

Company Registered Number: 07914387

Registered Charity Number: 1156663

CAMP HILL COMMUNITY CENTRE  
DIRECTORS & TRUSTEES REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31<sup>ST</sup> MARCH 2025

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Legal and Administrative information:

Company Registration Number: 07914387

Registered Office  
Camp Hill Community Centre  
Dayrell Road  
Northampton  
NN4 9RR

Directors/Trustees:  
Elizabeth Dicker (Chair)  
Christopher Robinson-Smith (Manager/Treasurer)  
Susan Robinson-Smith  
Annie White  
Ella Styles  
Sarah Hunter

Company Secretary:

Bankers: CAF Bank

Independent Examiners:  
Lorraine Scullion MAAT  
17 Peregrine Place  
Northampton NN4 0SL

The Directors/Trustees of Camp Hill Community Centre present their report, together with the Financial Statements for the year ended 31<sup>st</sup> March 2025.

### **Structure, Governance and Management**

Camp Hill Community Centre is a Company Limited by Guarantee, having no share capital. Directors operate under the Memorandum and Articles of Association.

There are 6 Directors/Trustees who have the final say on organisational and financial matters; elected from General User Committee nominations.

There are currently 6 directors in place.

General User Committee: made up of one representative from each organisation that regularly uses the centre.

Directors are appointed and re-elected at the AGM and retire on a rotation basis. On appointment new Directors/Trustees are advised of their responsibilities, included in the induction process are copies of the articles, processes and procedures, guidance notes from the Charity Commission and Companies House.

### **Principle Objectives**

- Promote the benefit of the inhabitants of Camp Hill and the surrounding areas without distinction of gender, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in the common effort 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;
- Establish, or secure the establishment of a community centre and to maintain and manage the same co-operation with the Northampton borough council and any other person or body in furtherance of these objects;
- Promote such other charitable purposes as may from time to time be determined

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### **Achievement and performance**

2024-25 covered a quiet year. Although bookings are slightly up, they are still are not at pre-covid years level. We have been working with different people over the year, and a local business has been given Ofsted approval to start a new nursery at the centre, this will start in April 2025. So going forward we will be back to a position of being financially positive.

During the latter part of the year, we started on a programme of changing all our light fittings to LED type. The bill for this will be in the next financial year to the sum of approx £2,750, but will see a saving of approx £150 in electricity costs, so a relatively short payback time of 18 months.

### **Financial Review**

Financially the company is still in a good position with around £95k of reserves at bank (down from £98k on the previous year). Expenditure was well above Income, mostly due to high energy costs.

The actual income from bookings was approx £29k, ideally this needs to around £33k/annum, so burden is not on cash reserves. Building up cash reserves helps us plan for replacement of equipment and upkeep of the building.

All invoicing and accountancy is now done via Xero, which has lessened the time burden on the volunteers.

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Risk is managed by

- All cheques and bank transfer payments require 2 signatures
- Internet banking is used for all payments
- Regular user groups are encouraged to pay by BACS
- Cash is not handled
- The treasurer has full access to the internet bank account with one of two other directors/trustees having access to monitor the account and to second payments.
- Small sundry items are now purchased by CAF Bank debit card, and other items pre- authorised as per minutes of directors meeting. [Card currently issued to C.Robinson-Smith only]

The company has no debts and does not have a policy of securing finance.

#### **Public Benefit**

The organisation provides a safe and secure building for a wide variety of clubs and groups. These include Women's Institute, Squirrel, Beaver, Cub and Scout groups, Theatre school, Karate, Bowling groups, as well as Model Aircraft, Clubbercise, Socratots and Extra education classes. There is no discrimination and we cater for all age groups in NN4 and the surrounding areas of Northampton. Children's parties and family parties occur mostly at weekends.

#### **Reserves Policy**

It is the intention of the management team to ensure that sufficient funds are available to cover future commitments and to build a general reserve of 4 years worth of running costs.

#### **Risk Policy**

The board of directors has conducted a review of the major risks to which the company is exposed. Where appropriate systems or procedures have been established to mitigate the risks the company faces.

#### **Company special provision**

The report of the Directors has been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Company law requires the members of the Board of Directors to prepare financial statements for each financial year, which give a true and fair view of the state of the affairs of the Company and of the income and expenditure of the Company for that period. In preparing these financial statements the members of the board are required to:

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- Select suitable accounting policies and then apply them consistently
  - Make adjustments and estimates that are reasonable and prudent
  - Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue its activities

The members of the board are responsible for maintaining proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They have a general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the Company and to prevent and detect fraud and other irregularities.

The Report was approved 20<sup>th</sup> May 2025 the board of Directors (and Trustees) and signed on their behalf



Christopher Robinson-Smith      Director/Trustee



**CAMP HILL COMMUNITY CENTRE**

**Registered Charity Number: 1156663**

I report on the accounts of the Company for the year ended 31<sup>st</sup> March 2025 which are set out on the attached pages 7 to 11

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act:
- Follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.
- State whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures of the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect, the requirements:
  - To keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - To prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.have not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Lorraine Scullion MAAT

9<sup>th</sup> June 2025



**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 31st MARCH 2025**

	Notes	Unrestricted 2025 £	Restricted 2025 £	Total 2025 £	Unrestricted 2024 £	Restricted 2024 £
<b>Income and endowments from:</b>						
Donations and legacies		-	-	-	-	-
Charitable activities	1	29,149	-	29,149	25,434	-
Investments		2,288	-	2,288	2,183	-
Other		-	-	-	-	-
<b>Total Income and endowments</b>		<b>31,437</b>	<b>-</b>	<b>31,437</b>	<b>27,617</b>	<b>-</b>
<b>Expenditure on:</b>						
Raising funds		-	-	-	-	-
Charitable Activities	2	39,116	-	39,116	42,037	-
Other		-	-	-	-	-
<b>Total Expenditure</b>		<b>39,116</b>	<b>-</b>	<b>39,116</b>	<b>42,037</b>	<b>-</b>
Transfer between funds		-	-	-	-	-
<b>Net movement in funds</b>		<b>(7,679)</b>	<b>-</b>	<b>(7,679)</b>	<b>(14,420)</b>	<b>-</b>
Total funds brought forward		111,484	-	111,484	125,904	-
<b>Total funds carried forward</b>		<b>103,805</b>	<b>-</b>	<b>103,805</b>	<b>111,484</b>	<b>-</b>

*All of the activities of the charitable company are classed as continuing.*

*There are no recognised gains or losses other than those included in the Statement of Financial*

*Activities shown above.*

**BALANCE SHEET AS AT 31st MARCH 2025**

**Company Number: 07914387**

	Notes	Unrestricted £	Restricted £	Total 2025 £	Total 2024 £
<b>ASSETS:</b>					
<b>Fixed Assets</b>	<b>3</b>	7,149	-	7,149	12,601
<b>Current Assets</b>					
Debtors	<b>4</b>	2,862	-	2,862	2,252
Cash at Bank		95,620	-	95,620	98,843
		98,482	-	98,482	101,095
<b>Creditors</b>					
Amounts falling due within one year	<b>5</b>	(1,826)	-	(1,826)	(2,212)
		(1,826)	-	(1,826)	(2,212)
<b>Net Current Assets</b>		96,656	-	96,656	98,883
<b>NET ASSETS</b>		<b>103,805</b>	<b>-</b>	<b>103,805</b>	<b>111,484</b>

<b>FUNDS</b>	Unrestricted £	Restricted £	Total 2025 £	Total 2024 £
Unrestricted				
General Reserve	103,805	-	103,805	111,484
	<b>103,805</b>	<b>-</b>	<b>103,805</b>	<b>111,484</b>

For the year ending 31st March 2025, the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (i) the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.
- (ii) the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- (iii) these accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts have been prepared in accordance with the special provisions relating to small companies within the Companies Act 2006.

Approved at a meeting of Directors on 20th May 2025 and signed on their behalf



Christopher Robinson-Smith Director

**PRINCIPAL ACCOUNTING POLICIES****FOR THE YEAR ENDED 31ST MARCH 2025**

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The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) (102), 'Accounting and Reporting by Charities' issued in January 2015, applicable UK Accounting Standards and the Charities Act 2011.

The principal accounting policies of the charity are set out below.

**Format**

The company has taken advantage of the provisions of the Companies Act 2006 and presented an income and expenditure account in the form of a Statement of Financial Activities on the grounds that it enables the financial statements to show a true and fair view of the result for the year.

**Fixed Assets**

Depreciation is calculated on a straight line method to write down the cost of all tangible fixed assets by instalments over the expected useful lives.

Buildings 4%

Fixtures, fittings and Equipment 25%

Short Life Asset 50%

**Stocks**

Any stocks of cleaning materials and stationery held are valued at cost.

**Incoming Resources**

Income is brought into account on a receivable basis.

**Investment Income**

Interest is brought into account on a receivable basis.

**Gifts in Kind and Donated Services and Facilities**

Gifts in kind, donated facilities and voluntary help, are not included in the financial statements since it is not considered practical to quantify such income.

**Resources Expended**

Expenditure is stated inclusive of value added tax, and brought into account in the year in which it is due.

**Designated Funds**

Designated funds – these are funds set aside by the trustees out of unrestricted funds for specific future purposes or projects

**Reserves**

The current reserve policy is to maintain sufficient cash flow for known commitments, and the replacement of certain assets.

**Risk**

The Directors/Board of Trustees do not believe the organisation is subject to any substantial risk beyond those disclosed in the Annual Report and Accounts.

The organisation has insurance to protect it in the case of a claim.

**NOTES TO THE ACCOUNTS**

		Unrestricted	Restricted	Total	Total
		£	£	2025	2024
				£	£
<b>Note 1</b>	<b>Charitable Activities</b>				
	Room Hire	29,149	-	29,149	25,434
		<b>29,149</b>	<b>-</b>	<b>29,149</b>	<b>25,434</b>

<b>Note 2</b>	<b>Charitable Activities</b>					
	<b>Administration Costs</b>					
	Salaries	<b>4</b>	12,220	-	12,220	9,985
	Telephone		508	-	508	440
	Licenses		359	-	359	442
	Stationery/Postage		-	-	-	10
	Other Expenditure		403	-	403	69
	<b>Premises Costs</b>					
	Cleaning		538	-	538	2,760
	Insurance		470	-	470	471
	Utilities		12,536	-	12,536	15,822
	Water Rates		557	-	557	534
	Rent/Rates		899	-	899	1,066
	Repairs & Renewals		1,520	-	1,520	1,834
	General Expenses		1,088	-	1,088	1,058
	<b>Governance</b>					
	Independent Examination		434	-	434	423
	Trustee Expenses		-	-	-	-
	Payroll Fees		432	-	432	396
	Depreciation		7,152	-	7,152	6,727
			<b>39,116</b>	<b>-</b>	<b>26,896</b>	<b>32,052</b>

*There is no employee being paid in excess of £60,000 per annum.*

*The average number of employees during the year was: 1 (2024: nil)*

*During the year the trustees received £nil (2024:£nil) remuneration .*

*The total expenditure reimbursed to the trustees amounted to £nil (2024:£nil)*

<b>Note 3</b>	<b>Fixed Assets</b>	<b>Fixtures &amp; Fittings</b>	<b>Total</b>	<b>Total</b>
		£	£	£
	At 1 April 2024	26,905	26,905	26,905
	Additions	1,700	1,700	-
	At 31 March 2025	<b>28,605</b>	<b>28,605</b>	<b>26,905</b>
	<b>Depreciation</b>			
	At 1 April 2024	14,304	14,304	7,577
	Charge in year	7,152	7,152	6,727
	At 31 March 2025	<b>21,456</b>	<b>21,456</b>	<b>14,304</b>
	<b>Net Book Value</b>			
	At 31 March 2025		<b>7,149</b>	
	At 31 March 2024			<b>12,601</b>

**NOTES TO THE ACCOUNTS**

	Unrestricted	Restricted	Total 2025	Total 2024
	£	£	£	£
<b>Note 4    Employment Costs</b>				
Gross Salaries	11,991	-	11,991	9,835
Employer Pension	229	-	229	150
	<u>12,220</u>	<u>-</u>	<u>12,220</u>	<u>9,985</u>
<b>Note 5    Debtors</b>				
Sundry Debtors	2,475	-	2,475	1,811
Pre-Paid Debtors	387	-	387	441
	<u>2,862</u>	<u>-</u>	<u>2,862</u>	<u>2,252</u>
<b>Note 6    Creditors</b>				
Amounts falling due in one year.	(1,376)	-	(1,376)	(1,762)
Accruals	(450)	-	(450)	(450)
	<u>(1,826)</u>	<u>-</u>	<u>(1,826)</u>	<u>(2,212)</u>

**Unrestricted Funds**

	Opening Balance 01.04.24	Incoming Resources	Outgoing Resources	Transfers	Closing Balance 31.03.25
	£	£	£	£	£
General Reserve	111,484	31,437	(39,116)	-	103,805
	<u>111,484</u>	<u>31,437</u>	<u>(39,116)</u>	<u>-</u>	<u>103,805</u>

**Comparative Unrestricted Funds**

	Opening Balance 01.04.23	Incoming Resources	Outgoing Resources	Transfers	Closing Balance 31.03.24
	£	£	£	£	£
General Reserve	125,904	27,617	(42,037)	-	111,484
	<u>125,904</u>	<u>27,617</u>	<u>(42,037)</u>	<u>-</u>	<u>111,484</u>

**Restricted Funds**

There are no restricted funds at present

**Note 7    Related Party Transactions**

There were no related party transactions

**Note 8    Ultimate Controlling Party**

The company is under the ultimate control of its directors, and whose names are shown at the front of the financial statements.