</b>
<b>b) Investment Income</b>					
Interest Received		51	-	51	48
		<b>51</b>	<b>-</b>	<b>51</b>	<b>48</b>

This page does not form part of the statutory financial statements

# ST MARY LEWISHAM YOUTH CENTRE

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025

### 4. RESOURCES EXPENDED

Note	Unrestricted Funds £	Restricted Funds £	Total 2024/25 £	Total 2023/24 £
<b>a) Charitable Activities</b>				
Cleaning costs	1,310	-	1,310	1,308
Insurance Costs	9,432	-	9,432	16,855
Licences & Subscriptions	577	-	577	188
Postage & Stationery	91	-	91	-
Refuse & Sewerage Disposal	3,035	-	3,035	2,298
Repairs & maintenance	54,441	-	54,441	10,721
Salaries & Wages	11,493	-	11,493	11,903
Security Costs	300	-	300	300
Sundry Expenses	1,917	-	1,917	13,007
Telephone Costs	906	-	906	863
Utility Costs	4,269	-	4,269	16,782
Refundable deposits	-	-	-	-
<b>Governance costs:-</b>				
Independent Examiner Fee	1,116	-	1,116	1,050
	<b>88,887</b>	<b>-</b>	<b>88,887</b>	<b>75,275</b>

### 5. RESTRICTED FUNDS

The Charity held no Restricted Funds during this or the previous financial period.

### 6. INVESTMENTS

The Charity held no investment assets during this or the previous financial period.

### 7. CASH AT BANK AND IN HAND

	Unrestricted Funds £	Restricted Funds £	Total 31-Mar-25 £	Total 31-Mar-24 £
Current Account	44,016	-	44,016	58,281
Business Reserve A/c	3,657	-	3,657	3,606
	<b>47,673</b>	<b>-</b>	<b>47,673</b>	<b>61,887</b>

### 8. DEBTORS AND PREPAYMENTS

	Unrestricted Funds £	Restricted Funds £	Total 31-Mar-25 £	Total 31-Mar-24 £
Sundry Debtors-Other	960	-	960	1,200
Sundry Debtors-Utilities	14,206	-	14,206	4,268
Sundry Debtors-Village Rent	10,398	-	10,398	8,250
	<b>25,564</b>	<b>-</b>	<b>25,564</b>	<b>13,718</b>

# ST MARY LEWISHAM YOUTH CENTRE

## NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31ST MARCH 2025

### 9. CREDITORS AND ACCRUALS AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Funds £	Restricted Funds £	Total 31-Mar-25 £	Total 31-Mar-24 £
Independent Examiner's Fee	1,116	-	1,116	1,050
HMRC	1,422	-	1,422	-
	<b>2,538</b>	<b>-</b>	<b>2,538</b>	<b>1,050</b>

### 10. CREDITORS AND ACCRUALS AMOUNTS FALLING DUE IN MORE THAN ONE YEAR

The Charity held no long term liabilities during this or the previous financial period.

### 11. STAFF COSTS AND NUMBERS

	TOTAL 2024/25 £	TOTAL 2023/24 £
Gross Wages & Salaries	11,493	11,563
Employer's National Insurance Costs	-	340
Pension Contributions	-	-
	<b>11,493</b>	<b>11,903</b>

Average number of employees who were engaged in each of the following activities:

	TOTAL 2024/25	TOTAL 2023/24
Charitable Activities	<u>1</u>	<u>1</u>

The Charity operates a PAYE scheme to pay all employed members of staff and no employees received emoluments in excess of £60,000. (2023/24- None)

### 12. TRUSTEES AND OTHER RELATED PARTIES

Two trustees received £298 of reimbursements for their out of pocket expenses in relation to software licence and maintenance costs. No other payments were made to trustees or any persons connected with them during this financial period. No material transaction took place between the organisation and a trustee or any person connected with them. (2023/24- None)

## **ST MARY LEWISHAM YOUTH CENTRE**

### **NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31ST MARCH 2025**

#### **13. RISK ASSESSMENT**

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

#### **14. RESERVES POLICY**

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

#### **15. PUBLIC BENEFIT**

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.