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RWC
FOR THECOMMUNITY

ROTTINGDEAN WHITEWAY CENTRE

ANNUAL REPORT 2025



AGM TUESDAY 26 MAY 2026 AT 7.00PM @WHITEWAY CENTRE

ROTTINGDEAN WHITEWAY CENTRE
RUN BY THE COMMUNITY, FOR THE COMMUNITY

CHAIR'S REPORT - BILL MCNAUGHT

This is my second Chairman's report following another very successful year, as a result of the dedication and hard work of a great team of Committee Members, Centre staff and other volunteers.

Let me start by formally thanking all of them for their invaluable contribution.

As usual, I am not going to replicate details in the reports prepared by other Committee Members, because you'll be able to read much of the detail from them.

The past year has seen a significant number of changes to our Committee. Sadly, during the year, we lost Mike Gregory, who had just retired as our Secretary after a long and courageous battle with cancer. Fortunately, David Currie volunteered to fill this position.

Claire Johnson also stepped down during the year as our Treasurer and has been replaced by Dr Roger Winter, and Alex Russell has taken over as Website Administrator, replacing Virginia Fung.

For some time, Peter Hewetson-Brown has organised our 'Special Events', a series of monthly talks usually held on Friday evenings. Peter also decided it was time to let someone else take over the role and was able to persuade Nigel Kermode to replace him. These events have been re-badged as 'Inspirational Talks by Inspirational People in Sussex'.

Since 2018, both Lynn and Stewart Hutchinson have covered a variety of roles on our Committee and over the years have made a significant contribution to the successful running of the Centre. They have both also decided to 'retire' from the Committee and we are currently in the process of recruiting new volunteers.

I would like to offer our sincere thanks to all those retiring from the Committee for helping make the Centre the success it is today.

Funding maintenance and improvements to the Centre is expensive, so we are extremely grateful to The White Horses, and their owners, Greene King, for choosing us as one of the charities they support, and their generous donations throughout the year.

As the summers grow much warmer, we decided to install air conditioning in the Youth Hall, and the Main Hall. We were helped by another generous donation from the Village Fair Committee, and we thank them for their support, as without which this might not have been possible.

I am pleased to report that we have agreed a long-term contract with the Appletree Nursery, ensuring they continue to use our facilities for many years to come.

Finally, I would like to thank all our users – the hundreds of people who attend courses and our talks, the many clubs and organisations who use the Centre, all those who book our rooms for parties and celebrations and lastly the nursery.

TREASURER'S FINANCIAL REPORT - ROGER WINTER

Year End 2025

Income

Overall total income was £138,963, 30% over the budget of £107,150.

Education course nett income was £90,760 37% above the budget of £66,000.

Income from user group and single room hire total £15,932 10% above budget of £14,500.

Income from the nursery was as budgeted £20,626.

Special education events income was £3,344 was slightly under the budget of £4,000.

We were in receipt of a very generous anonymous donation of £5,998.

Expenditure

Overall expenditure was £119,837, 9% below the budget of £127,355 .

Tutors wages including tax and NIC was £48,283 5.4% above budget of £45,800, reflecting the increased number of educational courses.

Staff wages including tax and NIC £22,329 9% below budget of £25,060.

Expenditure on centre upkeep including modernisation projects and purchase of air conditioning units was £16,040 partially offset by a donation of £4,000 against a budget of £20,000.

Operating and service costs were close to budget.

Surplus/Deficit

We budgeted to have a deficit of £20,205 but ended with a surplus of £19,126.

Financial Stability and Reserves

Rottingdean Whiteway Centre is financially stable with a healthy surplus in reserves. We have total assets of £157,111. We have an agreed policy that we should keep reserves at a level between 6 and 9 months expenditure (£60,000 to £90,000).

A summary of the year-end Accounts can be found in Appendix 1.



RWC
FOR THE COMMUNITY

ROOM LETTINGS REPORT - JO NEWMAN

There were 306 booking items this year.
Commercial bookings – 16
User Groups – 95
Regular Users - 89
Single Bookings – 31
Nursery – 24

Many of these are for multiple bookings
So total sessions booked:

Commericial	User Groups	Nursery	Single & party	Regulars	Education	Total sessions
47	377	270	31	89	7	821
Down from 2024	Down from 2024	Down from 2024	Up from 2024	Up from 2024	Up from 2024	Down from 2024

Commercial Users
Mostly just Karen with her fitness sessions on Fridays. We had our regular annual Doggie first aid course and the nice addition of a Christmas class on making nice smelly things from essential oils.
Amy Thompson comes back with her Children's Cooking classes a couple of times a year.

User Groups
We have lost the U3A group as they could not find anyone to organise their sessions. We have 13 'User Groups', though 2 of these are from the original cohort of User Groups but meet rarely.
Board Games has proved very popular and is now booked weekly until the end of this year.
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Regular Users
Now seem to be going strong and so deserve their own category
These include acting rehearsals, music rehearsals, church services and AGMs
This year we also had the wonderful addition of a 4 day pop-up charity shop in aid of PARC.

Education
2 Tutors from the education programme now run their own classes – one in addition to her education courses. The singing teacher decided to work outside the education programme and has now successfully added weekend sessions to her bookings.

Cancellations and rejections
Have gone from strength to strength – 38 this year. Around a dozen tried to book for a day when we were full, 5 booked far too close to the date of their booking and 17 booked and didn't pay and didn't reply to requests for payment

As ever the total monies will not match the Treasurer's figures. Bookings made before the start of the year and paid for in 2024 will still show up on 2025 occupancy reports.

Single Lets Including Parties, Regular Users, Education, AGMs
Total: £ 7,764

User Groups
13 Regular User Groups
Total: £ 11,711.03

Commercial & for Profit
Total: £ 1,955

Nursery
Total : £ 20,791.74

GRAND TOTAL: £ 42,221.77 (£62 less than last year)

EDUCATION REPORT - CAROLINE ELLIS

Course organisation and enrolments

2025 was a mostly positive year for education courses. We had new tutors for both Pilates and Italian and these classes have recruited well and remain stable. The Renaissance Art starting in September did not, however, continue into the following terms as planned because the tutor was committed elsewhere.

Five week courses continued in Bridge and Pilates, but no others were added and Group Singing was taken independently by the tutor. Four language levels in each of the three languages – French, Italian and Spanish were established for the Autumn term, giving more consistency across the levels.

Total numbers are slightly down on 2024.

	Spring	Summer	Autumn
2024 Courses	34	31	41
2025 Courses	33	29	35
2024 Attendance	372	291	408
2025 Attendance	341	270	353

In 2025 a total of 97 (106 in 2024) courses were run with 964 attendees (1,071 in 2024), Most were face to face, but some were via Zoom and some (Bridge and Pilates) had two 5 week courses in each term as opposed to the standard 10 weeks.

	Courses
Art	19
Fitness and Wellbeing	13
History and Geography	9
Languages	40
Other (creative writing, music, singing, astronomy, bridge)	16
Total	**97**
Total attendees	**964**

The standard fee for a 10-week course was increased to £110 for the Autumn term and the bursary scheme, to help those who might have difficulty paying course fees, is still available.

PUBLICITY AND SOCIAL MEDIA - WENDY SWIFT

I am delighted that we have been able to maintain the amount of publicity we've undertaken over the last 12 months, not only to keep our current students informed about the courses and events we run, but also to reach a wider network in the community.

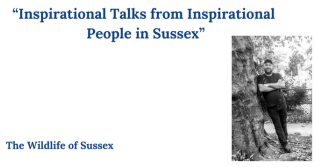
We promote our courses and Inspirational Talks in the Rottingdean Village News and quarterly in the The Deans Magazine and I'd like to say a big thank you to Roger and Sam who help us do this The launch of The Dean Scene weekly email has also helped us to communicate to all users and non-users of the Centre about the courses and events that we run - thank you to Lisa for saying 'Yes' to everything I ask you to publicise. In addition, we include details of the courses and Special Events in the Brighton & Hove Arts Council publications and, where appropriate, on the TV screens in the Rottingdean and Woodingdean libraries.

The re-launch of the Special Events programme, aptly re-named 'Inspirational Talks from Inspirational People of Sussex' has meant a lot of publicity and I've been delighted to support Nigel in establishing the programme this year.

Our newsletters have been going out much more frequently this year - particularly as we had so much activity to promote. 21 newsletters have been sent and reach well over 1,000 people. This helps to keep those people who have signed up to the newsletters informed about events we are running or when courses launch.

Details of all our events and courses are included in our noticeboard, which is at the end of Whiteway Lane (opposite The Plough).




"Inspirational Talks from Inspirational People in Sussex"

The Wildlife of Sussex

Michael Blencowe Saturday 28 February 2026 at 10.30 - 12.30

The diverse habitats of Sussex support a wide range of amazing species. Local naturalist Michael Blencowe will take us on a virtual tour of our county from the rockpools of our coastline, through the dark woodlands of the Weald, around the hot heaths and high up onto the South Downs. Along the way we'll learn all about the incredible wildlife that lives in Sussex.

£10 including a refreshment. Book on www.rwc.org.uk


"Inspirational Talks from Inspirational People in Sussex"

Becoming Elly Griffiths

Elly Griffiths (author) Saturday 28 March 2026 at 10.30 - 12.30

Brighton writer Domenica de Rosa describes leaving romance novels behind, turning to crime and becoming Elly Griffiths. Domenica has now written 32 books under her pseudonym and has become one of the country's best-selling authors. She talks about the road to publication, the inspiration behind her books and the reason why crime writers have more fun.

£10 including a refreshment. Book on www.rwc.org.uk

We re-launched our Special Events programme as 'Inspirational Talks from Inspirational People of Sussex'





We used the Village Fair as an opportunity to publicise the courses and events that we offer at the Centre.

ENROLMENTS - LINDSAY WINTER

The role I undertake in RWC is to ensure that our students can enrol in their chosen courses in as an accessible way as possible, to this end we hold an ”In Person“ enrolment after our courses are open for enrolment on-line. This means no member of our community is disadvantaged because they do not have or are not comfortable using a computer.
We also have a dedicated email address that members of the public, who are having difficulties with their enrolment can use and be helped or guided.

In accordance with our Safeguarding Policy, I have implemented some small changes to the way we take credit card payments. We now no longer take any card details over the telephone, customers enrolling in-person must tap in their own card details and we must use the Centres’ own computer not our own devices.

The Committee here at RWC is very much a team, so I would like to thank the other Committee Members who have helped me and taken over enrolment queries when I have been away.



WEBSITE ADMINISTRATION REPORT - ALEXANDRA RUSSELL

In October 2025, I joined the Committee as the website administrator, succeeding Virginia Fung.

During the reporting period, we have encountered some issues with various parts of the website, including general functionality and accessibility. Therefore we have started looking into options to improve the website. These improvements will focus on ease of use, robustness and future proofing.

The website continues to publish newsletters, photographs and open volunteering positions, along with providing the public with a way to book courses, special events, and rooms. A ‘Donate’ button has also been added to the website to allow people to support the RWC outside of regular use.

BUILDING REPORT - COLIN ALEXANDER

My role is to make sure the building is maintained and safe for all.

The following were completed in 2025:-

- Replaced dishwasher
- Bought portable air conditioning units for the Main Hall and Youth Room
- Painted the courtyard building & replaced door, organised by Rottingdean Heritage
- Refurbished the ladies toilets; replaced toilets and sinks, also changed the floors and tiles
- Large TV installed in the Main Hall
- Pillars painted in the Main Hall
- Cleared path at the rear of the Main Hall
- The fire alarm, fire extinguishers and heating boiler have been tested and serviced
- Portable appliances have been inspected



BURSAR REPORT - STEWART HUTCHINSON AND ANDY WILSON

The voluntary role of Bursar is to ensure the building runs efficiently on a day to day basis, by supporting the three caretakers, who ensure that the building is clean and setups are done.

During 2025, Stewart retired from the Management Committee and the role of Bursar. A new Bursar, Jenny Marshall, resigned after a short period and Stewart returned to temporarily cover. He finally finished in October and Andy took up the temporary role.

The Centre is currently advertising for a new Bursar.

Throughout the year:-

• Any issues were dealt with promptly

• External windows were cleaned and gutters cleared of leaves

• The garden areas were maintained by Tom, the senior caretaker

• Damaged chairs were repaired and others disposed of

• New chairs were purchased

• Supplies for the Centre were purchased as required

• Profit from the supply of refreshments was £473.00

SPECIAL EVENTS - NIGEL KERMODE

I took on the role of Special Events Coordinator in May 2025 from Peter Hewetson-Brown. In the past Peter has made these talks an essential part of RWC's role in connecting with the community which have also been an important money raiser for our charity. I met with the committee in July 2025 to establish some important objectives and principles regarding the ongoing role of 'Special Events' in our calendar. Important agreements reached were:

- The primary objective of the Special Event programme and therefore my role is connecting with the local community, rather than a financial one.
- We will better coordinate with Mike Laslett from Rottingdean Heritage at the Grange to integrate with their activities, whilst also avoiding overlaps.

Against these objectives we made the following changes to the events programme;

- Reduced ticket pricing to £10 per person and included a free refreshment and snacks at each event. We've also encouraged the speakers to take a break in the middle of the talk to make it more of a social occasion
- Our speaker fees are now variable and will be more driven by market forces than a flat fee (within reason)
- We have created an overall theme of 'Inspirational Talks from Inspirational People in Sussex'. This guides the choice of speakers and drives the marketing campaign which is now heavily focussed on social media, as well as print
- Our programme operates from October through to April, leaving Rottingdean Heritage May to September for the 'Wednesdays at One' sessions. We have also integrated with the Grange's exhibition on Nicholson this summer with a separate event on July 18th, and invited David Bomford on April 11th in anticipation of this.
- We have kept an open mind on whether Friday evening versus Saturday morning is best, and this is still under review.

For the October 2025 to April 2026 season we have run or will run 9 Special Events. The following analysis does not include Rottingdean Quiz which was organised separately. These nine events have generated 397 attendances (a duplicated number) and generated £2,992.74 (estimated) after expenses. The breakdown of results is as follows:

Rottingdean Whiteway Centre Special Events Summary (Oct 25 - April 26)

Date	Speaker	Attendance	Revenue
Friday 3rd October	Prof Paul Griffiths	55	£371.49
Friday 24th October	Dr Dan Danahar	23	£120.00
Friday 14th November	Prof Nick Sotherton	24	£110.00
Saturday 6th December	Dr Alexandra Loske	49	£358.64
Friday 16th January	Dr David Rudling	27	£172.41
Friday 6th February	Dr Geoffrey Meade	61	£485.70
Saturday 28th February	Michael Blencowe	51	£354.50
Saturday 28th March*	Domenica de Rosa	70	£670.00
Saturday 11th April*	David Bomford	37	£350.00
Totals		**397**	**£2,992.74**

SPECIAL EVENTS - NIGEL KERMODE

Preliminary conclusions can be drawn from the data:

- The speaker/topic is the primary driver for attendance. We should not be put off by paying extra for a highly reputable speaker
- Saturday is slightly preferred on balance to Friday, looking at attendance rates (52 versus 38 on average).

Other important learnings from the latest round of talks are as follows:

- The social media programme seems to be giving us a boost in ticket sales from anecdotal sources. At minimum we are raising awareness and demonstrating that RWC is putting on a lot of events for the community.
- We have taken advice and dropped alcohol from the events. I will look at whether a licence is a good idea for the Centre separately. However, this becomes less important if we keep the events on a Saturday morning.
- We had a problem in the Dr Geoffrey Meade talk with an electrical failure. We strive for technical excellence and have done a lot of 'behind the scenes' work to avoid a recurrence of this problem.

Finally, looking at the data, we have clearly found some speakers who really do bring in a big audience. Consequently, I have already invited some of them back for the 2026/27 programme. At present I have filled 7 out of 9 slots which are available and will be publicising them shortly on the website. Whilst it is tempting to invite back the same speakers, I am aware we need to strike a balance, so that we bring in a diversity of subject matter but keeping it under the general theme of 'Inspirational Talks from Inspirational People in Sussex'.

Finally, I would like to acknowledge the huge help from Peter who has been ever present to help during the handover and also at all the events. Thanks to Wendy for the outstanding publicity, to Richard and Tom for setting up the room in advance, to Colin for all the building and technical help and to Lynn, Stewart and my wife, Teresa for helping with all the events either 'on the door' or 'on the refreshments'!

OUR VOLUNTEERS

Rottingdean Whiteway Centre is run by a team of volunteers, supported by our caretakers and cleaner (which are paid positions). We are always looking for people who want to join us and do as much or as little as they want (although we encourage everyone to get involved in set role).

Read Alex's story below, about why she came to volunteer at the Centre.

If you would like to join us, please contact our Chair, who would be really pleased to discuss all opportunities.



We currently have two specific vacancies that you may wish to consider. One is a volunteer position, the other a paid tutor role. We are always looking for experienced tutors, who wish to teach at our Centre.





Why I became a volunteer - Alexandra Russell

I became a volunteer for the RWC to support my local community and help contribute to and preserve this long running charity. I wanted to find a way to put my current skills to use in a new environment and develop new skills along the way.

In my role as the Website Administrator, I've been able to meet lovely, friendly and supportive people, whilst contributing to the community in a meaningful and fulfilling way. I would highly recommend volunteering at the RWC.

RWC Summary as of 31st December 2025

					2025		December 2024	25-24
Spend	**2021**	**2022**	**2023**	**2024**	**Budget**	**Spend**	**Comparison**	Difference
Tutors Wages	£24,287	£32,537	£38,453	£40,243	£42,000.00	**£45,247.32**	£32,313.91	£12,933.41
Tutors Tax and NIC	£4,239	£3,144	£3,832	£3,556	£3,800.00	**£3,036.14**	£3,556.44	-£520.30
Staff Wages	£12,504	£17,383	£18,665	£20,799	£21,500.00	**£19,719.40**	£18,766.83	£952.57
Staff Tax and NIC	£2,468	£2,482	£2,531	£2,363	£3,560.00	**£2,609.33**	£749.40	£1,859.93
Payroll Services	£1,452	£840	£1,373	£1,914	£2,000.00	**£1,721.40**	£1,722.90	-£1.50
Travel Expenses	£121	£36	£35	£0	£100.00	**£0.00**	£0.00	£0.00
Staffing Costs	**£45,071**	**£56,422**	**£64,889**	**£68,876**	**£72,960.00**	**£72,333.59**	£57,005.56	£15,328.03
Repairs & Maintenance	£3,390	£2,283	£8,434	£9,535	£9,500.00	**£9,133.43**	£8,831.53	£301.90
Modernisation/ Reserves	£25,180	£7,639	£27,468	£21,994	£20,000.00	**£12,064.45**	£21,994.14	-£9,929.69
Air Con Restricted donation to £4000						**£4,000.00**		£4,000.00
Furnishings & Equipment	£560	£377	£611	£1,861	£1,000.00	**£1,139.35**	£1,549.83	-£410.48
Inspections, Health & Safety	£775	£526	£1,185	£620	£1,200.00	**£369.60**	£482.31	-£112.71
Computer Hardware	£460	£0	£1,233	£0	£0.00	**£0.00**	£0.00	£0.00
Cleaning	£2,339	£1,253	£1,350	£1,438	£1,600.00	**£1,499.77**	£1,323.21	£176.56
Garden	£158	£20	£0	£0	£200.00	**£146.29**	£0.00	£146.29
Centre Upkeep	**£32,862**	**£12,098**	**£40,281**	**£35,449**	**£33,500.00**	**£28,352.89**	£34,181.02	-£5,828.13
Insurance	£1,487	£2,130	£1,302	£1,685	£1,900.00	**£1,844.65**	£1,685.23	£159.42
Business Rates	£154	£409	£189	£163	£200.00	**£366.22**	£147.17	£219.05
Electricity	£1,604	£731	£2,454	£3,551	£4,000.00	**£3,623.75**	£3,550.61	£73.14
Gas	£4,029	£5,088	£5,823	£5,619	£6,000.00	**£4,000.00**	£5,238.33	-£1,238.33
Water	£617	£1,249	£1,907	£2,671	£3,000.00	**£3,092.13**	£2,360.17	£731.96
Phones & Wifi	£632	£663	£798	£738	£750.00	**£739.96**	£676.51	£63.45
Website	£8,377	£849	£818	£936	£1,000.00	**£1,391.84**	£935.86	£455.98
Operating Costs	**£16,899**	**£11,120**	**£13,292**	**£15,363**	**£16,850.00**	**£15,058.55**	£14,593.88	£464.67
Printing and Advertising	£856	£644	£709	£919	£1,000.00	**£627.21**	£919.05	-£291.84
Stationery & Postage	£49	£86	£104	£131	£150.00	**£224.02**	£120.88	£103.14
Software (Zoom & Antivirus)		£98	£183	£183	£175.00	**£300.47**	£167.47	£133.00
50th Event Costs	£0	£0	£0	£117	£0.00	**£0.00**	£117.07	-£117.07
Refreshments	£0	£531	£0	£0	£0.00	**£0.00**	£0.00	£0.00
Professional Services	£194	£1,227	£444	£364	£1,000.00	**£774.98**	£364.03	£410.95
Bank Charges	£96	£81	£69	£60	£70.00	**£55.00**	£55.00	£0.00
Stripe/Sumup Fees	£726	£1,268	£1,520	£1,763	£1,450.00	**£2,097.85**	£1,601.71	£496.14
Training	£0	£0	£50	£113	£100.00	**£0.00**	£112.50	-£112.50
Gifts	£0	£50	£38	£28	£50.00	**£0.00**	£27.53	-£27.53
Health & Safety Purchases	£23	£14	£3	£0	£50.00	**£11.98**	£0.00	£11.98
Service Costs	**£2,314**	**£4,000**	**£3,120**	**£3,676**	**£4,045.00**	**£4,091.51**	£3,485.24	£606.27
Total Spend	**£97,146**	**£83,640**	**£121,581**	**£123,364**	**£127,355.00**	**£119,836.54**	£109,265.70	£10,570.84

Income	**2021**	**2022**	**2023**	**2024**	**BUDGET 2025**	**2025**	Dec-24	25-24 Difference
Adult Education Courses	£45,627	£56,622	£68,113	£73,174	£66,000.00	**£90,759.61**	£65,550.33	£25,209.28
User Group Room Hire	£11,618	£18,353	£13,813	£11,866	£9,500.00	**£10,776.19**	£11,946.00	-£1,169.81
Single Let Room Hire	£3,675	£6,725	£5,218	£5,103	£5,000.00	**£5,155.70**	£4,239.00	£916.70
Special Education Events	£280	£2,094	£2,142	£4,192	£4,000.00	**£3,344.33**	£3,970.20	-£625.87
Non-Education Events	£0	£0	£0	£677	£500.00	**£733.49**	£731.95	£1.54
Apple Tree Nursery		£0	£20,625	£21,314	£20,625.00	**£20,626.25**	£18,906.25	£1,720.00
Refreshments	£72	£551	£573	£1,035	£500.00	**£473.10**	£909.98	-£436.88
Photocopy Fees	£40	£0	£0	£0	£0.00	**£0.00**	£0.00	£0.00
Village Fair	£0	£970	£436	£1,174	£1,000.00	**£1,037.81**	£1,174.26	-£136.45
Donations	£0	£0	£13	£313	£0.00	**£5,998.50**	£312.50	£5,686.00
Other	£0	£0	£179	£0	£0.00	**£0.00**	£0.00	£0.00
Interest	£0	£22	£51	£38	£25.00	**£57.85**	£22.86	£34.99
Covid 19 Grant & Payroll	£28,032	£0	£0	£0	£0.00		£0.00	£0.00
Total Income	**£89,713**	**£85,998**	**£111,163**	**£118,885**	**£107,150.00**	**£138,962.83**	£107,763.33	£31,199.50
Income less spend	**-£7,433**	**£2,359**	**-£10,417**	**-£4,479**	**-£20,205.00**	**£19,126.29**	-£1,502.37	**£20,628.66**

Accounts Balance

	End 2021	End 2022	End 2023	End 2024	Wednesday, December 31, 2025
CAF Current	27,581.85	29,940.77	19,523.40	33,044.63	**40,170.92**
Savings Accounts					
CAF Gold Account	32,221.26	32,344.44	- 32,951.57-	15,561.24	- **27,957.07-**
COIF Short Duration Bond	30,078.60	25,298.41	- 27,132.85-	28,343.98	28,579.11
COIF Investment (R)	46,752.08	46,217.42	- 51,787.42-	53,870.51	53,421.92
COIF Deposit (C)	3,379.97	4,156.48	4980.29	6,596.39	6,981.90
Total Savings	112,431.91	108,016.75	116,852.13	104,529.59	**116,940.00**
Grand Total	140,013.76	137,957.52	136,375.53	137,574.22	**157,110.92**
				£18000 transferred from Gold acct	**£12000 transferred from Current to Gold acct**

Restricted Donation for AirCon		
Donation	-	4,000.00-
Spend		£4,000.00
Remaining		£0.00