



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **1/4/2024** Period start date To **31/3/2025** Period end date

**Charity name: Forest Park Community Association**

**Charity registration number: 298690**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Promote the benefit of the inhabitants of Forest Park (hereinafter called the "area of benefit"), without distinction of sex, sexual orientation, nationality, age, disability, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation, and leisure-time occupation with the object of improving the conditions of life for 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	(a) Co-operate with other voluntary organisations, statutory authorities and individuals; (b) Establish or support a local forum of representatives on community groups, voluntary organisations, statutory authorities and individual involved in community work; (c) Promote and develop or to assist in the promotion and development of community organisations and community social enterprises in the area of benefit; (d) Acquire and distribute funds to assist in the provision of grants to community organisations in the area of benefit
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes the charity is run for public benefit in accordance with the charity's objectives

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Volunteers hold position of Chairperson and Secretary
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	<p>The Charity, Forest Park Community Association (FPCA) runs the local community centre for community groups to come together to meet friends/colleagues in their respective groups and organisations</p> <p>This year FPCA has replaced blinds and deep cleaned carpets. A gardener has tidied the garden and Centre Supervisor has been very active keeping both the inside and outside of the centre clean and tidy and making it feel welcoming to our hirers</p>

**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		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the financial year ending March 2025 FPCA was in a healthy financial position
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	After the Covid Pandemic, the committee decided to keep a reserve account.
Amount of reserves held	Para 1.22	£20K plus interest.
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	

### 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	Hire of Community Centre
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	Any situation where the Community Centre cannot be hired out. Ie pandemic.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated
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	Trustees are volunteers who have an interest in the Community and who go through a DBS check

### 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	We are one of many Community Centres in Bracknell Forest. Regular network meetings with other Community Centres are held, organised by an employee of the Borough Council. Our Centre Manager, and sometimes the Secretary attends these meetings.
Relationship with any related parties	Para 1.51	We rent the Community Centre from Bracknell Forest Borough Council and run it on their behalf
Other		

## Reference and Administrative details

Charity name	Forest Park Community Association
Other name the charity uses	
Registered charity number	298690
Charity's principal address	Forest Park Community Centre Horndean Road Forest Park Bracknell, Berks RG120XQ

### **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	Scott Fulton	Chairperson		
2	Debbie Evans	Secretary		
3				
4				
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6				
7				
8				
9				
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15				
16				
17				
18				
19				
20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## 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

#### 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)		
Full name(s)	Deborah Jane Evans	Scott Fulton
Position (eg Secretary, Chair, etc)	Secretary	Chair

Date



FOREST PARK COMMUNITY ASSOCIATION

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2025

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## GENERAL INFORMATION

Chair Mr Scott Fulton

Address Horndean Road  
Forest Park  
Bracknell  
Berkshire  
RG12 0XQ

ACCOUNTANT'S REPORT

TO FOREST PARK COMMUNITY ASSOCIATION

FOR THE YEAR ENDED 31ST MARCH 2025

Community Association, which comprises the Profit & Loss Account, Balance Sheet and related notes, have been compiled from the accounting records, information and explanations that you have provided.

The financial statements have been compiled on the accounting basis set out in note 1 to the financial statements. The financial statements are not intended to achieve full Compliance with the provision of UK Generally Accepted Accounting Principles.

This report is made to you. The work that has been undertaken has been that necessary to compile the financial statements, report to you on them and to state any matters to you in this report and for no other purpose. No responsibility is accepted or should be assumed to anyone other than Forest Park Community Association for that work or for this report.

You have approved the financial statements for the year ended 31st March 2025 and have acknowledged your responsibility for them, for the appropriateness of the accounting basis and for providing all information and explanations necessary for their compilation.

The accuracy and completeness of the accounting records and the information and explanations provided by you has not been verified and therefore no opinion is expressed on or statement appended to the financial statements.

Katherine Carter  
SKD Accounting Ltd  
62 Westmorland Drive  
Warfield  
Berkshire  
RG42 3QP

Date .....09/07/2025.....

CLIENT APPROVAL CERTIFICATE

In accordance with the terms of engagement of SKD Accounting Ltd, I approve the financial statements for the year ended 31st March 2025 which comprises the Profit and Loss Account, the Balance Sheet and the related notes. I acknowledge my accounting basis as set out in note 1, and for providing SKD Accounting Ltd with all information and explanations necessary for their compilation.

.....  
S.Fulton

Date .....

**PROFIT & LOSS ACCOUNT**  
**For the Year Ended 31 March 2025**

		2025		2024	
		£	£	£	£
<b>Income:</b>					
Hall Hire		32,280		31,815	
Grants		0		0	
Interest Earned		301		241	
Lottery		76		311	
			32,656		32,367
<b>Expenditure:</b>					
Wages	Note*3	19,801		17,301	
Water rates & rent	Note*1	856		(96)	
Insurance		506		498	
Light & Heat		5,368		5,208	
Telephone		558		555	
Postage, printing & Stationery		36		355	
Repairs & Renewals		202		89	
Cleaning, gardening and waste disposal		2,416		2,112	
Sundry Expenses	Note*2	135		572	
Premises Expenses		503		854	
Accountancy		1,829		1,634	
Bad Debt		150			
			32,359		29,084
			297		3,283
<b>Renovations, Fixtures &amp; Fittings:</b>					
Office Equipment			0		0
			297		3,283

**Notes:**

\*1 - Received refund from Castle Water in Jan 2024, which is why 2024 is so much lower than 2025.

\*2 - Sundry expenses includes Advertising and Office & General Admin Expenses

\*3 - Wages including casual labour and holiday cover, staff trivial benefits and pension costs.

**BALANCE SHEET**  
**At 31 March 2025**

		<b>2025</b>		<b>2024</b>	
	Notes	£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets		4,120		4,120	
			<u>4,120</u>		<u>4,120</u>
<b>CURRENT ASSETS</b>					
Debtors		2,540		2,618	
Prepayments	*1	455		79	
Current Account		10,950		11,389	
Savings Account		20,571		20,270	
Cash in Hand		0		0	
Over/Underpayments	*2	(28)			
			<u>34,488</u>		<u>34,355</u>
<b>CURRENT LIABILITIES</b>					
Accrued Expenses		0		0	
Uncleared Cheques		0		0	
Creditors		19		212	
Pensions		29		0	
		<u>48</u>	<u>34,440</u>	<u>212</u>	<u>38,263</u>
<b>NET ASSETS</b>					
			<u><u>38,560</u></u>		<u><u>38,263</u></u>
<b>FINANCED BY:</b>					
<b>CAPITAL ACCOUNT</b>					
			<u><u>38,560</u></u>		<u><u>38,263</u></u>

**Notes:**

\*1 Refunds of income tax (PAYE/NI)

\*2 Bank account used for over and underpayments by both us and customers.

FOREST PARK COMMUNITY ASSOCIATION

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