

**LONGTHORPE COMMUNITY ASSOCIATION**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2024**

**Charity Registration No. 302649**

# LONGTHORPE COMMUNITY ASSOCIATION

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# LONGTHORPE COMMUNITY ASSOCIATION

## TRUSTEES AND OFFICERS

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Trustees:

M J Taylor  
S Nicholls

Address:

295 Thorpe Road  
Longthorpe  
Peterborough  
PE3 6LU

Charity Registration Number:

302649

Independent Examiner:

Tracey Richardson  
Westpoint  
Lynch Wood  
Peterborough  
PE2 6FZ

Bankers:

Virgin Money  
5 Church Street  
Peterborough  
PE1 1XB

# LONGTHORPE COMMUNITY ASSOCIATION

## TRUSTEES REPORT

### ***FOR THE YEAR ENDED 31 MARCH 2024***

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The Longthorpe Community Association is constituted by Deed of Trust and is a registered charity (number 302649).

Its address is 295 Thorpe Road, Longthorpe, Peterborough PE3 6LU.

The Trustees who served during the year were:

M J Taylor  
G Walker (Resigned 26 March 2024)  
S Nicholls

#### **Objectives**

The objective of the charity is to provide playing fields and a village hall, in good repair and condition, suitable for regular use by local community groups and private hirers for social, recreational and sporting purposes for the benefit of the local community.

#### **Review of the year**

The year ended 31 March 2024 was a successful year. The hall continues to be well used by its regular users. There was also a strong demand for private lettings. The increased income from hall rent more than offset considerable cost pressures, principally inflation increases particularly energy. The Association had a surplus of receipts over payments of £10,545 (2023: a surplus of £10,592).

#### **Financial results for the year**

The Receipts & Payments Account shows total receipts of £40,807 (2023: £38,379) and total payments of £30,262 (2023: £27,787). Consequently, the Association's bank balances increased over the year by £10,545 (2023: 10,592).

At the end of the year, the Association had cash funds of £85,600 (2023: £75,055) and an excess of creditors over debtors of £1,688 (2023: £3,320). These cash funds are allocated to a designated Maintenance Fund £42,150 (2023: £38,320) leaving General Reserves of £43,450 (2023: £36,735) for day-to-day use.

#### **Outlook for the Year to 31 March 2024**

The Hall continues to gain new regular users and strong interest continues from private hirers. The Management Committee will make every effort to provide the Hall and its facilities to users in line with the Association's charitable objectives whilst observing its priority of being a good neighbour to local residents. The Committee believes that the Association is in sound financial health and, accordingly, took the decision again not to increase rental charge rates despite the inflationary pressures on the Hall's operating costs, particularly energy costs.

#### **Reserves policy**

The Association aims to maintain the hall, furniture and equipment in a first class condition so that it remains an attractive facility for regular user groups and private hirers. In order to ensure that future funds will be available to maintain the facilities to the required standard, the Management Committee has agreed to designate a Maintenance Fund, to be used in the future for the purpose of major maintenance projects such as the replacement of the boilers, refurbishment of the kitchen etc as these become due. Ongoing, the Association will seek to ensure that receipts from letting income will exceed the day to day running costs of the facilities and preserve the maintenance fund at a level to meet estimated future major maintenance projects, currently assessed at £42,150 (2023: £38,320).

Additionally, the Association has, at the end of the year, unrestricted funds of £43,450 (2023: £36,735). In the event of a major loss of income, the Management Committee believes that it should maintain general reserves of at least £20,000, equivalent to six months annual income.

# **LONGTHORPE COMMUNITY ASSOCIATION**

## **TRUSTEES REPORT CONTINUED FOR THE YEAR ENDED 31 MARCH 2024**

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### **Management Committee**

The Association is indebted to the officers and management committee who served voluntarily during the year.

Graham Walker resigned as a trustee in March 2024. We are grateful for Graham's service in that capacity. Graham continues his invaluable role on the management committee, being responsible for organising and managing all building works, repairs and maintenance of the hall's infrastructure.

For and on behalf of the trustees

**M J Taylor**  
**Chairman**

**Date:**

# **LONGTHORPE COMMUNITY ASSOCIATION**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LONGTHORPE COMMUNITY ASSOCIATION**

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I report on the accounts of the Longthorpe Community Association for the year ended 31 March 2024, which are set out on pages 5 to 8.

### **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 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that:
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the requirements of the Acthave 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.

**Tracey Richardson**

Westpoint  
Lynch Wood  
Peterborough  
PE2 6FZ

**Date:**

# LONGTHORPE COMMUNITY ASSOCIATION

## RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

	Note	Unrestricted Funds £	Designated Funds £	2024 Total £	2023 Total £
<b>RECEIPTS AND PAYMENTS</b>					
<b>Receipts</b>					
Hall Lettings - user groups	3	25,750	-	25,750	24,133
Hall Lettings - private		11,350	-	11,350	9,460
Recreation ground fees	4	2,215	-	2,215	2,215
Donations		-	-	-	203
Deposit account interest		1,005	-	1,005	-
Recovery of costs of utilities		487	-	487	1,682
Deposits and future rentals		-	-	-	686
<b>Total Receipts</b>		<b>40,807</b>	<b>-</b>	<b>40,807</b>	<b>38,379</b>
<b>Payments</b>					
Upkeep of hall and grounds	5	11,883	-	11,883	10,919
Utilities	6	6,556	-	6,556	5,072
Repairs and renewals	7	7,124	-	7,124	8,846
Insurance		2,295	-	2,295	2,145
Other		419	-	419	425
Grass cuttings		1,056	-	1,056	380
Previous year deposits refunded		929	-	929	-
<b>Total Payments</b>		<b>30,262</b>	<b>-</b>	<b>30,262</b>	<b>27,787</b>
<b>Net Receipts</b>		<b>10,545</b>	<b>-</b>	<b>10,545</b>	<b>10,592</b>
<b>Transfers between funds</b>		<b>(3,830)</b>	<b>3,830</b>	<b>-</b>	<b>-</b>
<b>Cash funds at 1 April 2023</b>		<b>36,735</b>	<b>38,320</b>	<b>75,055</b>	<b>64,463</b>
<b>Cash funds at 31 March 2024</b>		<b>43,450</b>	<b>42,150</b>	<b>85,600</b>	<b>75,055</b>

# LONGTHORPE COMMUNITY ASSOCIATION

## STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 31 MARCH 2024

	Note	Unrestricted Funds £	Designated Funds £	2024 Total £	2023 Total £
<b>Monetary Assets</b>	<b>8</b>				
Bank current account		15,146	-	15,146	42,606
Term deposit		470	42,150	42,620	32,449
95 day notice account		27,834	-	27,834	-
		<u>43,450</u>	<u>42,150</u>	<u>85,600</u>	<u>75,055</u>
<b>Other Monetary Assets</b>					
Utility recovery from user group		343	-	343	-
User group rent overdue		1,163	-	1,163	569
Private lettings		-	-	-	292
		<u>1,506</u>	<u>-</u>	<u>1,506</u>	<u>861</u>
<b>Monetary Liabilities</b>					
Deposits held for future lettings		1,431	-	1,431	2,360
Gas charges		1,093	-	1,093	276
Electricity charges		460	-	460	1,350
Refuse collection		118	-	118	105
Water charges		80	-	80	80
Bank charges		12	-	12	10
		<u>3,194</u>	<u>-</u>	<u>3,194</u>	<u>4,181</u>
<b>Non - monetary assets held for use by the charity</b>	<b>9</b>				
Estimated cost				£	£
Land and buildings				850,000	850,000
Car parks				18,347	18,347
Furniture, fixtures and fittings				11,912	11,912
Equipment				8,760	8,760

For and behalf of the Trustees

**M J Taylor**  
Chairman

Date:



# LONGTHORPE COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2024**

### 1 ACCOUNTING POLICIES

These Financial Statements have been prepared in accordance with the Charities Act 2011 Section 145, using the Receipts & Payments basis available to small charities.

### 2 FUND ACCOUNTING

**Unrestricted funds** may be used by the association for any of its ordinary business.

**Designated Funds** (the maintenance fund) represent unrestricted funds set aside by the association for future major repair and replacement projects to maintain the hall building in excellent condition and working order.

	Unrestricted Funds £	Designated Funds £	2024 Total £	2023 Total £
<b>3 HALL LETTINGS - USER GROUPS</b>				
Pre-school	10,092	-	10,092	10,144
Mothers and toddlers	783	-	783	805
Scouts, cubs	1,654	-	1,654	1,625
Brownies	620	-	620	567
Fitness	-	-	-	276
Dance fitness	1,357	-	1,357	863
Table tennis / U3A	2,175	-	2,175	2,262
Yoga	2,127	-	2,127	3,013
Kings United Church	-	-	-	3,481
Slimming world	1,101	-	1,101	-
Polish group	1,003	-	1,003	-
Toddler sense	1,357	-	1,357	-
Church Group	2,323	-	2,323	-
Tai Chi	1,058	-	1,058	1,035
Other	100	-	100	62
	25,750	-	25,750	24,133

### 4 RECREATION GROUND FEES

Tennis	1,375	-	1,375	1,375
Bowls	840	-	840	840
	2,215	-	2,215	2,215

### 5 UPKEEP OF THE HALL

Wages	9,597	-	9,597	8,944
Cleaning materials	332	-	332	70
Refuse collection	1,261	-	1,261	1,282
Sanitary	693	-	693	623
	11,883	-	11,883	10,919

# LONGTHORPE COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED FOR THE YEAR ENDED 31 MARCH 2024

	Unrestricted Funds £	Designated Funds £	2024 Total £	2023 Total £
<b>6 UTILITIES</b>				
Gas	2,871	-	2,871	2,139
Electric	2,631	-	2,631	1,696
Water	1,054	-	1,054	1,237
	<u>6,556</u>	<u>-</u>	<u>6,556</u>	<u>5,072</u>

## 7 REPAIRS AND RENEWALS

Gas safety inspection	115	-	115	-
Internal door repairs	221	-	221	301
New cycle rack	-	-	-	311
Tree falling and associated costs	2,010	-	2,010	-
New cooker	495	-	495	-
Overflow car park	-	-	-	1,629
Electrical inspections	247	-	247	240
Boiler works	-	-	-	1,249
External lighting	-	-	-	753
Shutter works	534	-	534	1,073
Electrical works	1,964	-	1,964	1,487
Fire extinguisher and alarm maintenance	252	-	252	370
Keys and locks	322	-	322	741
Pre-school fencing	344	-	344	-
Signage	258	-	258	299
Other	362	-	362	393
	<u>7,124</u>	<u>-</u>	<u>7,124</u>	<u>8,846</u>

## 8 MONETARY ASSETS

The Association's monies are not held in segregated accounts, but for the purpose of these financial statements the total is allocated over the various funds.

## 9 NON MONETARY ASSETS

The Hall building is insured for £1,884,489 (2023 - £1,735,896) and the contents for £67,706 (2023 - £59,449).

# LONGTHORPE COMMUNITY ASSOCIATION

## CHAIRMAN'S REPORT 2024

1. I formally report the election of the Committee and its officers as follows:

Chairman  
Lettings Secretary  
Hon. Secretary  
Hon Treasurer

Mr M. J. Taylor  
Mrs J. Last  
Mrs S. Nicholls  
Mr A. R. Williams

2. The Committee has met formally on Agenda business on six occasions since the last A.G.M., with informal meetings of small sub groups and working parties as and when required.
3. On financial matters I shall defer to the details contained within the Treasurer's Report at Page 2 of the Financial Statements. By any standard the year ended March 2024 has been a good year. We have delivered a strong healthy surplus despite not increasing letting fees. The Hall is well managed with strong demand for private lettings. In addition we have overseen more than £7,000 of repairs and renewals, full details of which are contained at Page 8 of the Financial Statements.
4. However, the year 2023/24 has not been without challenges. With illness to some of our key players, this has made it difficult for other members of the Committee, some of whom have taken on additional responsibilities. I am grateful to those members. It has sharpened our focus to spread the work of the Community Association more evenly and to look closely at issues of succession planning and the like.
5. The year saw an application by the Tennis Club for floodlights on Courts 1 and 2. This was a contentious issue for both the Club, the Hall Committee and our neighbours. The matter was resolved when the Hall Committee refused to give its approval to the application and the Tennis Club elected to abandon its application for a Certificate of Lawfulness. The Tennis and Bowls Clubs are at the heart of our sports users. We welcome their contribution to Village life and remain grateful to them both for upgrading their respective facilities at their own expense and for making the external aspects of our site so pleasant.
6. I now move towards some personal thanks to our Treasurer, Tony Williams and Graham Walker who has responsibility for maintaining the Hall in first class condition. Firstly, Tony who has been our Treasurer for over 40 years!! This will be his last A.G.M. having decided to retire and take a well earned rest. Words are inadequate to describe his contribution to this Committee; commitment, efficiency, hard work, professionalism are just some of the words that come to mind. This is not the moment to say goodbye, he will be with us for a little longer until his replacement is in place. He leaves the Association in an extraordinarily strong financial position. We all owe him an enormous debt of gratitude.
7. And now, Graham Walker. Graham is not retiring, at least I hope not! Although he is no longer a Trustee, having resigned in March 2024, Graham manages all the Hall's building works, repairs and renewals. He works tirelessly on these issues and it is because of his efforts that the Hall, its furniture and equipment are in first class condition. Thank you Graham.
8. Finally, as ever, I am grateful to all the members of the Management Committee without whose support my task would be so much more difficult.

Michael Taylor  
Chairman  
October 2024

