



Twyford & Ruscombe Community Association

Chairmans report and report of the Trustees to the Community Association.

This report covers time period from January 2025 to January 2026.

Overall, another good year for Loddon Hall with increasing revenue, further upgrades to the hall and surrounding areas.

Early in the first quarter, after heavy rain showers, a major leak occurred over the Twyford Drama group area. Investigation found that the roof was in a poor state and as a result was promptly replaced. Unfortunately, water still entered the room, and after further investigations another leak was found, the source of which was in the main roof which has also now been fixed.

At the end of February Helen Winder resigned as Secretary and as a result the minutes from the last AGM have been compiled by the council.

Following Helen Winder's resignation Rakhi Drennan was approached by the Trustees and offered the position of Secretary, which she accepted.

One of the main objectives last year was to arrange a contract of employment for the Caretaker. After many meetings with the Caretaker, the Trustees decided it was in everyone's interest to appoint HR consultants specialising in employment law to make sure any decisions were fair and legally robust. During this period three Trustees were managing the hall. Due to the amount of work required, we asked the council to consider nominating another Trustee. John March was voted in as our fourth Trustee and since John's introduction to the Council, he has been working tirelessly to amend the existing constitution to a CIO.

Sadly, in May Council member Bridget Ditcham passed away. Bridget was a regular and enthusiastic member of this Council, her contributions and advice on council matters will be greatly missed.

In the second quarter, the Trustees, along with members of the "Building Working Group" met with an Aluminium door and window company to discuss replacing the doors around the building. As the meeting progressed we also looked into the possibility of replacing the windows in the annex area as well.

Midway through the year potholes around the entrance, roadway and carpark were reported and eventually repaired. The cost of the repairs was covered by the Parish Council and I thank Twyford Parish Council for their support.

In August the new doors and windows were fitted around the hall and although initially we had some negative feedback with the new door operation, most hirers are now used to the combination lock and the hall procedures. I would like to make members aware that since the new doors have been installed, there have been no instances of vandalism inside the hall.

Around this this time Twyford Parish Council gave Wearings Bakery permission to set up a stall on their parking spaces on Friday mornings, and the stall appears to be very popular with the locals and visitors.

Following many meetings and conversations with our Caretaker, we were unable to reach agreement regarding their contract and terms & employment conditions. The only option left was to enter into a compromise agreement with them. A settlement figure was agreed with the Caretakers solicitor and their employment was terminated at the beginning of August.

We decided to split the Caretakers responsibilities into two separate jobs, a Booking Clerk and a Caretaker/cleaner. An employment group was formed to create a job specification and passed to the HR Consultants for approval.

During that time enquiries, bookings, invoicing, opening and closing of the hall, maintenance, managing contractors were carried out by the Trustees, and I would like to thank the Trustees for their support at that time.

In the last quarter of 2025, we replaced the hall alarm system with a new, easy to use and upgradable alarm. The new alarm has separate alarm zones and can be controlled remotely from a mobile device.

The new combination door locks plus the remote alarm enables regular hirers to access the hall without the need for a staff member to open up or close down. However, the hall is still opened and closed by the Trustees for “one off” bookings.

Towards the end of last year Council member Jon Wright covered the caretaker’s role, plus routine maintenance, hall bookings and updating the halls IT systems.

I received a lot of positive feedback regarding Jon’s friendly and helpful attitude and would like to take this opportunity to thank Jon for all his hard work.

In December Rakhi Drennan was offered the position of Booking Clerk and started early January 2026. Rakhi will deal with all emails, enquiries, bookings and invoicing.

We are still in discussions regarding the role of the Caretaker/cleaner and the contract with the existing cleaning company.

As mentioned earlier John March has been working on the CIO and this has been discussed at every Council meeting. John has been in discussions with a Solicitor

specialising in CIO's and it appears the rules and regulations are far more complicated than expected. John will continue to work on the CIO and will update members in due course.

TWYFORD & RUSCOMBE COMMUNITY ASSOCIATION
Registered Charity Number 300217

Accounts and Independent Examiner's Report

31st March 2025

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**Independent examiner's report on the unaudited accounts of Twyford & Ruscombe
Community Association.**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2025.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The charity's trustees consider that an audit is not necessary for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- report in respect of my examination of the Trust'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 and;
- to state whether particular matters have come to my attention

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures the accounts and seeking explanation from you as trustees concerning any such matters. the procedures undertaken do not provide all the evidence that would be required in an audit, and I consequently do not express and audit opinion on the view given by the accounts.

Basis of independent examiner's report

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

- the accounting records were not kept in accordance with section 130 of the Charities Act
- the accounts did not accord with the accounting records; or
- the accounts did 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.

.....*signed Gisela Sharpe*.....

Gisela Sharpe FCCA

Date 15/01/2026

Twyford & Ruscombe Community Association – Reg. Charity No. 300217
Accounts for year ending 31st March 2025

Receipts & Payments

				2025	2024
	Unrestricted	Restricted	Endowment	Total	Last
	funds	Funds	Funds	Funds	year
	£			£	£
A1 Receipts					
Affiliate fees & subscriptions	192			192	171
Room Hire	78,916			78,916	70,827
Grants & Donations	5,740			5,740	0
Bar sales	31,577			31,577	26,313
Other receipts	32,679			32,679	30,228
Sub total	149,104			149,104	127,539

A2 Assets & Investment sales, etc

Total receipts	149,104	149,104	127,539
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A3 Payments

Employee costs	20,192	20,192	15,869
Premises costs	31,698	31,698	25,762
Repairs & Maintenance	24,071	24,071	15,910
Repairs & Renewals	26,721	26,721	1,162
General admin expenses	5,251	5,251	6,334
Fundraising	0	0	0
Legal & professional costs	1,965	1,965	250
Other finance charges	122	122	277
Bar costs	17,572	17,572	15,295
Other costs	29,646	29,646	23,849
Sub total	157,238	157,238	104,708

A4 Assets & Investment purchases

Total payments	157,238	157,238	104,708
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(Net of payments/net of receipts)	(8,134)	(8,134)	22,831
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A5 Transfers between funds

A6 Cash funds last year end	80,225	80,225	57,394
Cash funds this year end	72,091	72,091	80,225

Twyford & Ruscombe Community Association – Reg. Charity No. 300217
Accounts for year ending 31st March 2025

Assets & Liabilities

			2025	2024
	Unrestricted funds	Restricted Funds	Total Funds	Last year
	£	£	£	£
B1 Cash funds				
Natwest	0		0	50,336
Virgin Money	71,577		71,577	28,965
Sumup Business Account	294		294	507
Cash in hand	220		220	417
Total cash funds	72,091		72,091	80,225
B2 Other monetary assets				
VAT reclaim	0		0	0
Other debtors	0		0	0
Bar takings not yet banked	0		0	376
Trade debtors	955		955	2,132
	955		955	2,508
	Cost	Curent value	2,025	2,024
	£	£	£	£
B3 Investments Assets				
B4 Assets retained for the Charity's own use				
Premises	81,156		81,156	81,156
Bar stock	1,713		1,713	1,579
Furniture, fixtures & fittings	0		0	0
	82,869		82,869	82,735
A4 Assets & Investment purchases				
Total payments	82,869		82,869	82,735
B5 Liabilities				
Trade creditors	2,077		2,077	8,573
Advance payments & deposits	8,274		8,274	5,253
Accruals	250		250	250
HM Revenue & Customs (VAT)	505		505	1,455
Other Liabilities	0		0	0
	11,106		11,106	15,531

The trustees consider a Receipts and Payments accounts to be the appropriate form of report and the accounts to be reviewed by an Independent Examiner.

All funds received were free funds. There were no other restricted or endowed funds.

We approve these accounts and confirm that we have made available all relevant records and information.

....signed W Cooper.....

Date 16/01/2026

.....signed W R Evans.....

Date 16/01/2026

Twyford & Ruscombe Community Association – Reg. Charity No. 300217
Accounts for year ending 31st March 2025

Notes to the Accounts #1

RECEIPTS	2025	2024
	£	£
Affiliate fees and subscriptions	192	171
Room hire	78,916	70,827
Grants & Donations	5,740	0
Bar sales	31,577	26,313
Sub total receipts	<u>116,425</u>	<u>97,311</u>
Other receipts		
Skate park Electricity	1,358	330
Sundry Receipts		
Interest received	32	3
Cleaning deposits received	7,442	2,000
Insurance Claim	0	1,052
Sundry Income & refunds received	469	303
Electricity refund	1,000	5,859
Sub total sundry receipts	<u>8,943</u>	<u>9,217</u>
Output VAT	22,378	20,681
Sub total other receipts	<u>32,679</u>	<u>30,228</u>
TOTAL RECEIPTS	<u><u>149,104</u></u>	<u><u>127,539</u></u>

PAYMENTS

Employee payments	0	0
Employee wages & NI	15,644	15,869
Pension payments	4,548	0
Total	<u><u>20,192</u></u>	<u><u>15,869</u></u>
Premises payments	0	0
General rates	529	438
Water rates & services	1,926	1,436
Light & heat	17,406	15,624
Cleaning	11,837	8,264
Total	<u><u>31,698</u></u>	<u><u>25,762</u></u>

Twyford & Ruscombe Community Association – Reg. Charity No. 300217
Accounts for year ending 31st March 2025

Notes to the Accounts #2
PAYMENTS continued

	2025	2024
	£	£
Repairs & Maintenance		
Plumbing	1,339	670
Drains	956	885
Electrical	2,069	6,447
Security & Fire	2,360	2,037
Grounds Maintenance	1,018	597
Glass	280	1,447
Bar Equipment service	501	165
Decorating	7,977	3,203
Roofing	4,250	-
Asbestos	2,025	-
Sundry	1,296	459
Total	<u>24,071</u>	<u>15,910</u>
Repairs & Renewals		
Kitchen equipment	1,035	1,162
Toilet refurbishment	4,550	
Bar equipment replacement	7,853	
Chair refurbishment & tables	13,283	
Total	<u>26,721</u>	<u>1,162</u>
General administrative payments		
Printing & Stationery (+postage)	344	99
Telephones	1,159	1,095
Software & computer expenses (subscriptions)	1,404	485
Insurance	2,077	3,945
Licence fees	267	710
Total	<u>5,251</u>	<u>6,334</u>
Legal & Professional payments		
Accountants' fees	-	250
Other	1,965	-
Total	<u>1,965</u>	<u>250</u>
Other Finance payments		
Bank charges	122	277
Total	<u>122</u>	<u>277</u>
Other payments		
Input VAT	23,328	21,242
Other sundry payments		
Deposits returned & refunds paid	-	636
Cleaning deposits returned	5,607	1,570
Sundry payments	711	401
Sub total other sundry payments	<u>6,318</u>	<u>2,607</u>
Total other payments	<u>29,646</u>	<u>23,849</u>

Twyford & Ruscombe Community Association – Reg. Charity No. 300217
Accounts for year ending 31st March 2025

Notes to the Accounts #3

SUMMARY OF BAR ACCOUNT

	2025			2024		
SALES	£	£	£	£	£	£
Takings		31,577			26,313	
Bar takings unbanked at 31st March		0			376	
		<hr/>			<hr/>	
Total sales			31,577			26,689
 COSTS						
Bar stock from 31st March 2024		1,579			1,382	
Costs for year						
Stock	12,347			11,155		
Staff	3,729			2,838		
Sundry	<u>1,496</u>			<u>1,302</u>		
		17,572			15,295	
Bar invoices unpaid at 31st March 2024		318			90	
		<hr/>			<hr/>	
Total costs			19,469			16,767
 Bar Surplus			12,108			9,922
Bar stock as at 31st March 2025			1,713			1,579
			<hr/>			<hr/>
Bar Profit			<u>13,821</u>	43.8%		<u>11,501</u> 43.1%

LIABILITIES

2025

2024

£

£

TRADE

CREDITORS

Heat & light Mar 24	1,215	7,918
Bar stock, till & card charges Mar 24	318	90
PAYE Jan-Mar 24	239	273
Water Mar 24	155	118
Waste & grounds maintenance Mar 24	149	144
Bank Charges Mar 24	<u>1</u>	<u>30</u>
Total	<u>2,077</u>	<u>8,573</u>

TWYFORD & RUSCOMBE COMMUNITY ASSOCIATION
Registered Charity Number 300217

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Basis of independent examiner's report

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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.

.....*signed Gisela Sharpe*.....

Gisela Sharpe FCCA

Date 15/01/2026

Twyford & Ruscombe Community Association – Reg. Charity No. 300217
Accounts for year ending 31st March 2025

Receipts & Payments

				2025	2024
	Unrestricted	Restricted	Endowment	Total	Last
	funds	Funds	Funds	Funds	year
	£			£	£
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Affiliate fees & subscriptions	192			192	171
Room Hire	78,916			78,916	70,827
Grants & Donations	5,740			5,740	0
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Sub total	149,104			149,104	127,539

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Repairs & Renewals	26,721	26,721	1,162
General admin expenses	5,251	5,251	6,334
Fundraising	0	0	0
Legal & professional costs	1,965	1,965	250
Other finance charges	122	122	277
Bar costs	17,572	17,572	15,295
Other costs	29,646	29,646	23,849
Sub total	157,238	157,238	104,708

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Twyford & Ruscombe Community Association – Reg. Charity No. 300217
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Twyford & Ruscombe Community Association – Reg. Charity No. 300217
Accounts for year ending 31st March 2025

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			<hr/>			<hr/>
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2025

2024

£

£

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Water Mar 24	155	118
Waste & grounds maintenance Mar 24	149	144
Bank Charges Mar 24	<u>1</u>	<u>30</u>
Total	<u>2,077</u>	<u>8,573</u>