

**LONGFORD PARK COMMUNITY ASSOCIATION
TRUSTEES' ANNUAL REPORT AND ACCOUNTS FOR
THE YEAR ENDED 31 MARCH 2025**

LONGFORD PARK COMMUNITY ASSOCIATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their annual report and Accounts for the year ended 31 March 2025.

The financial statements have been prepared on the Payments and Receipt basis, in accordance with the guidance provided by the Charity Commission (England & Wales).

Objectives and activities

The charity's objects are:

- Support and promote Longford Park and its surroundings
- Run the Community Centre and organise family and community events across the estate for the benefit of its residents
- Advance the education, social cohesion and social welfare of all residents and visitors · Make Longford Park a better place to live.

There has been no change in these during the year.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake **and in the provision of public benefit**.

We have continued to keep a few regular hirers and have also filled our calendar with a few new groups..

We want to help protect the current regular hirers business by not having too many of the same groups but wanting to make sure we have a diverse selection of groups for residents.

Performance and Benefits

The CIO's level of activity has increased substantially since the last financial year, with an almost four-fold income increase (mostly from lettings, the CIO's principal charitable activity). Providing a very local and attractive venue with modest fees is very valuable to all the local charities, groups, families, companies, etc. enabling them to run their events, attract high participation and contribute to benefits and improved financial status planned by the hirer. More generally, a **busy, attractive** hub in the Park supports social cohesion for all who live, work or are otherwise connected. We have a good variety of groups at the centre that will suit a range of residents and we will continue to seek different groups for the community.

PROPOSED FINANCIAL REVIEW WITHIN TAR FOR FY2425

Financial review

Review of the Charity's Financial Position at the end of the Financial Year (31Mar25)

At Year End, the Charity held £96,781 in Bank and Payment system Accounts (Last Year £61,599); after adding physical assets, and deducting reportable creditors and provisions (not strictly within Payments and Receipts accounting), the overall Net balance of assets and liabilities was £106,891 (Last Year £52,677).

The main causes of these substantial increases were:-

Cash Receipts increased from £57,301 to £102,563 due to substantial grants and substantial increase in lettings income (which also led to a proportionate increase in Security Deposits.)

Cash Payments increased from £51,021 to £67,381, due largely to setting up, managing and running Keep-Fit classes and a substantial increase in Security Deposits proportionate to the increased lettings mentioned above. An increase of around £4K of tangible physical assets (typically keep-fit and sporting equipment) funded by the grants (especially from the National Lottery).

The long-standing provision (around £23,000) to cover possible energy costs from earlier years has now been largely eliminated following communications and a zero invoice from the provider. A provision of £5K remains, and we plan to gradually reduce this until and unless historic liabilities do arise, or the provision has reduced to zero.

Note that some technical presentational changes have been made to this year's accounts compared with last year.

- The Accounts now include Security Deposits as a named line item in both Receipts and Payments, and shows the balance of receipts less refunds as a Creditor.
- As in previous years, presentation of the R&A accounts shows formal R&A Receipts, Payments, Surplus and balances, but a separate small section shows financial information that is not a formal part of R&P accounting, in particular the provision (greatly reduced this year) for Utility invoices not yet received and the Trustees' assessment of the current value of tangible physical assets (Fixed Assets). This information is shown in the context of 'Trustee assessment' balances, and clarifies the derivation of Overall net Asset value.

Going Concern Basis

The Trustees have studied the underlying transactions and trends, and are confident that LPCA remains a Going Concern, and is able to pay its bills and other obligations as they arise.

Reserves Policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three- and six-month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

Regular Expenditure for 24/25 (excluding spending funds received from grants received) are around £48K p.a., and the Reserves calculated according to Charity Commission direction and guidance were £84,327. This net available figure comfortably exceeds the target Reserves range.

Assessment of Risks

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Plans for future periods

Our strategy has been to operate the commercial hire of the community centre as efficiently as possible, to keep hire costs down for Longford Park residents wanting to use the building.

The hall is starting to be used for bigger parties, weddings, family gatherings etc, and we continue to monitor and encourage this.

The centre should be able to support itself financially and allow the LPCA an income with which to carry out our charitable objectives.

Structure, governance, and management

The charity is a CIO incorporated on 11th February 2019. The Governing document is a Constitution. which was approved by the Charity Commission on formation.

The trustees who served during the year and up to the date of signature of the financial statements were:

Ms E Houston	
Mrs N Dewberry	
Mrs S O'Rourke	
Mrs P Foster	Appointed 19.01.2024

Trustees are sought from the local area, Longford Park, however, trustees from other areas may be appointed should the trustees see fit. Trustees are elected from the Membership, and on appointment are given copies of the Constitution and other documents – procedures for election and induction are set out in paragraphs 13 and 14 of the Constitution. The day-to-day operations are undertaken by a group of volunteers, mainly consisting of the trustees. A big thank you to all the volunteers for the immeasurably valuable work you have done for our charity! Your dedication is essential to the work that we do. We cannot do it without you. The trustees have full oversight over operations.

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mrs S O'Rourke
Ms E Houston
Mrs N Dewberry
Mrs P Foster

Charity number 1181953

Principal address Longford Park Community Centre, Hobby Road
Bodicote
Banbury
OX15 4GJ

Independent examiner

Malcolm W Rogers, MSc, CEng, ACIE

24a, Friars Walk,
Tring,
Hertfordshire,
HP23 4AY

Bank Barclays Bank Plc account

32 Bridge St
Banbury
Oxfordshire
OX16 5PN

The trustees' report was approved by the Board of Trustees on 27.06.25

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Mrs S O'Rourke
Trustee

[Signed on Original]

Date 14/11/2025

**LPCA IS AN UNINCORPORATED CHARITY and is
Registered with the Charity Commission in England & Wales,
Registered Number: 1181953**

Section A Receipts and payments

	Notes	Unrestricted Funds TY	Restricted Funds TY	Total Funds This Year		Total Funds Last
	1, 2, 3	to the nearest £	to the nearest £	to the nearest £		to the nearest £
A1 Receipts						
Donations & Legacies		0	0	0		-
Charitable Activities		66,268	0	66,268		50,386
Grants Received		0	20,195	20,195		-
Security Deposits Received		13,200	0	13,200		4,275
Other Income		2,900	0	2,900		2,108
Interest Received		0	0	0		532
Sub total (Gross income for AR)		82,368	20,195	102,563		57,301
Total receipts		82,368	20,195	102,563		57,301
A3 Payments	7					
Development and Fund-raising		0	0	0		-
Direct Costs of Events and Activities		1,494	14,880	16,374		1,953
Premises Costs		29,105	4,860	33,965		39,944
Support Costs		4,370	0	4,370		6,935
Governance Costs	5, 6	2,539	0	2,539		-
Security Deposits Paid		10,133	0	10,133		2,190
Sub total		47,641	19,740	67,381		51,021
Total payments		47,641	19,740	67,381		51,021
Net Receipts - Payments (Cash Basis)		34,727	455	35,182		6,280
A5 Transfers between funds		-	-	-		-
A6 Cash funds last year end		61,599	-	61,599		55,320
A6 Adjustments						-
Cash Funds this Year End		96,326	455	96,781		61,599
Trustee Assessments						
Debtors + Creditors + Assets last year end		-8,922	0	-8,922		- 5,837
Updates this year		19,033	-	19,033		- 3,085
Debtors + Creditors this Year End		10,110	-	10,110		-8,922
TOTAL NET ASSETS THIS YEAR END		106,436	455	106,891		52,677

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Section B Statement of assets and liabilities at the end of the period

Categories		Details	Total Funds This Year to the nearest £		Total Funds Last to the nearest £
B1 Cash funds		Barclays Bank Account	11,285		11,223
		Barclays Savings Account	84,167		50,063
		Petty Cash	322		126
			-		-
		Total cash funds	95,774		61,412
		(agree balances with receipts and payments account(s))			
			Unrestricted funds This Yr		Last year
B2 Other monetary assets	4	Payment System net Balance	1,007		187
		Details	Unrestricted funds This Yr		Last year
TOTAL NET FINANCIAL ASSETS		Excluding Physical assets	96,781		61,599
			Unrestricted funds This Yr		Last year
B5 ASSESSED OTHER CREDITORS		Details			
Specific Creditors	4	Creditors re Security Deposits	-6,490		-3,422
Provisions and other	10	Provisions re non-specific historic	-5,000		-23,000
B4 NON-FINANCIAL ASSETS					
			Unrestricted funds This Yr		Last year
B4 Assets retained for the Charity's own use		Equipment and other physical assets	21,600		17,500
		Details	Unrestricted funds This Yr		Last year
LPCA TOTAL NET ASSETS		Financial and Physical Assets	106,891		52,677
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name		Date of approval
		<i>[Signed on original]</i>	Sebrina O'Rourke		16/11/2025
		<i>[Signed on original]</i>	Patricia Foster		16/11/2025

NOTES TO THE ACCOUNTS

ACCOUNTING BASIS AND POLICIES

1	Accounting Basis. As agreed last financial year, these accounts have been prepared on the "Receipts and Payments" basis, as approved by the Charity Commission and relevant legislation. Minor presentational changes have been
2	Recognition of Accounting Transactions. These R&P Accounts are taken directly from all transactions that are included in the Bank State ments (and State ments of other financial products or relationships) between 1st April 2023 and 31st March 2024 inclusive. Any bank transactions that were ongoing at midnight 31Mar23 will be reported as if they had completed within the current Financial Year, in accordance with standard practice. This situation is nowadays very rare because of the very limited use of cheque payments.
3	Charitable Funds. Throughout this financial year (and prior years since creation), the charity has only operated Unrestricted Funds - there are no Restricted or Endowment Funds at present or envisaged in the next year or so. This year, part of the Unrestricted Funds have been designated to cover the requirement to pay so far uninvoiced utilities (see Notes 4 and 11 below).
4a	<p>Financial Assets and Liabilities. The charity operates current and savings accounts with Barclays Bank plc. It also maintains two accounts with Stripe (a Payment system) which it uses for receipt of Hiring Fees and receipt / repayment of Security Deposits (see note 4b below). LPCA operates two systems for managing these transactions, each of which is linked to a separate Stripe account.</p> <p>There are no other material financial assets or loan agreements or guarantees, but the charity does incur normal short-term accruals and creditor balances related to security deposits (see note 8 below).</p> <p>Other than the reporting of Security Deposits, the Charity is not required to report operating accruals or prepayments, etc. unless they are of significant material value.</p> <p>The Various Creditors balance comprises £6,490 related to Security Deposits (explained in Note 4b below), and a non-specific provision of £5,000 derived from the historic issues with Utility Bills, summarised in Note 10 below.</p>
4b	<p>Security Deposits. When the Charity agrees a booking for part of its premises, it is entitled by its standard contract to levy a Security Deposit (SD) as well as the hiring fee. The SD is designed to provide a sum of money that could be used to make good any repairs or replacements made necessary by the hired event. Once the Charity has examined the premises following the event, it will normally refund the full SD back to the hirer, but in rare cases may retain part or all of the SD. These transactions are shown in the accounts as a normal Receipt, and a normal payment. The net effect of these transactions will generally be a creditor balance (which reflects the time-span between receipt of SD and refund). This credit balance is included in the Closing Balances within the Statement of Assets and Liabilities. The Derivation is shown below. This accounting and presentation treatment differs slightly from the approach used for the FY22/23 accounts.</p>

TRUSTEES' DECLARATIONS

5	Remuneration and Expenses. a. None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.
	b. During the year, no Trustees received any expenses for items of personal benefit such as travel, meals, petrol and hotels.
6a	Going Concern. At the time these financial statements were prepared, the Trustees had a reasonable expectation that the charity has adequate resources to continue to operate in the foreseeable future. Therefore, these accounts have been prepared on a 'Going Concern' basis. Specifically, the Trustees are confident that the charity will be able to pay invoices and other financial obligations as and when they become due.
6b	Related Party Transactions. There were no disclosable Related Party Transactions during the year.

SPECIFIC DETAILED NOTES

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The table below provides further details of LPCA's trading expenditure during the year.

		Total This Year	Total last Year
3A Development and Fund-raising			
Raising Funds		0	0
Marketing		0	0
Total		0	0
Direct Costs of Events and Activities			
Catering		0	591
Event Expenses		1,494	890
Spec Advice & Guidance		14,880	0
Total		16,374	1,481
Premises Costs			
<i>Asset Purchases</i>		5,626	0
<i>Utilities</i>			
Water Rates		703	0
Business Rates		558	548
Light and Heat		10,979	17,968
Other Utilities		9	130
Telephone		805	520
Waste Disposal		665	0
Sanitary Waste Disposal		506	687
<i>Regular Premises Maintenance</i>			
Premises Maintenance		0	4,257
Window Cleaning		0	0
Cleaning		7,596	5,179
<i>Premises Repairs and Improvements</i>			
Health & Safety		0	0
Security		0	0
Repairs and Renewal		6,517	2,270
Improvements		0	8,516
Total		33,965	40,074
Support Costs			
Expenses Bucket		0	0
Legal Fees		600	1,200
STRIPE Fees Paid		959	607
Subscriptions		374	0
Office and IT		537	1,523
Fixtures and Fittings		0	0
Rent		0	0
Bank Charges		0	7
Rounding		0	16
Sundry Expenses		1,900	3,201
CDC Services		0	88
Incidentals		0	291
TBA		0	0
Total		4,370	6,935
Governance Costs			
VAT Payable		0	0
Accountancy		0	0
Insurance		2,539	0
Total		2,539	0
Security Deposits			
Repaid to Hirers		10,133	2,190
Total		10,133	2,190
GRAND TOTAL EXPENSES		67,381	50,679

9	<p>Tangible Assets. The Charity owns various equipment and other physical assets whose current value is shown in the Statement of Assets and Liabilities. The Trustees assess the current value of these assets as at the end of each financial year, taking usage, wear and tear and possible obsolescence into account.</p> <p>The charity has entered into an operating lease with Cherwell District Council whereby it pays annual rent of one pound sterling to Cherwell District Council for its occupancy and use of the premises.</p>																																										
10	<p>Utility Bills and non-specific provision. LPCA is fully up to date in paying its invoices for Gas, Electricity and Water. This followed a lengthy period when LPCA was (firstly) not invoiced, then received an invoice for energy consumed several years earlier (this invoice was set on hold by the energy supplier) and most recently received a zero invoice for energy consumed over 12 months ago (which cannot be invoiced under general service obligations). In recent years, LPCA has reported a provision of £23,000 to cover (mostly) the £19,000 energy invoice on hold.</p> <p>Given the recent zero energy invoice and the provider's statement regarding their service obligations regarding usage over 12 months old, the Trustees have reduced the provision in FY2425 to £5,000 (as a precaution - no specific cause) with the expectation that it will be reduced by £1,000 p.a. over the next five years.</p>																																										
11	<p>Restricted Grants, and Funds and Reserves. LPCA received three Grants during FY2425, each of which was to cover the costs of specific activities and objectives which were compatible with, but only a part of LPCA's overall Charitable Objectives. Therefore, each of these required a Restricted Fund to be established and maintained, and a Funds Analysis to be included in these accounts. This analysis follows:</p> <table><tr><td>Fund Type</td><td>Name of Fund</td><td>Opening Bal at 31Mar24</td><td>Receipts</td><td>Payments</td><td>Closing Balance</td></tr><tr><td>Res</td><td>Nat Lottery</td><td>0</td><td>18,495</td><td>-18,495</td><td>0</td></tr><tr><td>Res</td><td>Barchester</td><td>0</td><td>1,000</td><td>-1,000</td><td>0</td></tr><tr><td>Res</td><td>Cherwell DC</td><td>0</td><td>700</td><td>-246</td><td>454</td></tr><tr><td>Res</td><td>TOTAL</td><td>0</td><td>20,195</td><td>-19,741</td><td>454</td></tr><tr><td>Unres</td><td>General</td><td>35,177</td><td>100,368</td><td>-50,708</td><td>84,837</td></tr><tr><td>GRAND</td><td>TOTAL</td><td>35,177</td><td>120,563</td><td>-70,448</td><td>85,291</td></tr></table> <p>Following Charity Commission directions and guidance, the Reserves of LPCA as at 31st March, 2025 were £84,237. This is calculate as total net assets less tangible assets (e.g., stock and fixed assets), less the closing balance of all Restricted Funds. Charities may also deduct from this calculated figure may deduct the balance of key designated funds, e.g., setting aside funds for a major purchase or project not expected to be externally funded.</p>	Fund Type	Name of Fund	Opening Bal at 31Mar24	Receipts	Payments	Closing Balance	Res	Nat Lottery	0	18,495	-18,495	0	Res	Barchester	0	1,000	-1,000	0	Res	Cherwell DC	0	700	-246	454	Res	TOTAL	0	20,195	-19,741	454	Unres	General	35,177	100,368	-50,708	84,837	GRAND	TOTAL	35,177	120,563	-70,448	85,291
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LONGFORD PARK COMMUNITY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LONGFORD PARK COMMUNITY ASSOCIATION

I report to the trustees on my examination of the financial statements of Longford Park Community Association (the charity) for the year ended 31st March 2025.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the Act).

I report in respect of my examination of the CIO's accounts carried out under section 145 of the Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no 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 as required by section 130 of the Act, or
- 2 the accounts do not accord with those records.

I confirm there are no other matters to which attention should be drawn to enable a proper understanding of the accounts to be reached.

Malcolm W Rogers, MSc, CEng, ACIE



Dated 16th November, 2025.....