



23rd Annual Report 2024-2025

***Dove Lodge Community Resource Centre
Company No.4370552
Reg. Charity No.1097703***

Dove Lodge Community Resource Centre

Reg. Charity No. 1097703

Trustees of the Charity

Victoria Rhodes Chairman

Chris Fuller

Gerard Kimber (Resigned 24th April 2024)

Adrian Perkins

Dove (Littlehampton) Ltd

Company No. 4370552

Directors of the Limited Company

Victoria Rhodes (Chairman)

Mike Clayden (Company Secretary & Director)

Chris Fuller

Gerard Kimber (Resigned 24th April 2024)

Adrian Perkins

Dove Lodge

Joanne Wise, User Care & Administration Officer

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Dove (Littlehampton) Ltd

Dove Lodge Community Resource Centre

Chairman's Annual Report April 2025

This year has been a better year for our charity, with new tenants and users entering our building and bringing back a sense of life to the place.

Dove Lodge Community Resource Centre provides a safe place for many organisations, a much-appreciated space for them to continue their good work in our community.

On the financial side, we have made a loss, wiping out some gains from last year. But we have improved the fabric of the building and replaced some decrepit windows. This will also save us heating costs in the future, and with our Solar system, will hopefully help costs and confirm our environmental credentials.

Our financial reserve level is getting a bit low. We like to keep 6 months' operational cost funds and reserves to cover unexpected building expenses, which are expected in an old building with a lift. Hopefully, next year, we can increase the reserve level to a more satisfactory amount.

This year, we are producing an impact report as part of this annual report to try and highlight the good work done in Dove Lodge Community Resource Centre. All users have been offered an entry in it if they wish.

On behalf of the trustees and I, I would like to thank the wonderful staff for their efforts and dedication during the year, especially Jo Wise, who kept the charity going while Mike was incapacitated. And I also personally thank the Trustees for their support.

Victoria Rhodes

Chairman of Trustees.

**Dove Lodge Community Resource Centre
Directors Report
March 2025**

Last year, I reported that we had had a challenging year. From my perspective, this year was terrible, with medical and family matters taking their toll. I want to thank everyone in the team for the support I received.

Dove Lodge Community Resource Centre has had a renaissance. New tenants have joined us, and a steady increase in Meeting Room use has turned around our fortunes.

We have replaced some more windows, most of which were blown, in poor condition and very old.

This, along with extra solar panels and battery storage, is helping us achieve our objective of being a green, environmentally aware charity, even with the age of our building.

We also had to remove our last chimney, which was leaking and becoming unstable. This is a timely reminder that our building's core is around 100 years old. We must make provision for maintenance in our reserves.

It must be remembered that we are a charity and only recover from our users the amount we need to run the building safely and comfortably. Our reserves are as recommended by the Charity Commission to give us stability and time to recover from short-term financial setbacks.

I want to thank Jo Wise for her hard work and support this year.

The following year, we hope to be even busier than last, providing the space for organisations to improve the lives of Arun district Residents. I am still confident we are a great asset to our community.

This year, we are adding an impact report to showcase the organisations and the good work they have carried out in our building.

I thank my team and contractors for all their outstanding work keeping Dove Lodge Community Resource Centre functioning.

Mike Clayden
Director/Company Secretary
April 2025

Dove Lodge Community Resource Centre

Annual Treasurer's Report April 2025

The fiscal year 2024-2025 has once again proved to be a challenging year for the Dove Lodge Community Resource Centre. Both planned and unexpected expenditure on the fabric of the building have put demand on the finances resulting in an operational loss at year end.

Dove Lodge has recorded an operating loss of £1,820 for the year. The decision to invest in the fabric of the building, which will bring benefits well into the future, was necessary to avoid further deterioration in the windows of the building. Additional solar panels added will improve our energy efficiencies, delivering future energy cost savings. The investment in the replacement windows and solar panels also form part of the Dove Lodge green agenda, reducing our carbon emissions. There was an unforeseen issue regarding the chimney resulting in the need for this to be dismantled and removed. This was an additional expense that was not foreseen.

The income from Room Let's and Hires has remained strong throughout the year and expenditure has been professionally managed to support the ongoing activities of the Dove Lodge Community Resource Centre.

The energy costs agreed last year with British Gas have proved to be a wise decision. The rates agreed have avoided the energy market price increases that we have seen in the last year. These rates will remain for another 12 months as we agreed a 2-year fixed deal.

Dove Lodge continues to grow, offering an outstanding facility to our local community. We should again record our thanks to Jo Wise for developing and delivering opportunities for the growth of new clients at Dove Lodge and to Mike Clayden for the tireless work in maintaining the building.

Chris Fuller.
April 2025.

REGISTERED COMPANY NUMBER: 04370552 (England and Wales)

REGISTERED CHARITY NUMBER: 1097703

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2025
For
Dove Lodge Community Resource Centre

Dove Lodge Community Resource Centre

Contents of the Financial Statements
For the Year Ended 31 March 2025

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Report of the Trustees

For the Year Ended 31 March 2025

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal activities of the charity in the year under review were those of assisting in the promotion and improving the efficiency and effectiveness of charities and the application of charity resources by the provision and management for charities and voluntary organisations where they are carrying out charitable activities of office accommodation, conference, training and other facilities, services or support in the Arun District of West Sussex. The Policy of the charity is to continue this work in the future utilising all available resources for the benefit of other local charitable organisations.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04370552 (England and Wales)

Registered Charity number

1097703

Registered office

49 Beach Road
Littlehampton
West Sussex
BN17 5JG

Trustees

Victoria Rhodes (Chairman)
Chris Fuller
Gerard Kimber (Resigned April 2024)
Adrian Perkins

Company Secretary

Mike Clayden

Dove Lodge Community Resource Centre

Report of the Trustees

For the Year Ended 31 March 2025

Approved by order of the board of trustees on 23rd Oct 2025 and signed on its behalf by:


.....
M Clayden – Secretary

Dove Lodge Community Resource Centre

Statement of Financial Activities
For the Year Ended 31 March 2025

	31.3.25	31.3.24
	£	£
	Notes	
INCOMING RESOURCES FROM		
Activities	130,008	121,870
Services	197	5,031
Investment income	1,372	1,084
Uncategorised Income	0	1,309
Total	131,577	129,292
EXPENDITURE ON		
Raising funds	133,397	122,118
Charitable activities		
Management and administration	0	0
Total	133,397	122,118
NET INCOME/(EXPENDITURE)	(1,821)	7,165
RECONCILIATION OF FUNDS		
Total funds brought forward	568,231	561,066
TOTAL FUNDS CARRIED FORWARD	566,410	568,231
CONTINUING OPERATIONS		

All income and expenditure has arisen from continuing activities.

Dove Lodge Community Resource Centre

Balance Sheet

At 31 March 2025

		31.3.25	31.3.24
	Notes	£	£
FIXED ASSETS			
Tangible assets		715,000	715,000
CURRENT ASSETS			
Debtors		5,347	5,497
Cash at bank and at hand		73,400	67,388
Other Current Assets		4,711	7,417
		83,458	80,312
CREDITORS			
Amount falling due within one year		(17,037)	(12,071)
NET CURRENT ASSETS		66,421	68,242
TOTAL ASSETS LESS CURRENT LIABILITIES		781,421	783,233
NET ASSETS		781,421	783,242
FUNDS			
Unrestricted funds		568,242	561,067
Revaluation Reserve		215,000	215,000
Surplus		(152)	7,166
TOTAL FUNDS		781,421	783,242

The notes form part of these financial statements

Continued...

Dove Lodge Community Resource Centre

Balance Sheet - continued

At 31 March 2025

The charitable company is entitled to exemption from audit under Section 479A of the Companies Act 2006 relating to subsidiary charitable companies for the year ended 31 March 2025.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The financial statements were approved by the Board of Trustees on 22 October 2025 and were signed on its behalf by:



V Rhodes - Trustee

The notes form part of these financial statements.

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in the settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	-	Not provided
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Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can only be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Notes to the Financial Statements - continued
For the Year Ended 31 March 2025

2. OTHER TRADING ACTIVITIES

	31.3.25 £	31.3.24 £
Office rents and room hire	130,008	121,860
Other income	1,569	6,338
	<u>131,577</u>	<u>128,200</u>

3. INVESTMENT INCOME

	31.3.25 £	31.3.24 £
Investment income	<u>1,371</u>	<u>1,084</u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.25 £	31.3.24 £
Independent Examiners fees	<u>200</u>	<u>200</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

Trustees' expenses

Reimbursement of Volunteer, Staff and Trustee expenses of £529.70 were paid for the year ended 31 March 2025

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.25	31.3.24
	<u>2</u>	<u>3</u>
No employees received emoluments in excess of £60,000.		

Notes to the Financial Statements - continued
For the Year Ended 31 March 2025

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

8. TANGIBLE FIXED ASSETS

	Freehold Property £
COST	
At 1 April 2020 and 31 March 2024	500,000
Revaluation Increase 31 st March 2020	<u>215,000</u>
NET BOOK VALUE	
At 31 March 2025	<u>715,000</u>
At 31 March 2020	<u>715,000</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25 £	31.3.24 £
Trade debtors	5,497	5,508
Prepayments and accrued income	<u>5,457</u>	<u>5,508</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25 £	31.3.24 £
Trade creditors	17,037	5585
Other creditors	0	20
Accruals and deferred income	<u>0</u>	<u>0</u>
	<u>17,037</u>	<u>12,079</u>

11. MOVEMENT IN FUNDS

	At 31.3.24 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
General funds	568,231	(1,820)	566,410
TOTAL FUNDS	<u>568,231</u>	<u>(1,820)</u>	<u>566,410</u>

Unrestricted funds			
General funds	568,231	(1,820)	566,410
TOTAL FUNDS	<u>568,231</u>	<u>(1,820)</u>	<u>566,410</u>

Net movement of funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	131,577	(133,397)	(1,820)
	<u>131,577</u>	<u>(133,397)</u>	<u>(1,820)</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

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Dove Lodge Community Resource Centre

Detailed Statement of Financial Activities

For the Year Ended 31 March 2025

	31.3.25 £	31.3.24 £
INCOMING RESOURCES		
Other trading activities		
Office rents and room hire	130,008	121,870
Services	197	5,031
Other Income		1,309
	130,205	128,210
Investment Income		
Investment Income	1,372	1,084
Total income resources	131,577	129,292
EXPENDITURE		
Direct Charitable Expenditure		
Volunteer, Staff and Trustee expenses	530	297
Telephone post and stationery	1,307	4,086
Compliance	2,172	1,420
Data Network	741	831
Total Property Expenditure	31,213	18,245
Insurance	5,266	4,244
Utilities expenditure	9,039	12,184
Cleaning	14,416	14,002
Computer consumables	4,772	3,940
Security/CCTV	5,188	3,610
Catering Costs	642	274
Air Conditioning		3209
Advertising/Promotional		381
Solar Power Installation	5,497	
Bad Debt	660	
Communications	439	
Fire Safety	1,185	
Lift	745	
Gardening	1,284	
Sundries		47
	85,096	66,770
Staff Costs		
Wages	43,855	51,478
Pensions	4,045	3,472
	47,900	55,220
Support Costs		
Governance Costs		
Accounting professional fees	402	128
Annual return		
Bank and credit card charges		
	402	128
Total resources expended	133,398	122,118
Net income/(expenditure)	(1,820)	7,175

This page does not form part of the statutory financial statements

Dove Community Resource Centre

Financial Activities April 2024 - March 2025

	TOTAL	
	APR 2024 - MAR 2025	APR 2023 - MAR 2024 (PP)
Income		
Services	197.00	5,030.20
Total Interest	1,371.68	1,083.65
Total Miscellaneous Income	0.26	215.00
Total Office Rents		
Meeting Room Lets	53,487.50	45,959.25
Rents/Room Hire Tenants	76,520.73	75,911.41
Total Total Office Rents	130,008.23	121,870.66
Uncategorised Income		1,093.14
Total Income	£131,577.17	£129,292.65
TOTAL	£131,577.17	£129,292.65
Expenditures		
Advertising/Promotional		380.40
Bad Debts	660.00	
Catering Costs	642.26	273.90
Computer / Software Expenses	4,772.06	3,939.76
Costs reclaimed		0.00
Insurance	5,265.85	4,243.30
Miscellaneous Expenses (deleted)		4.50
Professional Fees	402.15	127.99
Property Expenditure		
Air conditioning		3,208.96
Compliance	2,125.00	1,384.45
Data Protection	47.00	35.00
Total Compliance	2,172.00	1,419.45
Data Network	740.66	830.94
Fire safety/maintenance	1,184.94	668.02
Gardening	745.00	875.00
Lift Contract	1,284.00	8,701.14
Poster Board/Signs for building		5.00
Repairs & Refurbishments	31,213.84	5,745.33
Total Property Expenditure	37,340.44	21,453.84
Salaries/Wages costs	47,899.93	55,219.27
Security	5,187.67	3,609.33
Solar/battery Power installation	5,497.00	
Telephone,post & office sup	1,306.69	4,085.58
Total Cleaning Costs	14,415.57	14,001.76
Unapplied Cash Bill Payment Expense	0.00	
Uncategorised Expense		1,093.14
User Communications	439.06	1,202.85
Utilities	39.18	0.00
Electric	2,148.37	3,452.75
Electricity Export Fee		-15.99
Gas	3,876.87	6,322.57
Waste Services	2,036.45	1,853.06
Water	938.29	572.70

Dove Community Resource Centre

Financial Activities

April 2024 - March 2025

	TOTAL	
	APR 2024 - MAR 2025	APR 2023 - MAR 2024 (PP)
Total Utilities	9,039.16	12,185.09
Volunteer/Staff/Trustees Expen	529.70	296.32
Total Expenditures	£133,397.54	£122,117.03
NET OPERATING INCOME	£ -1,820.37	£7,175.62
NET INCOME/(EXPENDITURE)	£ -1,820.37	£7,175.62

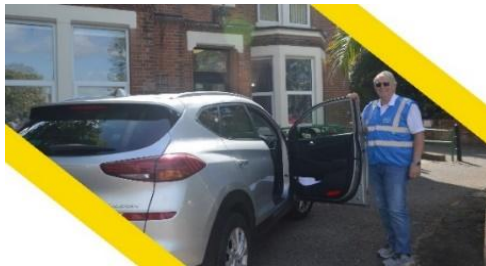
Dove Lodge Community Resource Centre

This year as part of our annual report we are including an impact report to help raise awareness of the services that we all provide here at Dove Lodge Community Resource Centre and highlight how our organisations have supported and contributed to the lives of our local community helping to make it a better place to live.

Firstly, we would like to highlight the work of our Resident Organisations:

Resident Organisations:

Arun Community Transport:



Arun Community Transport operate as a charity to offer affordable transport for people who cannot access public transport primarily to attend medical appointments. Our offices are located within the Dove Lodge Community Resource Centre. ACT have been residents of the centre for many years, the facilities provided are excellent with our staff being able to enter

and exit with security passes to meet the demands of our busy service. There is always a warm and friendly greeting with tea and coffee facilities provided by the Centre. Communication is vital to our service, the Centre provide excellent wifi and telephone connectivity.

Contact Details:

01903 792110

office@actransport.org.uk

www.actransport.org.uk

Arun Counselling Centre:



Arun Counselling Centre (ACC) is a charitable organisation that provides low-cost counselling services for people in the Littlehampton area. These services are non-discriminatory and are provided in a confidential setting within Dove Lodge Community Resource Centre. ACC also provides support to counsellors in their professional training and development. Training workshops are provided for counsellors within, and external to, the local area. ACC is accredited by the British Association for Counselling and Psychotherapy and is committed to the BACP Ethical

Framework for the Counselling Professions.

Contact Details:

01903 714417

admin@aruncounselling.com

www.aruncounselling.com

Carers Support West Sussex:



Did you know, 3 out of 5 people will become an unpaid carer. Anyone can be a carer, an 85-year-old husband caring for his wife with Dementia, an 18-year-old looking after her Mum with a long-term illness or a young person looking after a parent with an alcohol problem. For some caring has always been part of their life, for many it evolves over time and for others they are suddenly thrown into a caring role.

Carers Support West Sussex provides carers with guidance, practical help, and emotional support. They have a range of services from benefit advice to accessing carer funds, support groups and a carer helpline.

Contact Details:

0330 028 8888

info@carerssupport.org.uk

www.carerssupport.org.uk

Cornfield School:

Off Site Provision offers a learning environment designed to cater to the needs of students who may benefit from alternative educational settings. We provide tailored support that fosters personal development, enhances academic achievement, and cultivates essential life skills. With a commitment to inclusivity, our programme is specifically structured for students who may face challenges within a classroom environment, ensuring their unique circumstances are fully recognised and addressed.

Our curriculum covers a broad range of subjects, and promotes learning for life. This approach not only equips students with essential knowledge but also helps to instil a sense of responsibility and ownership over their learning journey.

Contact Details:

07907711681

glamb@cornfieldschool.org.uk

www.cornfieldschool.org

Change, Grow, Live:

The First Step team provides a single point of contact across West Kent, East Sussex and West Sussex. Please use our telephone number 0330 128 1113. Our team will direct your call, so you can quickly get to speak to the right person. First Step will make it easier for you to get the advice and information you need.

Leading Social Care Charity — We Help People Change, Grow & Live. Find out more about our work. Employment advice. Social activities. Counselling. Information & advice. Work with friendly teams. Family support.

Contact Details:

0330 128 1113

WestSussex.FirstStep@cgl.org.uk or First.Step@cgl.org.uk

www.changegrowlive.org

Impact:

Advocacy

Impact advocacy services support adults with a range of disabilities living in West Sussex. Each year our advocates support parents with learning disabilities who are involved in Child Care Proceedings as well as adults with learning disabilities, physical impairments, sensory impairments, acquired brain injuries and adults on the Autistic Spectrum to navigate financial issues they are experiencing. Advocacy provides 1:1 support to ensure people understand their rights have their voices heard and where possible issues resolved.

Workability

Impact Workability supports 100's of adults each year with physical impairments, sensory impairments or acquired brain injuries and carers over the age of 18 to find information, support and guidance to help find paid or unpaid work, and/or training.

Contact Details:

01903 730044

info@impact-initiatives.org.uk

www.impact-initiatives.org.uk

Reaching Families:



Reaching Families is a parent-carer led, grassroots charity established in 2008 to “*empower, inform and support parents and families of children and young people with special educational needs and disabilities in West Sussex.*” We work to address needs that are universal to parent-carers to support them in their daily lives. Each year we help over 3000 parent-carers across West Sussex through a range of high quality projects and services including, an in-depth parent-carer guide ‘*Making Sense of It All*’; a wide ranging series of factsheets and short animated videos; an extensive training programme; benefits advice service; parent-carer befriending service; seven parent support groups; NDP navigation service and an online Facebook support group.

Contact Details:

01903 366360

admin@reachingfamilies.org.uk

www.reachingfamilies.org.uk

Room Users:

We currently have over 50 different users; included in these are statutory, charities and local community users.

Here are some of these organisations that were happy to be included in our report:

The Aldingbourne Trust/ Arun Connects:

Our drop-in service at Dove Lodge provides information, advice, and guidance to help you access mainstream services and connect with your local community. We can assist with housing, benefits, money management, safety, bills and letters, employment, volunteering, travel, health, advocacy, and social activities. We also provide support and information for family members and friends who care for people with lifelong disabilities or autism.

Contact Details:

07793 244130

romg@aldingbourne.org

www.aldingbournetrust.org

dizzy - Support for Diabetes:

dizzy raises awareness of and supports people living with Diabetes or those at high risk of developing it.

Our peer to peer group sessions are held at Dove Lodge on a bi-monthly basis.

Contact Details:

01903 774777

info@dizzy.org.uk

www.dizzy.org.uk

Littlehampton District Lions Club:

We are a group of 26 volunteers whose main aim is to support the local community. We do this by securing donations and grants and by organising and attending local events throughout the year.

We are the local club of Lions International who have nearly 1.4m members, in over 200 countries within 49,000 clubs.

Contact Details:

03458 332 748

enquiries@littlehamptonlions.org

<https://e-clubhouse.org/sites/littlehamptonuk/>

Littlehampton Harbour Board:

Littlehampton Harbour is a Trust Port and as a statutory harbour authority, Littlehampton Harbour Board, has statutory powers and duties for the purpose of improving, maintaining and managing the harbour.

Contact Details:

01903 721215

harbour@littlehampton.org.uk

www.littlehampton.org.uk

Lucy Ward Counselling:

Psychotherapeutic Counsellor MBACP

You might be looking for help to make some changes, to process loss or to find some relief from feeling anxious, depressed or stressed. I offer a non-judgemental, empathic space in which we can work through your issues together. Free initial call.

Contact Details:

07391 299414

lucywardcounselling@gmail.com

For more details, find me on Counselling Directory:

[Lucy Ward Counselling Directory](#)

OR:

www.counselling-directory.org.uk

Sussex Prisoners' Families:

Sussex Prisoners' Families is a Charity, based in Sussex, offering emotional and practical support for people that have a family member, or loved one, going through the Criminal Justice System.

Contact Details:

01273 499843

info@sussexprisonersfamilies.org.uk

www.sussexprisonersfamilies.org.uk

West Sussex County Council: Adult Learning Service

We offer adult education programmes across West Sussex. Our classes at Dove Lodge are English for speakers of other languages (ESOL), and classes for adults with learning disabilities (ALD). Our ESOL classes are suitable for beginners and intermediate learners. Our ALD classes are English, and Arts and Crafts for Wellbeing. Enrolment on our courses is by referral only. Please contact us for further information.

We really value being able to hire teaching rooms at Dove Lodge for our classes. Learners really benefit from being in a community setting. The location and accessibility are great. Our classes are always popular and well attended. Without Dove Lodge we would not be able to offer this service in Littlehampton.

Contact Details:

0330 222 4400

adult.learning@westsussex.gov.uk

<https://www.westsussex.gov.uk/education-children-and-families/adult-learning-service/>



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Dove Lodge Community Resource Centre

On accounts for the year
ended

31st March 2025

Charity no
(if any)

1097703

Set out on pages

1-26

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 / 2025.

Responsibilities and
basis of report

As the charity's trustees, 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 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.

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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- 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:

Date:

12/11/25.

Name:

NAOMI GOOD

Relevant professional
qualification(s) or body
(if any):

Address:

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PO9 1LE