

**BUGBROOKE SPORTS & COMMUNITY CENTRE**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH 2023**

**CHARITY NUMBER 269897**

**TRUSTEES' REPORT**

---

The trustees present their annual report, together with the financial statements of the charity for the year ended 31st March 2023.

The charity is governed by a Trust Deed dated 15th April 1977.

Structure, governance and management.

**TRUSTEES**

The persons legally responsible during the year, for the control and management of the charity, as trustees, together with the charity's main agents and advisors, are listed on page 3. New trustees are encouraged to attend appropriate external training courses and meet key employees and other trustees – all of which will facilitate the undertaking.

**GRANT MAKING POLICIES**

Any grants made are assessed upon presentation and a structured decision based on the information provided.

**RISK MANAGEMENT**

The Trustees regularly review the risk associated with the charity and have taken the appropriate steps to manage those risks when a threat is identified.

**PRINCIPAL OBJECTIVES**

The principal objectives of the charity are to provide and maintain a community centre and playing field for the use of the inhabitants of the Parish of Bugbrooke, without distinction of political, religious or other opinions, including use for meetings, lectures and classes and for other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants.

**PUBLIC BENEFIT**

The charity is operated in accordance with the guidance issued by the Charity Commission on public benefit.

CHARITY NUMBER 269897

**TRUSTEES' REPORT (CONTINUED)**

---

**ORGANISATION**

The charity operates at the principal address as shown on page 3.

The work carried out by the Trustees was undertaken voluntarily.

The main activities undertaken during the year have been the letting of the facilities to various organisations and obtaining funding by grants.

There have been no major changes in the aims or organisation of the charity in the year under review.

**REVIEW OF PROGRESS AND ACHIEVEMENTS**

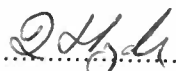
The officers and trustees are satisfied with the progress and achievements to date.

**REVIEW OF FINANCIAL ACTIVITIES AND AFFAIRS**

Expenditure to 31st March 2023 on the Community Centre amounts to £595,634 (2022 - £572,118).

**POLICY ON RESERVES**

The charity will make such provisions of its funds to ensure that no unforeseen circumstances will detrimentally affect the running of the charity.

  
.....  
Approved by the Trustees

Date 5/7/2022.....

**TRUSTEES' MAIN AGENTS AND ADVISORS**

---

<b>PRINCIPAL ADDRESS:</b>	Bugbrooke Sports and Community Centre, Camp Close, Bugbrooke, Northampton. NN7 3RW.
<b>CUSTODIAN TRUSTEES:</b>	Bugbrooke Parish Council
<b>CHAIRMAN:</b>	D. Harries BEM
<b>FINANCIAL CONTROLLER:</b>	Mrs J. Field
<b>SECRETARY:</b>	Mrs J. Field
<b>TRUSTEES:</b>	David Harries BEM Calvin Bell Philip J. Bignell John Chapman Brian M. Curtis F. John Curtis BEM David C. Hyde Bryn S Curtis
<b>ACCOUNTANTS &amp; INDEPENDENT EXAMINERS</b>	P. Sparks Cheney & Co., 310 Wellingborough Road, Northampton, NN1 4EP.
<b>BANKERS:</b>	National Westminster Bank Plc., 167 St. James Road, Northampton, NN5 5LE.
<b>SOLICITORS:</b>	Arnold Thomson 205 Watling Street West Towcester. NN12 6BX
<b>CHARITY REGISTRATION NUMBER:</b>	269897

**BUGBROOKE SPORTS & COMMUNITY CENTRE**

I report on the accounts of the charity for the year ended 31st March 2023, which are set out on pages 5 to 16.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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 Commissioners under Section 145(5)(b) of the Act; and
- to state whether particular matters have come to our attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the 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 in 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 our examination, no matter has come to my attention:

- (1) which gives us reasonable cause to believe that in any material respect, the requirements
  - to keep accounting records in accordance with Section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.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.

.....  
P.A. Sparks FCA FCCA

Date ..... 5/7/23 .....

On behalf of  
**CHENEY & CO.**  
**CHARTERED ACCOUNTANTS**  
310 Wellingborough Road,  
Northampton  
NN1 4EP

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST MARCH 2023

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
<b>Incoming Resources :</b>					
Incoming resources from generated funds					
Investment income		50	-	50	6
Incoming resources from charitable activities					
Government grants	2	-	-	-	21,760
Bar takings and other income	3	36,863	-	36,863	30,586
Total incoming resources		36,913	-	36,913	105,258
<b>Resources Expended :</b>					
Charitable activities :					
Operation of community centre	4	29,136	2,557	31,693	33,860
Governance costs	6	2,354	-	2,354	1,379
Total resources expended		31,490	2,557	34,047	35,239
Net incoming/(outgoing) resources		5,423	(2,557)	2,866	17,113
Transfers between funds		-	-	-	-
Net movement in funds		5,423	(2,557)	2,866	17,113
Fund balances brought forward at 1st April 2022		£209,341	£12,785	£222,126	£205,013
Fund balances carried forward at 31st March 2023		£214,764	£10,228	£224,992	£222,126


The notes on pages 7 to 16 form part of these accounts.

## BALANCE SHEET AS AT 31ST MARCH 2023

	Note	Unrestricted Funds	Restricted Funds	2023	2022
<b>FIXED ASSETS</b>					
Tangible fixed assets	8	142,755	10,228	152,983	132,378
<b>CURRENT ASSETS</b>					
Stock	9	574	-	574	513
Debtors	10	2,853	-	2,853	2,341
Cash at bank and in hand		70,888	-	70,888	89,433
		74,315	-	74,315	92,287
<b>CREDITORS</b>					
Amounts falling due within one year	11	2,306	-	2,306	2,539
<b>NET CURRENT ASSETS</b>		72,009	-	72,009	89,5748
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>£214,764</u>	<u>£10,228</u>	<u>£224,992</u>	<u>£222,126</u>
<b>NET ASSETS</b>		<u>£214,764</u>	<u>£10,228</u>	<u>£224,992</u>	<u>£222,126</u>
<b>THE FUNDS OF THE CHARITY</b>					
Restricted income funds	12	-	10,228	10,228	12,785
Unrestricted income funds		214,764	-	214,764	209,341
<b>TOTAL FUNDS</b>		<u>£214,764</u>	<u>£10,228</u>	<u>£224,992</u>	<u>£22,126</u>

Approved by the Board of Trustees on

 and signed on its behalf by

  
 .....  
 D. Harries Esq
**CHAIRMAN OF THE BOARD OF TRUSTEES**

The notes on pages 7 to 16 form part of these accounts.



**NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31ST MARCH 2023**

---

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES****(a) General Information and basis of preparation**

Bugbrooke Sports & Community Centre is a Charity in England/Wales. The address of the registered office is given in the charity information on page 3 of these financial statements. The nature of the charity's operations and principal activities are maintaining and running the Sports and Community Centre for the benefits of the residents of Bugbrooke village.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 1st January 2019), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Practice as it applies from 1 January 2015.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements have been prepared to give a "true and fair" view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a "true and fair view". This departure has involved following the 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 1st January 2019) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. The policies have been consistently applied to all years presented unless otherwise stated.

The charity has adopted SORP (FRS 102) and the presentation currency is Pounds Sterling.



## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

---

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)****(b) Funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**(c) Income recognition**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised, the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Fixed asset gifts in kind are recognised when receivable and are included at fair value. They are not deferred over the life of the asset.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Grant income is recognised based on the accrual model.

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

---

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)****(c) Income recognition (Continued)**

Investment income is earned through holding assets for investment purposes such as shares and property. It includes dividends, interest and rent. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Other income includes the conversion of endowment funds into income which arises when capital funds are released to an income fund from expendable endowments or when a charity has authority to adopt a total return approach to its permanent endowment fund. It also includes other income such as gains on disposals of tangible fixed assets.

**(d) Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds includes of advertising and stationery;
- Expenditure on charitable activities includes purchases for resale, wages, Premises costs and depreciation; and
- Other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

**(e) Support costs allocation**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, and administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources. Premises overheads have been allocated on to the unrestricted funds.

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

---

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)****(e) Support costs allocation (Continued)**

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

The analysis of these costs is included in note 3.

**(f) Tangible fixed assets**

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Freehold land	Not depreciated
Leasehold land and buildings	Over 21 years
Plant and machinery	20% reducing balance
Kitchen	10% straight line
Property improvements	Not depreciated

**(g) Stocks**

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing stock to its present location and condition. Provision is made for damaged, obsolete and slow-moving stock where appropriate.

**(h) Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**(i) Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)****(j) Cash at bank**

Cash at bank is held to meet short term cash commitments as they fall due and includes all cash equivalents held in the form of short term highly liquid investments. A cash equivalent will normally have a short material date of, say, three months from the date of acquisition.

**(k) Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**2. GOVERNMENT GRANTS RECEIVED**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2023</b>	<b>Total 2022</b>
Grants received	-	-	-	£21,760

**3. BAR TAKINGS AND OTHER INCOME**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2023</b>	<b>Total 2022</b>
Bar takings	2,396	-	2,396	1,123
Room hire	31,866	-	31,866	26,247
Rugby club rent	2,021	-	2,021	2,118
Telecom mast rent	-	-	-	6
Donations	150	-	150	150
Sundry receipts	430	-	430	948
	£36,863	-	£36,863	£30,592

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

**4. ANALYSIS OF CHARITABLE EXPENDITURE**

The charity undertakes direct charitable activities, as follows:-

	<b>Provision of Bar</b>	<b>Hire of Community Centre</b>	<b>Total Funds 2023</b>	<b>Total 2022</b>
Purchases	1,177	530	1,707	1,418
Wages	652	9,667	10,319	11,390
Premises costs (Note 5)	-	14,545	14,545	15,833
Depreciation	-	5,122	5,122	5,219
	<b>£1,829</b>	<b>£29,864</b>	<b>£31,693</b>	<b>£33,860</b>

The average number of employees was 3 (2022 – 3)

No employee received employee benefits of more than £60,000.

**5. PREMISES COSTS**

	<b>2023</b>	<b>2022</b>
Insurance	2,600	2,511
Sundry expenses	584	584
Mains services and telephones	5,396	5,821
Community centre repairs and maintenance	5,965	7,604
	<b>£14,545</b>	<b>£15,833</b>

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

---

**6. ALLOCATION OF SUPPORT**

The charity allocates all its support costs as shown in the table below

	<b>Governance</b>	<b>Total 2023</b>	<b>Total 2022</b>
Professional and legal services	£2,354	£2,354	£1,379
	<u>          </u>	<u>          </u>	<u>          </u>

**7. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31st March 2023, nor for the year ended 31st March 2022.

**TRUSTEES EXPENSES**

There were no trustees' expenses paid for the year ended 31st March 2023, nor for the year ended 31st March 2022.

## 8. TANGIBLE FIXED ASSETS

	Buildings	Plant & Equipment	Bowling Green	Community Centre	Improvements to Property	Improvements To Kitchen	Rugby Club Buildings	Total
<b>COST</b>								
At 1st April 2022	9,649	87,792	28,438	491,697	80,421	25,570	24,196	747,763
Additions	-	2,211	-	-	23,516	-	-	25,727
At 31st March 2023	£9,649	£90,003	£28,438	£491,697	£103,937	£25,570	£24,196	£773,490
<b>DEPRECIATION</b>								
At 1st April 2022	9,649	77,058	-	491,697	-	12,785	24,196	615,385
Charge for the year	-	2,565	-	-	-	2,557	-	5,122
At 31st March 2023	£9,649	£79,623	£ -	£491,697	£ -	£15,342	£24,196	£620,507
<b>NET BOOK VALUE</b>								
At 31st March 2023	£ -	£10,380	£28,438	£ -	£103,937	£10,228	£ -	£152,983
At 31st March 2022	£ -	£10,734	£28,438	£ -	£80,421	£12,785	£ -	£132,378



## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

	2023	2022
<b>9. STOCK</b>		
Bar stocks	£574	£513
	<u>          </u>	<u>          </u>
<b>10. DEBTORS</b>	<b>2023</b>	<b>2022</b>
Prepayments	£2,853	£2,341
	<u>          </u>	<u>          </u>
<b>11. CREDITORS</b>	<b>2023</b>	<b>2022</b>
Amounts falling due within one year:		
Accruals and deferred income	1,639	1,596
Taxation and social security	-	-
Other creditors	667	943
	<u>          </u>	<u>          </u>
Accruals and deferred income	£2,306	£2,539
	<u>          </u>	<u>          </u>

**12. RESTRICTED AND UNRESTRICTED FUNDS**

	Balance at 01.04.22	Movement in Resources		Balance at 31.03.23
		Incoming	Outgoing	
Restricted				
Community Centre	-	-	-	-
Kitchen	12,785	-	(2,557)	10,228
	<u>12,785</u>	<u>-</u>	<u>(2,557)</u>	<u>10,228</u>
Unrestricted Fund General Reserve	209,341	36,913	(31,490)	214,764
<b>TOTAL</b>	<u>£222,126</u>	<u>£36,863</u>	<u>£(33,997)</u>	<u>£224,992</u>

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

**12. RESTRICTED AND UNRESTRICTED FUNDS (CONTINUED)****DESCRIPTION OF FUNDS**

General unrestricted funds reserve represents free funds of the charity which are not designated for particular process.

**RESTRICTED FUNDS**

These represent monies received from various sources for the original building of the Community Centre and the refurbishment of the kitchen and reflect the carrying value of those assets.

**13. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>Tangible Fixed Assets</b>	<b>Net Current Assets</b>	<b>Total</b>
Restricted funds	£10,288	£ -	£10,228
Unrestricted funds	£142,755	£72,009	£214,764

**14. RELATED PARTY TRANSACTIONS**

There were no related party transactions during the year.