

# **BANSTEAD COMMUNITY ASSOCIATION**

Registered Charity No. 304970  
Banstead Community Hall, Park Road,  
Banstead Surrey SM7 3AJ

## **Trustees Annual Report for the year ending 31st December 2025**

### **Constitutional matters**

The Trustees present their report for the year together with the annual accounts which have been prepared in accordance with the provisions of our Constitution, the Charities Act and the recommendations of the Charities Commission.

No changes have been made to the Constitution and the version adopted in March 1999 remains in force.

The Constitution requires that the hall be properly maintained to promote the benefit of the inhabitants of Banstead Village and the surrounding area, 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.

The Trustees (Council) who served during the year are listed in Appendix A and met 3 times in the year. The Executive Committee met on a further 7 occasions.

### **Community Activities**

The main users of the hall continue to cover a broad range of activities such as dance classes for children and adults, a playgroup, bridge, furnishing classes, fitness classes, badminton, concerts, line dancing, short mat bowls, lectures, theatrical performances, art exhibitions, horticultural shows and flower arranging as well as classes arranged by U3A, a baby signing group and a bible reading group. The Hall is also let to local charities and to other users on a casual basis.

Constituent groups and local charities benefit from discounted rates of hire, whereas other users pay the full commercial rate. The Hall is also available for children's parties, family parties and other activities. However, following previous incidents, we do not accept bookings for teenage parties.

The occupancy rate of the main hall for the year was approximately 82%

The 43rd Banstead Combined Charities Christmas Event was held under our auspices in October. Again, fewer Charities participated, but those that did raised around



## BANSTEAD COMMUNITY ASSOCIATION

£2,557 for their activities and we look forward to continuing success with this locally important annual event.

In the view of the Trustees, the Community Association continues to provide a wide spectrum of public benefit to local residents, both from its main activity in running the Community Hall and from its support of the Combined Charities Christmas Event.

### Property Activities

The Trustees regularly review the condition of the Hall and its furniture and equipment with the aim of maintaining a satisfactory state of repair. This year new curtains for the whole premises were ordered, the car park was relined, including increasing the number of disabled parking spaces and the main hall walls had been redecorated. Repairs and redecoration in the area around Dressing Room 1 were undertaken following an incursion of rainwater.

The Reigate and Banstead Council Development Management Plan, in which the Council may possibly wish to approve a proposal to partly redevelop our site for housing at some time in the future. The Plan was agreed by the Reigate and Banstead Council in September 2019.

It should be noted that there is a procedure underway from the Government to replace the current local councils in Surrey with two unitary authorities, East Surrey and West Surrey, effective from 2027. The area covered by Reigate and Banstead Council, together with Epsom & Ewell, Tandridge, Elmbridge and Mole Valley will together form East Surrey.

Our lease on the site expired in November 2023. However, some of our users for shows, lectures concerts and demonstrations need to book capacity up to two years ahead. Reigate and Banstead Council (RBBC) had appointed an officer to deal with the renewal, but no proposal has been forthcoming.

RBBC are also currently undertaking a policy named Community Asset Transfer (CAT). This is a non-statutory process by which the council seeks to transfer the responsibility for, or ownership of, land or buildings to a Voluntary, Community and Faith Sector organisation or a Town or Parish Council.

We have made an application for a transfer of the asset, (the Hall), under this policy.



## BANSTEAD COMMUNITY ASSOCIATION

### Financial Report

The receipts and payments account shows incoming and outgoing cash and explains the change in our bank and deposit balances.

Total receipts for the year were £109,769 (2024: £110,003). Costs, at £91,666 (2024: £88,079) were similar to the previous year, with the part cost of replacing the stage curtains offsetting the 2024 cost of replacing the chairs. Net receipts in the year were £18,103 (2024: £21,924) increasing cash funds from £129,285 to £147,388, of which £302 is restricted (2024: £360).

Unrestricted cash reserves are maintained at a level sufficient to:

- Cover running costs in times of income shortfall – equivalent to 6 months running costs (£30,000);
- Cover significant increases in running costs that cannot immediately be passed on to users of the hall (£30,000);
- Fund urgent or unforeseen expenses (£20,000);
- Contribute to planned maintenance (to a maximum of £100,000)

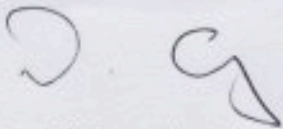
Trustees monitor reserve levels regularly. Any use of reserves, especially outside the target range, must be approved and recorded by the Trustees.

The annual accounts, which are independently examined in accordance with the Charity Commission requirements, set out the financial position in more detail.

### Summary

The Association continues to serve the community. Feedback from the community and from users of our facilities remains encouraging and we intend to build on this to promote new usage of the Hall. Our key personnel remain in place.

This Trustees' Report has been approved at the Executive Committee meeting on 18<sup>th</sup> February 2026 and is signed on behalf of the Trustees by:



David Crowley Chairman



Robert Collier Treasurer



# BANSTEAD COMMUNITY ASSOCIATION

## Annual accounts for the year ended 31 December 2025

### Receipts and payments account

	2025		2024
	Unrestricted	Restricted	Total
<b>Receipts</b>			
Hiring fees	93,086	-	93,086
Interest received	5,354	-	5,354
Donations (including for car parking)	5,170	-	5,170
Solar panels	2,152	-	2,152
Subscriptions and fees	328	-	328
Insurance proceeds	3,110	-	3,110
500 Club receipts	-	318	318
Banstead Combined Charities Christmas Event receipts	-	251	251
<b>Total receipts</b>	<b>109,200</b>	<b>569</b>	<b>109,769</b>
<b>Payments</b>			
Deposit returns and cancellations	(7,478)	-	(7,478)
Rent	(160)	-	(160)
Rates and water	(2,599)	-	(2,599)
Energy	(7,815)	-	(7,815)
Insurance	(2,769)	-	(2,769)
Telephone, postage and printing	(543)	-	(543)
Hall running	(26,943)	-	(26,943)
Hall repair	(8,678)	-	(8,678)
Wages and statutory contributions (average number of employees 3 (2024: 3))	(13,019)	-	(13,019)
500 Club prizes	-	(185)	(185)
Banstead Combined Charities Christmas Event payments	-	(277)	(277)
Hall improvements	(21,200)	-	(21,200)
<b>Total payments</b>	<b>(91,204)</b>	<b>(462)</b>	<b>(91,666)</b>
<b>Net cash received</b>	<b>17,996</b>	<b>107</b>	<b>18,103</b>
<b>Transfers between funds</b>			
BCA 500 Club proceeds transferred to the main account	165	(165)	-
<b>Cash funds last year end</b>	<b>128,925</b>	<b>360</b>	<b>129,285</b>
<b>Cash funds this year end</b>	<b>£ 147,086</b>	<b>£ 302</b>	<b>£ 147,388</b>

# BANSTEAD COMMUNITY ASSOCIATION

## Annual accounts for the year ended 31 December 2025

### Statement of assets and liabilities at the end of the year

	2025			2024
	Unrestricted	Restricted	Total	Total
<u>Cash funds</u>				
Cash in hand	106	-	106	-
Cash at bank and on deposit	146,980	302	147,282	129,285
	<u>£ 147,086</u>	<u>£ 302</u>	<u>£ 147,388</u>	<u>£ 129,285</u>
 <u>Restricted funds</u>				
500 Club		178		210
Banstead Combined Charities Christmas Event		124		150
		<u>£ 302</u>		<u>£ 360</u>

### Assets retained by the Association

The Association is responsible for the hall and car park under a full repairing lease agreement with Reigate and Banstead Borough Council. The hall is insured for £2,027,272 and contents for £70,420.

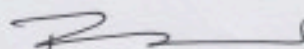
	2025	2024
<u>Debtors</u>		
Debtors	-	3,110
Prepayments and deposits	13,475	-
	<u>£ 13,475</u>	<u>£ 3,110</u>

In 2025, £13,475 was paid as a deposit for replacement stage curtains. A further £13,475 will be paid in 2026.

	2025	2024
<u>Liabilities</u>		
Creditors - amounts paid after the year end relating to the prior year	(1,234)	(5,101)
Hall deposits - amounts received in the respect of hall hire for the following year	(2,552)	(4,725)
	<u>£ (3,786)</u>	<u>£ (9,826)</u>

	2025	2024
<u>Net hiring income</u>		
Received	93,086	96,823
Refunds	(7,478)	(6,637)
Change in hall deposits during the year	2,173	(1,114)
Net hiring income	<u>£ 87,781</u>	<u>£ 89,072</u>

Approved by the Executive Committee 18 February 2026 and signed on its behalf



Robert Collier



# BANSTEAD COMMUNITY ASSOCIATION

## Independent examiner's report on the accounts

I report to the trustees on my examination of the accounts of Banstead Community Association ("the Association") for the year ended 31 December 2025 comprising the receipts and payments account and the statement of assets and liabilities at the end of the year.

### Responsibilities and basis of report

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

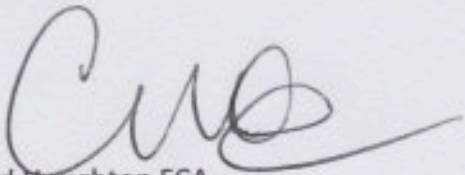
I report in respect of my examination of the Association's accounts, comprising the Receipts and Payments Account and the Statement of Assets and Liabilities, carried out under section 145 of the Act and in carrying out my examination, I have followed the applicable directions given by the Charity Commission 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 which gives me cause to believe that in, any material respect:

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

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



Clifford Houghton FCA

Date: 11 March 2026

## BANSTEAD COMMUNITY ASSOCIATION

### Appendix A

Trustees who served in the year 2025

#### SERVED FOR THE WHOLE YEAR

David Crowley*	Chairman
Malcolm Ash	Elected Member
Alice Baines	Elected Member
Barbara Belcher	Banstead Neville Bowls
Diana Bowes*	Arts Society Chipstead
Robert Collier*	Treasurer
Jon Collins	Banstead Art Group
Malcolm Cunnings*	Vice Chairman
Anne Ford*	Elected Member
Gail Fraser	Banstead Flower Club
Alan Frost	Banstead Short Mat Bowls
Rod McFarlane	Banstead Arts Festival Society
Bill Mills*	All Saints Church
Maurice Owen	BCA Badminton
Pam Parker*	U3A
David Peterken	Banstead Horticultural Society
David Talbot*	Banstead Village Residents Association
Sam Walsh	Reigate and Banstead Borough Council

An asterisk \* denotes a member of the Executive Committee, elected by the Trustees at their meeting on 20th March 2025. Executive Committee elections take place annually in March.

#### RESIGNED OR DIED DURING THE YEAR

Phillip Watts

#### APPOINTED DURING THE YEAR

Phillip Watts  
Barbara Salmon  
Sarah Mewett  
Sheila Banton