



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **1 April 2024** Period start date To **31 March 2025**

Charity name: Adeyfield Neighbourhood Association

Charity registration number:

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The day to day management of Adeyfield community centre The provision of space for the benefit of the community. To facilitate groups, clubs, life events, educational, recreational and social intercourse
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	The provision of space for the benefit of the community. To facilitate groups, clubs, life events, educational, recreational and social intercourse
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 guidance issued.

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	

Other		
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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 centre remains a busy and vibrant centre and a hub for the local community.</p> <p>The trustees note the range of activities for young, families and the elderly broadly reflects the nature of our local community.</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	The Chairman was pleased to report to the Trustees and members that considering the loss of the long term centre manager the accounts are in good order.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	ANA have now set aside reserve funding.
Amount of reserves held	Para 1.22	£25K
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	None

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	
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	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Trust deed
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	By nomination, seconder and approval by majority vote at the AGM

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	Adeyfield Neighbourhood Association
Other name the charity uses	Adeyfield community centre
Registered charity number	
Charity's principal address	Adeyfield community centre The Queens Square Hemel Hempstead Hertfordshire HP2 4EW

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	Gary Pentcost	Chairman		
2	William Wyatt-Lowe			
3	Vacant			Council appointed
4	Vacant			Council appointed
5				
6				
7				
8				
9				
10				
11				
12				
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14				
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	None
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	N/A

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)

Julie Banks

Full name(s)

Julie Banks

**Position (eg Secretary,
Chair, etc)**

Centre Manager

Date

23 March 2026

Adeyfield Neighbourhood Association
Income & Expenditure account
for the year ended 31 March 2025

	Note	2025		2024	
		£	£	£	£
Income					
Income from Regular Clients	2		45,026		44,397
Income from Occasional Clients	2		48,351		59,129
Income from Grants			0		0
Miscellaneous Income			0		0
Total Income			<u>93,377</u>		<u>103,526</u>
Direct Costs					
ANA Wages & Pensions	3	53,934		61,796	
Staff Cover		0		0	
Staff Training & welfare		<u>1,028</u>		<u>295</u>	
Expenses & Overheads			54,961		62,091
Income less Direct Costs			38,415		41,435
Expenses					
Advertising, Honoraria, Travel, Subsistence		0		0	
Bank Charges		291			
Utilities		19,787		30,819	
Waste Disposal		2,882		3,481	
New and Replacement Equipment		0		0	
Repairs and Maintenance		5,942		9,323	
Cleaning & Cleaning Materials		3,162		2,769	
Presentations, Gifts, etc		0		0	
Insurance		1,008		1,239	
Accounting & Professional Fees		2,731		1,260	
Office Supplies, Stationery, Postage		1,107		836	
Communications		1,710		2,601	
Event costs		0		1,117	
Membership, Subscriptions, Licenses		1,017		948	
Sundry		0		1,001	
Depreciation		<u>0</u>		<u>0</u>	
			39,638		55,395
Net Surplus			<u><u>-1,223</u></u>		<u><u>-13,960</u></u>

Adeyfield Neighbourhood Association
Balance sheet
as at 31 March 2025

	Note	2025		2024	
		£	£	£	£
Fixed assets					
Tangible assets	4	0		0	
Acquisitions		0		0	
Depreciation		<u>0</u>		<u>0</u>	
			0		0
Current assets					
Debtors	5	0		0	
Cash at bank and in hand		64,776		64,931	
Prepayments		0		0	
Uncleared / Unpresented cheques		<u>0</u>		<u>0</u>	
		64,776		64,931	
Current liabilities					
Other creditors	6	0		0	
Accruals	6	2,268		1,200	
Deposits held		<u>1,550</u>		<u>1,550</u>	
		3,818		2,750	
Net current assets			60,958		62,181
Total assets less current liabilities		<u>60,958</u>		<u>62,181</u>	
Funds					
Brought forward		62,181		76,141	
Net Surplus / (Loss) for the year		<u>-1,223</u>		<u>-13,960</u>	
Carried forward		<u>60,958</u>		<u>62,181</u>	

These financial statements were approved by the members of the committee and are signed on their behalf.

.....
Gary Penticost
Chairman

.....
Date

Adeyfield Neighbourhood Association
Notes to the accounts
for the year ended 31 March 2025

1 Accounting Policies

1.1 Accounting convention

These accounts have been prepared on the basis of historic cost in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with the Charities Act.

1.2 Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees’

2 Fees for examination of the accounts	<u>2025</u>	<u>2024</u>
• Hicks & Co	1,260	1,200

3 Staff costs	<u>2025</u>	<u>2024</u>
Gross wages and benefits in kind	49,581	54,380
Pension costs	4,353	7,416
	<u>53,934</u>	<u>61,796</u>

Average number of full-time equivalent employees in the year	3.0	3.0
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4 Tangible fixed assets	<u>2025</u>	<u>2024</u>
• Cost		
Equipment, fixtures & fittings		
Balance brought forward	2,576	2,576
Additions	0	0
Disposals	0	0
Balance carried forward	<u>2,576</u>	<u>2,576</u>

• Accumulated depreciation		
Equipment, fixtures & fittings		
Balance brought forward	2,576	2,576
Depreciation charge for year	0	0
Disposals	0	0
Balance carried forward	<u>2,576</u>	<u>2,576</u>

• Net book value		
Equipment, fixtures & fittings		
Brought forward	0	0
Carried forward	0	0

5 Debtors & Prepayments	<u>2025</u>	<u>2024</u>
Trade debtors	0	0
Prepayments and accrued income	0	0
	<u>0</u>	<u>0</u>

Adeyfield Neighbourhood Association
Notes to the accounts (continued)
for the year ended 31 March 2025

	<u>2025</u>	<u>2024</u>
6 Creditors & Accruals		
Loans and overdrafts	0	0
Other Creditors	0	0
Accruals and deferred income	3,818	2,750
	<u>3,818</u>	<u>2,750</u>

7 Related party transactions

Any related party transactions are shown in the trustee's annual report.

Adeyfield Neighbourhood Association
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for the year ended 31 March 2025

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as at 31 March 2025

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Fixed assets					
Tangible assets	4	0		0	
Acquisitions		0		0	
Depreciation		<u>0</u>		<u>0</u>	
			0		0
Current assets					
Debtors	5	0		0	
Cash at bank and in hand		64,776		64,931	
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Adeyfield Neighbourhood Association
Notes to the accounts (continued)
for the year ended 31 March 2025

	<u>2025</u>	<u>2024</u>
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