



THE COPLOW CENTRE

Charity number 1057581

(Regulated by the Charities Commission for England and Wales)

Uppingham Road
Billesdon
Leicester LE7 9FL

ANNUAL REPORT

FOR THE YEAR ENDED 31ST JANUARY 2022

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THE COPLOW CENTRE

Charity number 1057581

TRUSTEES ANNUAL REPORT **FOR THE YEAR ENDED 31ST JANUARY 2022**

REFERENCE AND ADMINISTRATION DETAILS

Principal address: Uppingham Road
Billesdon
Leicester LE7 9FL

Website: www.thecoplowcentre.com
Contact: Enquiries@thecoplowcentre.com

Trustees and Executive Committee (who served during the year):

Mr P Collins – Chairman and Treasurer
Mr S. Cherry (resigned 14th July 2021)
Mr P. Francis (representing Billesdon Parish Council)
Ms. G. Immins
Mr S. Keast – Secretary
Ms. R Kirk (appointed 7th October 2021)
Mrs. S. Modha (representing Harborough District Council)
Mr. C. Parmar-Saville
Mrs. D. Parmar-Saville
Mr. J R Unna (resigned 21st October 2021)

Reporting Accountant: Mr J.W. Ireland FCA
(Independent Examiner) Ireland & Company Limited
10 Station Street
Kibworth Beauchamp
Leicester LE8 0LN

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The charity's trustees are responsible for preparing an annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity's trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charities – Statement of Recommended Practice ("SORP").
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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TRUSTEES ANNUAL REPORT **FOR THE YEAR ENDED 31ST JANUARY 2022 (continued)**

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is governed by its constitution, and it is administered and managed by members of the Executive Committee in accordance with the constitution.

Membership of the charity is open to individuals and corporate bodies who are interested in furthering the work of the Charity. The Executive Committee consists of members either elected at the Annual General Meeting, nominated by the District and Parish Councils, or co-opted by the Committee.

OBJECTIVES AND ACTIVITIES

The purposes of the charity are:

To provide community activities for all ages and abilities for people in Billesdon and surrounding area. To promote arts, culture, and healthy living.

In support of this we have a programme of activities to promote arts and culture, healthy lifestyle, and community activities. A broad range of activities including amateur dramatics, travelling performers, exhibitions, dance, sports, music, bridge, and fitness classes are held for the enjoyment and education of our local community. We ensure that we offer opportunities for a broad range of people to get involved in activities, which empowers people to learn new skills, socialise, stay healthy and enjoy themselves.

We offer discounted rates for local people to hire space and access activities. Young people are encouraged to participate in the activities held at the centre and currently take an active role in amateur dramatics.

Main activities

The Coplow Centre provides benefit to the public through engaging in activities that help residents in the community to participate in a variety of events, learning new skills and having new experiences. We have considered the Charity Commission's guidance on public benefit and fee charging, to ensure the centre is accessible to all.

Volunteers

The Coplow Centre is a community centre that relies on unpaid volunteers to help run the events and carry out other duties necessary for the safety and wellbeing of all. The volunteers enable events held at the Centre to cost less than would be necessary if paid staff were employed. Their duties include maintenance, taking bookings, running the bar, working in the kitchen area, stewarding at events and the setting up and clearing down for planned events.

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TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31st JANUARY 2022 (continued)

REVIEW OF THE YEAR 2022

Role and aims

The Charity is governed by its Constitution and is currently managed by seven trustees ("The Executive Committee"). The aim of the Charity, and the Executive Committee that run it, is to maintain and invest in The Coplow Centre in Billesdon, ensuring that it is managed efficiently, is adequately financially resourced, both now and for the future, and is available to all sections of the Community to use. These aims have been successfully fulfilled during the year ended 31st January 2022.

As noted below, we have continued to invest in the Centre, albeit at reduced levels this year, whilst ensuring that our reserves were maintained at adequate levels. Wherever possible we make the Centre available for free for local groups who may not otherwise be able to afford the charges. The all-weather Sports court continues to be free to access for most and Brownies, Rainbows, young person's Discos, the Church fund raising committee, Billesdon Good Neighbours Scheme and funerals for local persons are not charged for use of the Centre. It is the intention that, whilst still generating sufficient income to run the Centre, additional local groups will be provided with free of charge access in the coming year. We also continue to encourage a larger involvement by the local community in the Centre's affairs, with a desire to increase the Centre's membership.

Although we remained closed to all indoor activities up until May 2021 due to Covid-19 restrictions, regular weekly classes, drama productions, parties and wedding receptions have all returned this year. We were grateful to receive Covid-19 grant funding of £13,430 (2021: £17,835) from central and local Government, significantly improving our financial position and our ability to maintain and invest in the Centre. Results can be summarised as follows:

	2022 financial year £	2021 financial year £	% movement
Revenue	24,710	8,938	Up 176%
Expenditure	24,142	17,773	Up 36%
Surplus/(deficit) for the year, before grant income	568	(8,835)	
Covid-19 related grants received	13,430	17,835	
Surplus for the year - reported	13,998	9,000	

All that we have achieved could not have happened without the tireless work of the Executive Committee, all of whom give of their time and expertise willingly, opening and closing for events, taking bookings, maintenance, cleaning, running the bar and many other roles too numerous to mention. I would like to take this opportunity to thank them all. It is due to their commitment that we look forward to the remainder of 2022 and beyond with confidence. I must also thank our Parish Council for their continued support, and for all those who run and attend the many classes and events that we host. Without all their support we would not be able to manage and invest in the Centre as efficiently as we do.

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TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31st JANUARY 2022 (continued)

Results

As noted above, the year saw a significant improvement in activity levels, albeit from low levels in the previous year. Excluding Covid-19 related grant income, revenues increased by £15,772 (+176%) compared to last year, with regular classes and third-party bookings returning. In addition, we received a generous donation of £5,000 from the estate of one of our, now deceased, most ardent supporters.

We continue to maintain the Centre whilst carefully controlling our expenditure. Overall spend was £6,369 (36%) higher than in the previous year. Repairs and maintenance remain our largest element of spend, accounting for £10,025 or 42% of total expenditure, similar to last year's level (before grant income), the most notable projects being:

- i. Tree works at side and rear of building £2,945 (reducing risk of potential damage to building of falling trees)
- ii. CCTV equipment replacement £762
- iii. Pressure washer repairs, chiller unit repairs, new fridges, general maintenance

Electricity costs have trebled since last year (up £1,941), due in part to increased unit costs but mainly due to a high take up of the free electric car charging facility offered to local residents (a small charge to cover our costs was introduced in December 2021). Website costs have also trebled since last year (up £1,255), due to a redesign and relaunch of the site and more active promotion of events held at the centre.

We continue to manage our financial affairs prudently. We have £47,315 (2021: £26,053) in our bank accounts at the year-end (representing 23.6 months of our 2021/22 annual expenditure, up from 17.6 months last year and well above our long-term target of 6.0 months). This increase is primarily due to donations and grant monies being received during the year but as noted below, planned expenditure on various projects being delayed to 2022/23, in part due to difficulty engaging contractors to quote and then complete the required works.

Plans have been drawn up to spend a significant proportion of our reserves during the early part of the forthcoming financial year, the following being key projects hoping to be completed within the next couple of months:

- Refurbishment and modernisation of the toilet areas
- Replacement of external roadside signage (with illumination)
- Resurfacing and marking out of car park areas dedicated to the electric car parking points
- Hall and lounge heating improvements
- External table tennis table
- Replacement of all hall chairs

We are very grateful to The Edith Murphy Foundation who have provided £7,400 towards the refurbishment and modernisation of the toilet areas (held on our balance sheet as at 31st January 2022 awaiting commencement of spend).

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TRUSTEES ANNUAL REPORT **FOR THE YEAR ENDED 31st JANUARY 2022 (continued)**

The land and property

After many years of uncertainty, the ownership of the Centre land and building was legally transferred in February 2019, for nil consideration, from Harborough District Council to three members of the Executive Committee, namely. P. Collins, P. Francis and S. Keast. The aforementioned members hold the assets as Custodian Trustees, beneficial ownership residing with The Coplow Centre.

This structure was done on the advice of our legal advisors who informed us that the Charity could not itself hold land as it does not have a separate legal "personality". We are looking into becoming a Charitable Incorporated Organisation ("CIO"), an entity which is allowed to own land. When this change has been made, the land and property will be transferred from the Custodian Trustees to the Charity.

The future

With the lifting of Covid-19 restrictions and our healthy financial position we enter 2022/23 with a high degree of confidence. We will continue to monitor expenditure closely, but our healthy January 2022 year end bank balances of £47,315 give us confidence that we have the financial resources in place to continue to keep the Centre adequately funded for the foreseeable future. For these reasons, we continue to prepare these financial statements on a going concern basis.

The 2022 Annual General Meeting is scheduled for Thursday 3rd March 2022 at 5.00pm where the Committee will be available to answer any questions that you may have concerning the running of the Centre. The Chairman and Secretary are always available to answer any concerns that members may have (contact details as below).

Approved by the trustees on 4th February 2022 and signed on their behalf by:



.....
Paul Collins
Chairman
paulc@thecoplowcentre.com



.....
Simon Keast
Secretary
simonk@thecoplowcentre.com

THE COPLOW CENTRECharity number 1057581**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31ST JANUARY 2022**

		<u>2022</u>	<u>2021</u>
	Notes	£	£
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income	2	19,130	18,535
Activities for generating funds	2	19,007	8,231
Investment income	2	3	7
Total incoming resources		<u>38,140</u>	<u>26,773</u>
 RESOURCES EXPENDED			
Charitable activities	3	23,480	16,752
Governance costs	3	662	1,021
Total resources expended		<u>24,142</u>	<u>17,773</u>
 Net movement in funds		13,998	9,000
 Total funds brought forward	8	<u>37,114</u>	<u>28,114</u>
Total funds carried forward	8	<u>51,112</u>	<u>37,114</u>

The notes on pages 8 to 10 form part of these financial statements.

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**STATEMENT OF FINANCIAL POSITION
AS AT 31ST JANUARY 2022**

		<u>2022</u>		<u>2021</u>	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	5		23,644		26,768
CURRENT ASSETS					
Stock (bar stocks)		1,171		925	
Debtors	6	3,210		1,849	
Cash in hand and at bank		<u>47,315</u>		<u>26,053</u>	
		51,696		28,827	
CREDITORS:					
amounts falling due within one year	7	<u>(12,022)</u>		<u>(4,694)</u>	
NET CURRENT ASSETS			<u>39,674</u>		<u>24,133</u>
			63,318		50,901
Creditors: amounts falling due after more than one year	7		<u>(12,206)</u>		<u>(13,787)</u>
NET ASSETS			<u>51,112</u>		<u>37,114</u>
FUNDS OF THE CHARITY					
Unrestricted funds	8		<u>51,112</u>		<u>37,114</u>

The notes on pages 8 to 10 form part of these financial statements.

Approved by the trustees on 4th February 2022, on behalf of the charity, and signed on their behalf by:

P. Collins - Chairman

S. Keast - Secretary

THE COPLOW CENTRE

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NOTES TO THE FINANCIAL STATEMENTS - 31ST JANUARY 2022**1. ACCOUNTING POLICIES****(a) Basis of preparation**

The financial statements have been prepared under the historic cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) issued in March 2005, and applicable UK Accounting Standards and the Charities Act 2011.

(b) Fund's structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

(c) Incoming Resources

These are included in the Statement of Comprehensive Income when the income is receivable.

(d) Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of tangible fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Furniture and equipment – 20% per annum on written down value.

Building extension – 20% per annum on written down value.

Solar Panels – 10% per annum on written down value.

Expenditure on additions of less than £1,000, and expenditure on additions that are not certain to generate sufficient income, are written off to the Statement of Comprehensive Income (within "repairs and replacements") in the year in which they are incurred.

Grants received in respect of expenditure on tangible fixed assets are amortised to the Statement of Comprehensive Income over the life of the related asset.

	<u>2022</u>	<u>2021</u>
	£	£
2. INCOMING RESOURCES		
Voluntary income		
Donations and grants (including Covid-19 related)	<u>19,130</u>	<u>18,535</u>
Activities for generating funds		
Fundraising events	-	353
Commercial lettings	14,055	3,279
Ongoing activities	<u>4,952</u>	<u>4,599</u>
	<u>19,007</u>	<u>8,231</u>
Investment income		
Interest received	<u>3</u>	<u>7</u>

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NOTES TO THE FINANCIAL STATEMENTS (continued) - 31ST JANUARY 2022

	2022 £	2021 £
3. RESOURCES EXPENDED		
Charitable activities		
Repairs and replacements	10,025	10,262
Grants received in respect of replacements	-	(3,000)
Heat and light	4,463	2,410
Cleaning	2,202	1,389
Website expenses	1,867	612
Insurance	1,092	1,081
Licences and bar expenses	852	749
Refuse collection	473	465
Professional fees (accounts examination)	456	420
Telephone	473	470
Water rates	266	384
Depreciation of solar panels (see note 5)	2,229	2,477
Depreciation of building extension (see note 5)	682	853
Depreciation of furniture & equipment (see note 5)	213	266
Amortisation of grants received	(1,813)	(2,086)
	<u>23,480</u>	<u>16,752</u>
Governance costs		
Office costs	662	926
Advertising	-	95
	<u>662</u>	<u>1,021</u>

4. TRANSACTIONS WITH RELATED PARTIES

During the year there were no disclosable related party transactions. It has been confirmed by P.Collins, P.Francis and S.Keast (each being executive committee members) that, although they were the "centre owners" and named as such on the property title deeds, The Coplow Centre Charity were the beneficial owners of the property.

5. TANGIBLE FIXED ASSETS

	Solar Panels £	Website Design £	Building Extension £	Furniture & Equipment £	TOTAL £
Cost					
At 1 st February 2021	38,368	1,032	28,237	36,217	103,854
Additions in the year	-	-	-	-	-
At 31 st January 2022	<u>38,368</u>	<u>1,032</u>	<u>28,237</u>	<u>36,217</u>	<u>103,854</u>
Depreciation					
At 1 st February 2021	16,076	1,031	24,828	35,151	77,086
Charge for the year	2,229	-	682	213	3,124
At 31 st January 2022	<u>18,305</u>	<u>1,031</u>	<u>25,510</u>	<u>35,364</u>	<u>80,210</u>
Net book value					
At 31 st January 2022	<u>20,063</u>	<u>1</u>	<u>2,727</u>	<u>853</u>	<u>23,644</u>
At 31 st January 2021	<u>22,292</u>	<u>1</u>	<u>3,409</u>	<u>1,066</u>	<u>26,768</u>

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NOTES TO THE FINANCIAL STATEMENTS (continued) - 31ST JANUARY 2022

	<u>2022</u> £	<u>2021</u> £
6. DEBTORS		
Trade debtors	1,195	26
Prepayments	<u>2,015</u>	<u>1,823</u>
	<u>3,210</u>	<u>1,849</u>
7. CREDITORS		
Amounts falling due within one year:		
Building and solar panel grants received (net of amortisation)	1,582	1,814
Grant received in advance for toilet area refurbishment	7,400	-
Accruals	<u>3,040</u>	<u>2,880</u>
	<u>12,022</u>	<u>4,694</u>
Amounts falling due after more than one year:		
Building and solar panel grants received (net of amortisation)	<u>12,206</u>	<u>13,787</u>
8. ANALYSIS OF FUNDS		
	General funds £	
At the beginning of the year	37,114	
Net movement in funds (see page 5)	<u>13,998</u>	
At the end of the year	<u>51,112</u>	

Independent Examiner's Report to the Trustees of The Coplow Centre

I report to the Trustees on my examination of the accounts of The Coplow Centre ("the Trust") for the year ended 31st January 2022.

Responsibilities and basis of report

As the charity trustees of the Trust, 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 giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do 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:



James W Ireland FCA
Chartered Accountant
10 Station Street
Kibworth Beauchamp
Leicester LE8 0LN

Date: 15th March 2022