

THE TOWCESTER COMMUNITY CENTRE TRUST

England & Wales · Charity number 304254

Details

Status Registered

Legal form Other

Registered 1970-08-24

Register [View on the Charity Commission register](#)

Contact

Address Towcester Town Hall
86 Watling Street East
Towcester
Northamptonshire
NN12 6BS

Phone 01327350995

Email towncouncil@towcester-tc.gov.uk

Website www.towcester-tc.gov.uk

Activities

Objects: TO IMPROVE THE CONDITIONS OF LIFE FOR THE INHABITANTS OF THE AREA OF BENEFIT WITHOUT DISTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY THE PROVISION AND MAINTENANCE OF A COMMUNITY CENTRE FOR USE BY THE INHABITANTS, INCLUDING USE FOR: A) MEETINGS, LECTURES AND CLASSES; AND B) OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION.

Activities: The charity provides a venue for social and recreational activities for the well being of the inhabitants of our town.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Amateur Sport, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities

Geography

- **Area of benefit:** TOWCESTER AND NEIGHBOURHOOD
- Northamptonshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£34,249	£35,728	-	-
2024-03-31	£32,029	£45,318	-	-
2023-03-31	£34,353	£35,302	-	-
2022-03-31	£28,210	£25,272	-	-
2021-03-31	£25,365	£26,111	-	-

Trustees

Name	Role	Appointed
TOWCESTER TOWN COUNCIL		

THE TOWCESTER COMMUNITY CENTRE TRUST

England & Wales - Charity number 304254

Accounts

CHARITY REGISTERED NUMBER : 304254

TOWCESTER COMMUNITY CENTRE TRUST

ANNUAL REPORT AND

STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2025

Tove Accountancy Ltd
Office 6, Town Hall
86 Watling Street East
Towcester
Northants
NN12 6BS

TOWCESTER COMMUNITY CENTRE TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Registered Charity No.	304254
Trustees	Towcester Town Council
Correspondence Address	Towcester Town Hall 86 Watling Street East Towcester NN12 6BS
Governing Instrument	Unincorporated Charity Registration 24 August 1970: standard registration
Objects	The Charity provides a venue for social and recreational activities for the well being of the inhabitants of our town.
Statement of Financial Activities	The attached receipts and payments account with accompanying notes set out a true and fair view of the finances of the charity for the period.
Independent Examiner	Tove Accountancy Ltd Office 6, Town Hall 86 Watling Street East Towcester Northants NN12 6BS

TOWCESTER COMMUNITY CENTRE TRUST
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2025

Description of the Charity

Objects To improve the conditions of life for the inhabitants of the area of benefit without distinction of political, religious or other opinions by the provision and maintenance of a community centre for use by the inhabitants, including use for: A) meetings, lectures and classes; and B) other forms of recreation and leisure time occupation.

Areas of benefit Towcester

Address Towcester Town Hall
86 Watling Street East
Towcester
NN12 6BS

Structure, Governance and Management

Trustee Towcester Town Council is the Sole Trustee of the Charity

Trustees Annual Report
2024/25 Financial Year

The agreement to provide accommodation at the Community Centre for Northamptonshire Children's Trust, a subsidiary of West Northamptonshire Council continued to operate successfully throughout the year. The annual rent was £16,760.00 and, in addition to this, WNC contributed towards the costs for insurance, utilities and cleaning of the premises via an annual recharge.

The self-contained accommodation at the Community Centre continues to provide a suitable space which supports the activities of Towcester Town Football Club. This use is allowed is free of charge.

The sum of £20,000.00 is ringfenced within the bank account for the Towcester Youth & Community Centre to act as a reserve. This represents the estimated operating costs for the centre for 12 months and includes an allowance for unplanned maintenance/repairs. A reduction in the account balance to near this reserve will trigger a meeting of Towcester Town Council, as sole Trustees, to determine an appropriate course of action.

Regular hirers of the Community Centre during the 2024/25 Financial Year included:-

- Little Borrowers (formerly Towcester Toy Library)
- Towcester Table Tennis Club
- South Northants Youth Engagement
- Yoga from Shine!
- National Childbirth Trust
- Boogie Bounce Exercise Classes

Regular weekend bookings, mostly children's parties, supplement the income for the centre.

TOWCESTER COMMUNITY CENTRE TRUST
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2025

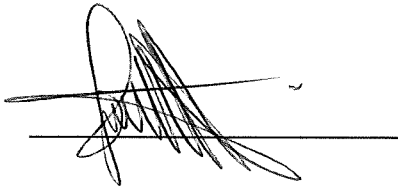
Regular hirers open/close for themselves. A relief caretaker opens and closes for one-off bookings as required. Contracted cleaners visit regularly.

The condition of the building is regularly reviewed with a schedule of outstanding works required to the premises with the aim of extending the longevity of the building, which has considerably exceeded its expected lifespan, and to increase its appeal to attract additional hirers. As a consequence, expenditure in respect of maintenance and repairs has increased.

The Trustee continues to work closely with the local South Northants Policing Team to help alleviate anti-social behaviour in the vicinity of the centre.

The Trustees consider the Towcester Community Centre Trust has met the objectives of the Charity by helping the people of Towcester develop their physical and mental abilities in a safe and caring environment.

Signed on behalf of the Trustees:



Deborah Jewell
Interim Town Clerk

Name

Date:

07.04.26

**INDEPENDENT EXAMINER'S REPORT TO THE
TRUSTEES OF TOWCESTER COMMUNITY CENTRE TRUST**

I report to the trustees on my examination of the accounts of Towcester Community Centre (the Trust) for the year ended 31st March 2025

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 accordance with section 130 of the Act; or
- 2) the accounts do not accord with those records; or

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.

Donna Rowan Gold

07.04.26

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Donna Rowan Gold

Dated

For and on behalf of:

Tove Accountancy Ltd

Office 6, Town Hall, 86 Watling Street East, Towcester, Northants, NN12 6BS

**TOWCESTER COMMUNITY CENTRE TRUST
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31st MARCH 2025**

	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Receipts				
West Northamptonshire Council Rent	16,760	0	16,760	16,760
Rent from other Users	5,010	0	5,010	6,678
Recharge due from West Northamptonshire Council	12,479	0	12,479	8,591
Total	34,249	0	34,249	32,029
Payments (note 2)				
Raising funds	426	0	426	272
Charitable activities	0	0	0	0
Managing and administering the Charity	35,302	0	35,302	45,046
Other	0	0	0	0
Total	35,728	0	35,728	45,318
Net receipts	(1,479)	0	(1,479)	(13,289)
Transfers between funds	0	0	0	0
Cash funds last year end	57,976	0	57,976	71,265
Cash funds this year end	56,497	0	56,497	57,976

TOWCESTER COMMUNITY CENTRE TRUST
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31st MARCH 2025

	2025	2024
	£	£
Cash funds		
Prepayments	0	0
Debtors	0	0
Bank	56,497	57,976
Cash	0	0
Total	<u>56,497</u>	<u>57,976</u>
 Represented by:		
Unrestricted funds	56,497	57,976
Restricted Funds	0	0
Total funds	<u>56,497</u>	<u>57,976</u>
 Assets retained for the Charity's use		
Equipment	0	0
Land & Property	0	0
Total	<u>0</u>	<u>0</u>
 Liabilities		
Accountant's fees	420	420
Loan	0	0
Other	2,639	834
Total	<u>3,059</u>	<u>1,254</u>

Signed on behalf of all the trustees



Signature

Deborah Jewell

Name

07.04.26

Date of approval

TOWCESTER COMMUNITY CENTRE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2025

1. Basis of accounting

These accounts have been prepared under the "Receipts and Payments" basis in accordance with Charity Commission guidelines and legal requirements. These accounts have been prepared under the going concern concept.

2. Payments

	2025 Unrestricted Funds £	2025 Restricted Funds £	2024 Total Funds £
Raising funds			
Rent refunds	0	0	272
	<u>0</u>	<u>0</u>	<u>272</u>
Charitable activities			
	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>
Managing and administering the Charity			
Utility Bills	10,613	0	7,230
Wages - Caretaker	51	0	7,215
PAYE	0	0	0
Pensions	0	0	1,801
Accountancy	420	0	420
Repairs & Maintenance	10,509	0	19,224
Cleaning	10,103	0	4,368
Insurance	4,373	0	4,722
Bank Charges	64	0	66
	<u>36,134</u>	<u>0</u>	<u>45,046</u>
Other			
Sundry expenses	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>
Total payments	<u>36,134</u>	<u>0</u>	<u>45,318</u>

2. Assets

Towcester Community Centre Trust owns the Community Centre building at Islington Road, Towcester, Northamptonshire, NN12 6AU. The insured value of the building is £786,129 and the contents insured value is £5,200.

Towcester Community Centre Trust received Recharge amount of £28,260.00 (2024 £8,590.53) from West Northamptonshire Council in respect of expenditure incurred £25,457.03 (2024 £10,978.91). The difference £2,639.46 is due to be paid after the year end

3. Liabilities

Towcester Community Centre Trust owed Towcester Town Council £2,639.46 (2024 £734.45) for expenditure recharged at the end of the year, this was paid after the yearend.

THE TOWCESTER COMMUNITY CENTRE TRUST

England & Wales - Charity number 304254

Accounts

CHARITY REGISTERED NUMBER : 304254

TOWCESTER COMMUNITY CENTRE TRUST

ANNUAL REPORT AND

STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2024

Tove Accountancy Ltd
Office 6, Town Hall
86 Watling Street East
Towcester
Northants
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TOWCESTER COMMUNITY CENTRE TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

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Trustees	Towcester Town Council
Correspondence Address	Towcester Town Hall 86 Watling Street East Towcester NN12 6BS
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Independent Examiner	Tove Accountancy Ltd Office 6, Town Hall 86 Watling Street East Towcester Northants NN12 6BS

TOWCESTER COMMUNITY CENTRE TRUST
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2024

Description of the Charity

Objects To improve the conditions of life for the inhabitants of the area of benefit without distinction of political, religious or other opinions by the provision and maintenance of a community centre for use by the inhabitants, including use for: A) meetings, lectures and classes; and B) other forms of recreation and leisure time occupation.

Areas of benefit Towcester

Address Towcester Town Hall
86 Watling Street East
Towcester
NN12 6BS

Structure, Governance and Management

Trustee Towcester Town Council is the Sole Trustee of the Charity

Trustees Annual Report
2023/24 Financial Year

Following the demise of Northamptonshire County Council, and formation of a new unitary authority, West Northamptonshire Council (WNC) with effect from 1st April 2021, the agreement to provide accommodation at the Community Centre for a Children's Centre has been taken over by WNC and this continues to operate successfully under identical terms. The annual rent is currently £16,760.00 and, in addition to this, WNC contributes towards the costs for insurance, utilities and cleaning of the premises via an annual recharge.

The self-contained accommodation at the Community Centre continues to provide a suitable space which supports the activities of Towcester Town Football Club. This use is allowed is free of charge.

Regular hirers of the Community Centre during the 2023/24 Financial Year included:-

Little Borrowers (formerly Towcester Toy Library)
Towcester Table Tennis Club
Yoga 4 All Class / Shine Yoga Class
The National Childbirth Trust
Regular weekend bookings, mostly children's parties, supplement the income for the centre.

The Town Council continues to work closely with the local South Northants Policing Team to help alleviate anti-social behaviour in the vicinity of the centre and the Clerk is the appointed Police Liaison Representative for the town, the purpose of this role being to improve communications between the Police, the Town Council, the local Neighbourhood Watch group and the communities they serve.

TOWCESTER COMMUNITY CENTRE TRUST
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2024

In 2023/24, the Town Council appointed a new Facilities Officer, whose remit includes reviewing and scheduling outstanding works required to the premises with the aim of extending the longevity of the building, which has considerably exceeded its expected lifespan, and to increase its appeal to attract additional hirers. Expenditure in respect of maintenance and repairs has increased as a consequence of this appointment.

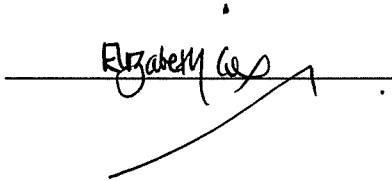
The trustees consider the Towcester Community Centre Trust has met the objectives of the Charity by helping the people of Towcester develop their physical and mental abilities in a safe and caring environment.

The sum of £20,000.00 is ringfenced within the bank account for the Towcester Youth & Community Centre to act as a reserve. This represents the estimated operating costs for the centre for 12 months, and includes an allowance for unplanned maintenance/repairs. A reduction in the account balance to near this reserve will trigger a meeting of Towcester Town Council, as sole Trustees, to determine an appropriate course of action.

Signed on behalf of the Trustees:

Elizabeth Cox

26/01/2025



Name

Date:

**INDEPENDENT EXAMINER'S REPORT TO THE
TRUSTEES OF TOWCESTER COMMUNITY CENTRE TRUST**

I report to the trustees on my examination of the accounts of Towcester Community Centre (the Trust) for the year ended 31st March 2024

Responsibilities and basis of report

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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 accordance with section 130 of the Act; or
- 2) the accounts do not accord with those records; or

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.



26/01/2025

Michael Cooke

Dated

For and on behalf of:

Tove Accountancy Ltd

Office 6, Town Hall, 86 Watling Street East, Towcester, Northants, NN12 6BS

**TOWCESTER COMMUNITY CENTRE TRUST
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31st MARCH 2024**

	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Receipts				
West Northamptonshire Council Rent	16,760	0	16,760	16,760
Rent from other Users	6,678	0	6,678	5,443
Recharge due from West Northamptonshire Council	8,591	0	8,591	12,150
Total	32,029	0	32,029	34,353
Payments (note 2)				
Raising funds	272	0	272	0
Charitable activities	0	0	0	0
Managing and administering the Charity	45,046	0	45,046	35,302
Other	0	0	0	0
Total	45,318	0	45,318	35,302
Net receipts	(13,289)	0	(13,289)	(950)
Transfers between funds	0	0	0	0
Cash funds last year end	71,265	0	71,265	72,215
Cash funds this year end	57,976	0	57,976	71,265

TOWCESTER COMMUNITY CENTRE TRUST
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31st MARCH 2024

	2024	2023
	£	£
Cash funds		
Prepayments	0	0
Debtors	0	0
Bank	57,976	71,265
Cash	0	0
Total	<u>57,976</u>	<u>71,265</u>
 Represented by:		
Unrestricted funds	57,976	71,265
Restricted Funds	0	0
Total funds	<u>57,976</u>	<u>71,265</u>
 Assets retained for the Charity's use		
Equipment	0	0
Land & Property	0	0
Total	<u>0</u>	<u>0</u>
 Liabilities		
Accountant's fees	420	420
Loan	0	0
Other	834	2,936
Total	<u>1,254</u>	<u>3,356</u>

Signed on behalf of all the trustees



Elizabeth Cox

26/01/2025

Signature

Name

Date of approval

**TOWCESTER COMMUNITY CENTRE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2024**

1. Basis of accounting

These accounts have been prepared under the "Receipts and Payments" basis in accordance with Charity Commission guidelines and legal requirements. These accounts have been prepared under the going concern concept.

2. Payments

	2024 Unrestricted Funds £	2024 Restricted Funds £	2023 Total Funds £
Raising funds			
Rent refunds	272	0	272
	<u>272</u>	<u>0</u>	<u>272</u>
Charitable activities			
	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>
Managing and administering the Charity			
Utility Bills	7,230	0	4,633
Wages - Caretaker	7,215	0	10,725
PAYE	0	0	600
Pensions	1,802	0	2,804
Accountancy	420	0	420
Repairs & Maintenance	19,224	0	8,923
Cleaning	4,368	0	3,092
Insurance	4,722	0	4,040
Bank Charges	66	0	66
	<u>45,046</u>	<u>0</u>	<u>35,302</u>
Other			
Sundry expenses	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>
Total payments	<u>45,318</u>	<u>0</u>	<u>35,575</u>

2. Assets

Towcester Community Centre Trust owns the Community Centre building at Islington Road, Towcester, Northamptonshire, NN12 6AU. The insured value of the building is £65,000.00 and the contents insured value is £5,200.

Towcester Community Centre Trust received Recharge amount of £8,590.53 from West Northamptonshire Council in respect of expenditure incurred £10,978.91. The difference £978.91 is due to be paid after the year end

3. Liabilities

Towcester Community Centre Trust owed Towcester Town Council £734.45 for expenditure recharged at the end of the year, this was paid after the yearend.
Refund of hire deposit £100.00 was paid after the year end

THE TOWCESTER COMMUNITY CENTRE TRUST

England & Wales - Charity number 304254

Accounts

CHARITY REGISTERED NUMBER : 304254

TOWCESTER COMMUNITY CENTRE TRUST

ANNUAL REPORT AND

STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2023

Tove Accountancy Ltd
Office 6, Town Hall
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TOWCESTER COMMUNITY CENTRE TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

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Independent Examiner	Tove Accountancy Ltd Office 6, Town Hall 86 Watling Street East Towcester Northants NN12 6BS

TOWCESTER COMMUNITY CENTRE TRUST
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2023

Description of the Charity

Objects To improve the conditions of life for the inhabitants of the area of benefit without distinction of political, religious or other opinions by the provision and maintenance of a community centre for use by the inhabitants, including use for: A) meetings, lectures and classes; and B) other forms of recreation and leisure time occupation.

Areas of benefit Towcester

Address Towcester Town Hall
86 Watling Street East
Towcester
NN12 6BS

Structure, Governance and Management

Trustee Towcester Town Council is the Sole Trustee of the Charity

Trustees Annual Report
2022/23 Financial Year

The easing of Government restrictions, put in place during the Covid-19 pandemic, resulted in the re-opening of the Community Centre from August 2021 and a phased return of existing and new hirers. Thankfully, the 2022/23 Financial year has seen the income from hire fees restored to pre-covid levels. The lease agreement with West Northamptonshire Council (WNC) to provide accommodation for the Children's Trust continues with annual rent of £16,760.00 for its occupation of the centre during core working hours, Monday to Friday, 9am to 5pm. WNC also contributes a pre agreed sum towards the costs for insurance, utilities and cleaning of the premises via an annual recharge.

The self-contained accommodation at the Community Centre continues to provide a suitable space which supports the activities of Towcester Town Football Club. This use is allowed is free of charge.

Regular hirers of the Community Centre during the 2022/23 Financial Year included:-

Little Borrowers (formerly Towcester Toy Library)

Towcester Table Tennis Club

A variety of exercise classes, Yoga 4 All, Boogie Bounce etc.

The National Childbirth Trust

Regular weekend bookings, mostly children's parties, supplement the income for the centre.

The Council continues to work closely with the local South Northants Policing Team to help alleviate anti-social behaviour in the vicinity of the centre and the Clerk is the appointed Police Liaison Representative for the town, the purpose of this role being to improve communications between the Police, the Council, the local Neighbourhood Watch group and the communities they serve.

TOWCESTER COMMUNITY CENTRE TRUST
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2023

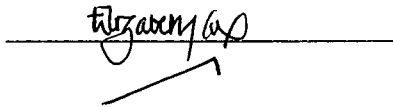
The Council is currently reviewing outstanding works required to the premises with the aim of extending the longevity of the building, which has considerably exceeded its expected lifespan, and to increase its appeal to attract additional hirers.

The trustees consider the Towcester Community Centre Trust has met the objectives of the Charity by helping the people of Towcester develop their physical and mental abilities in a safe and caring environment.

Signed on behalf of the Trustees:

Elizabeth Cox

26/01/2024



Name

Date:

**INDEPENDENT EXAMINER'S REPORT TO THE
TRUSTEES OF TOWCESTER COMMUNITY CENTRE TRUST**

I report to the trustees on my examination of the accounts of Towcester Community Centre (the Trust) for the year ended 31st March 2023

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').

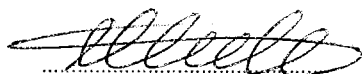
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 accordance with section 130 of the Act; or
- 2) the accounts do not accord with those records; or

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.



26/01/2024

Michael Cooke

Dated

For and on behalf of:

Tove Accountancy Ltd

Office 6, Town Hall, 86 Watling Street East, Towcester, Northants, NN12 6BS

**TOWCESTER COMMUNITY CENTRE TRUST
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31st MARCH 2023**

	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Receipts				
West Northamptonshire Council Rent	16,760	0	16,760	16,760
Rent from other Users	5,443	0	5,443	3,069
Recharge due from West Northamptonshire Council	12,150	0	12,150	8,381
Total	34,353	0	34,353	28,210
Payments (note 2)				
Raising funds	0	0	0	0
Charitable activities	0	0	0	0
Managing and administering the Charity	35,302	0	35,302	25,231
Other	0	0	0	41
Total	35,302	0	35,302	25,272
Net receipts	(950)	0	(950)	2,938
Transfers between funds	0	0	0	0
Cash funds last year end	72,215	0	72,215	69,277
Cash funds this year end	71,265	0	71,265	72,215

**TOWCESTER COMMUNITY CENTRE TRUST
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31st MARCH 2023**

	2023 £	2022 £
Cash funds		
Prepayments	0	0
Debtors	0	0
Bank	71,265	72,215
Cash	0	0
Total	<u>71,265</u>	<u>72,215</u>
 Represented by:		
Unrestricted funds	71,265	72,215
Restricted Funds	0	0
Total funds	<u>71,265</u>	<u>72,215</u>
 Assets retained for the Charity's use		
Equipment	0	0
Land & Property	0	0
Total	<u>0</u>	<u>0</u>
 Liabilities		
Accountant's fees	420	420
Loan	0	0
Other	2,936	0
Total	<u>3,356</u>	<u>420</u>

Signed on behalf of all the trustees



Elizabeth Cox

26/01/2024

Signature

Name

Date of approval

**TOWCESTER COMMUNITY CENTRE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2023**

1. Basis of accounting

These accounts have been prepared under the "Receipts and Payments" basis in accordance with Charity Commission guidelines and legal requirements. These accounts have been prepared under the going concern concept.

2. Payments

	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £
Raising funds			
West Northamptonshire Council Rent	0	0	0
Rent from other Users	0	0	0
Recharge due from West Northamptonshire Council	0	0	0
	0	0	0
Charitable activities			
	0	0	0
	0	0	0
Managing and administering the Charity			
Utility Bills	4,633	0	4,633
Wages - Caretaker	10,725	0	10,725
PAYE	600	0	600
Pensions	2,804	0	2,804
Accountancy	420	0	420
Repairs & Maintenance	8,923	0	8,923
Cleaning	3,092	0	3,092
Insurance	4,040	0	4,040
Bank Charges	66	0	66
	35,302	0	35,302
Other			
Sundry expenses	0	0	0
	0	0	0
Total payments	35,302	0	35,302

2. Assets

Towcester Community Centre Trust owns the Community Centre building at Islington Road, Towcester, Northamptonshire, NN12 6AU. The insured value of the building is £65,000.00 and the contents insured value is £5,200.

3. Liabilities

Towcester Community Centre Trust received Recharge amount of £12,150.00 from West Northamptonshire Council in respect of expenditure incurred £10,740.53. The difference £1409.47 is to be offset against next years recharges

Towcester Community Centre Trust owed Towcester Town Council £1,453.96 for expenditure recharged at the end of the year, this was paid after the yearend.

Transfer of hire charges paid in error to Towcester Community Centre Trust of £72.20 were paid out after the yearend.

THE TOWCESTER COMMUNITY CENTRE TRUST

England & Wales - Charity number 304254

Accounts

CHARITY REGISTERED NUMBER : 304254

TOWCESTER COMMUNITY CENTRE TRUST

ANNUAL REPORT AND

STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2022

Tove Accountancy Ltd
Office 6, Town Hall
86 Watling Street East
Towcester
Northants
NN12 6BS

TOWCESTER COMMUNITY CENTRE TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Registered Charity No.	304254
Trustees	Towcester Town Council
Correspondence Address	Towcester Town Hall 86 Watling Street East Towcester NN12 6BS
Governing Instrument	Unincorporated Charity Registration 24 August 1970: standard registration
Objects	The Charity provides a venue for social and recreational activities for the well being of the inhabitants of our town.
Statement of Financial Activities	The attached receipts and payments account with accompanying notes set out a true and fair view of the finances of the charity for the period.
Independent Examiner	Tove Accountancy Ltd Office 6, Town Hall 86 Watling Street East Towcester Northants NN12 6BS

TOWCESTER COMMUNITY CENTRE TRUST
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2022

Description of the Charity

Objects To improve the conditions of life for the inhabitants of the area of benefit without distinction of political, religious or other opinions by the provision and maintenance of a community centre for use by the inhabitants, including use for: A) meetings, lectures and classes; and B) other forms of recreation and leisure time occupation.

Areas of benefit Towcester

Address Towcester Town Hall
86 Watling Street East
Towcester
NN12 6BS

Structure, Governance and Management

Trustee Towcester Town Council is the Sole Trustee of the Charity

Trustees Annual Report

2021/22 Financial Year

The easing of Government restrictions, put in place during the Covid-19 pandemic, resulted in the re-opening of the Community Centre from August 2021 and a phased return of existing and new hirers. Following the demise of Northamptonshire County Council, and formation of a new unitary authority, West Northamptonshire Council (WNC) with effect from 1st April 2021, the agreement to provide accommodation at the Community Centre for a Children's Centre has been taken over by WNC and this continues to operate successfully under identical terms. The annual rent is currently £16,760.00 and, in addition to this, WNC contributes towards the costs for insurance, utilities and cleaning of the premises via an annual recharge.

The self-contained accommodation at the Community Centre continues to provide a suitable space which supports the activities of Towcester Town Football Club. This use is allowed is free of charge, save for a contribution towards utility costs. However, this was also closed until the centre re-opened in August 2021.

Regular hirers of the Community Centre during the 2021/22 Financial Year included:-

Towcester Toy Library

Towcester Table Tennis Club

Yoga 4 All Class

The National Childbirth Trust

Regular weekend bookings, mostly children's parties, supplement the income for the centre.

The Council continues to work closely with the local South Northants Policing Team to help alleviate anti-social behaviour in the vicinity of the centre and the Clerk is the appointed Police Liaison Representative for the town, the purpose of this role being to improve communications between the Police, the Council, the local Neighbourhood Watch group and the communities they serve.

**TOWCESTER COMMUNITY CENTRE TRUST
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2022**

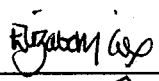
The Council is currently reviewing outstanding works required to the premises with the aim of extending the longevity of the building, which has considerably exceeded its expected lifespan, and to increase its appeal to attract additional hirers.

The trustees consider the Towcester Community Centre Trust has met the objectives of the Charity by helping the people of Towcester develop their physical and mental abilities in a safe and caring environment.

Signed on behalf of the Trustees:

Elizabeth Cox

26/01/2023



Name

Date:

**INDEPENDENT EXAMINER'S REPORT TO THE
TRUSTEES OF TOWCESTER COMMUNITY CENTRE TRUST**

I report to the trustees on my examination of the accounts of Towcester Community Centre (the Trust) for the year ended 31st March 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 accordance with section 130 of the Act; or
- 2) the accounts do not accord with those records; or

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.



26/01/2023

Michael Cooke

Dated

For and on behalf of:

Tove Accountancy Ltd

Office 6, Town Hall, 86 Watling Street East, Towcester, Northants, NN12 6BS

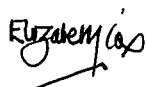
**TOWCESTER COMMUNITY CENTRE TRUST
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31st MARCH 2022**

	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £
Receipts			
West Northamptonshire Council Rent	16,760	0	16,760
Rent from other Users	3,069	0	3,069
Recharge due from West Northamptonshire Council	8,381	0	8,381
Total	28,210	0	28,210
Payments (note 2)			
Raising funds	0	0	0
Charitable activities	0	0	0
Managing and administering the Charity	25,231	0	25,231
Other	41	0	41
Total	25,272	0	25,272
Net receipts	2,938	0	2,938
Transfers between funds	0	0	0
Cash funds last year end	69,277	0	69,277
Cash funds this year end	72,215	0	72,215

**TOWCESTER COMMUNITY CENTRE TRUST
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31st MARCH 2022**

	2022 £
Cash funds	
Prepayments	0
Debtors	0
Bank	72,215
Cash	0
Total	<u>72,215</u>
 Represented by:	
Unrestricted funds	72,215
Restricted Funds	0
Total funds	<u>72,215</u>
 Assets retained for the Charity's use	
Equipment	0
Land & Property	0
Total	<u>0</u>
 Liabilities	
Accountant's fees	420
Loan	0
Other	0
Total	<u>420</u>

Signed on behalf of all the trustees



Elizabeth Cox

26/01/2023

Signature

Name

Date of approval

**TOWCESTER COMMUNITY CENTRE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2022**

1. Basis of accounting

These accounts have been prepared under the "Receipts and Payments" basis in accordance with Charity Commission guidelines and legal requirements. These accounts have been prepared under the going concern concept.

2. Payments

	2022	2022	2022
	Unrestricted	Restricted	Total
	Funds	Funds	Funds
	£	£	£
Raising funds			
West Northamptonshire Council Rent	0	0	0
Rent from other Users	0	0	0
Recharge due from West Northamptonshire Council	0	0	0
	0	0	0
Charitable activities			
	0	0	0
	0	0	0
Managing and administering the Charity			
Utility Bills	3,955	0	3,955
Wages - Caretaker	9,449	0	9,449
PAYE	426	0	426
Pensions	1,850	0	1,850
Repairs & Maintenance	3,670	0	3,670
Cleaning	2,488	0	2,488
Insurance	3,378	0	3,378
Bank Charges	16	0	16
	25,231	0	25,231
Other			
Sundry expenses	41	0	41
	41	0	41
Total payments	25,272	0	25,272

2. Assets

Towcester Community Centre Trust owns the Community Centre building at Islington Road, Towcester, Northamptonshire, NN12 6AU. The insured value of the building is £65,000.00 and the contents insured value is £5,200.

THE TOWCESTER COMMUNITY CENTRE TRUST

England & Wales - Charity number 304254

Accounts

TOWCESTER TOWN COUNCIL

ELIZABETH COX

Town Clerk



TOWN HALL
86 Watling Street,
Towcester,
Northants NN12 6BS

Tel: 01327 350995

TOWCESTER COMMUNITY CENTRE TRUST

Charity No. 304254

Accounts 01.04.2020 – 31.03.2021

C/Forward on Account Number 00815209 on 31.03.2020	£106,756.48	Bank Statement 599
Includes creditors of £4,190.00 at 31.03.2020 (Northamptonshire County Council rent paid on 17.03.2020 for the period 01.04.2020 to 30.06.2020)		
Less recharge outstanding at 31.03.2020 to Towcester Town Council for the period 01.04.2019 to 31.03.2020 (cleared on 23.07.2020)	- £32,543.05	£74,213.43
Income		
Northamptonshire County Council Rent	+ £12,584.63	
Rent from other users	+ £225.00	
Northamptonshire County Council Recharge for the period 01.04.2020 to 30.03.2021	+ £8,365.52	£95,388.58
Creditors @ 31.03.2021	= £0.00	£95,388.58
Expenditure		
Refund of hire charges (Covid) (Cheque Nos. 101515 & 101516)	- £222.31	
British Gas Utilities (via Direct Debit)	- £616.73	
Recharges due to Towcester Town Council for the period 01.04.2020 to 31.03.2021 in respect of:- Annual Insurance Premium £2,967.06 Caretaker/Cleaner £15,345.22 (including pension contributions of £3,675.58) Maintenance, Repairs and Utilities £6,959.79 (Cheque Nos. 101517, 101518 & 101519)	- £25,272.07	£69,277.47
Balance on Account Number 00815209 at 31.03.2021	= £69,277.47	Bank Statement 612
Debtors @ 31.03.2020	£0.00	

The above statement of accounts fairly represents the financial position of the Towcester Community Centre Trust at 31.03.2020 and reflects its income and expenditure for the year.

Signed by the Responsible Financial Officer:-

Elizabeth Cox

TOWCESTER COMMUNITY CENTRE TRUST

Charity No 304254

Trustees:-

Towcester Town Council is the Sole Trustee of the Charity

Object of the Charity:-

The object of the charity is to improve the conditions of life for the Towcester community and its surrounds by the provision of the community centre, including the use for:-

- (a) Meetings, classes and other forms of recreation and leisure-time occupation.

**Trustees Annual Report
2020/21 Financial Year**

The emergence of the Covid-19 pandemic had a significant effect on the operations of the Towcester Youth & Community Centre, which closed in March 2020 as a result. In accordance with the terms of its lease agreement; Northamptonshire County Council continued to meet its obligations to pay rent and a contribution towards other costs to ensure the building was preserved in good order and appropriately insured. The annual rent received from Northamptonshire County Council is currently £16,760 per annum.

As sole Trustees, Towcester Town Council made the decision not put its Caretaker/Cleaner on furlough in order that they could continue to perform important key holder duties, i.e. facilitating appointments for alarm and fire equipment servicing/inspections and to maintain regular security checks on the building.

The self-contained accommodation at the Community Centre continues to provide a suitable space which supports the activities of Towcester Town Football Club. This use is allowed is free of charge, save for a contribution towards utility costs. However, this was also closed for the whole of the 2020/21 Financial Year.

The centre did not re-open until August 2021.

Since the premises re-opened in August 2021, regular bookings have resumed by the following users:-

Towcester Toy Library
Towcester Table Tennis Club
Yoga 4 All Class
The National Childbirth Trust

The Council continues to work closely with the local Safer Communities Policing Team to help alleviate anti-social behaviour in the vicinity of the centre and the Clerk was recently appointed as Police Liaison Representative for the town, a role which intends to improve communications between the Police, the Council, the local Neighbourhood Watch group and the communities they serve.

The Council is currently planning a programme of external and internal works, which include, roof repairs, replacement flooring and external redecoration with the aim of preserving the fabric of the building and increasing its appeal to attract additional hirers.

The trustees consider the Towcester Community Centre Trust has met the objectives of the Charity by helping the people of Towcester develop their physical and mental abilities in a safe and caring environment.

Internal Audit Report

(to be read in conjunction with the Annual Internal Audit Report in the Annual Governance and Accountability Return)

Name of council:	Towcester Town Council		
Name of Internal Auditor:	David Harries	Date of report:	17 June 2021
Year ending:	31 March 2021	Date audit carried out:	5-9 Feb, 17 June 2021

Internal audit is the periodic independent review of a council's internal controls resulting in an assurance report designed to improve the effectiveness and efficiency of the activities and operating procedures under the council's control. Managing the council's internal controls should be a day-to-day function of the council through its staff and management and not left for internal audit. It would be incorrect to view internal audit as the detailed inspection of all records and transactions of a council in order to detect error or fraud. This report is based on the evidence made available to me and consequently the report is limited to those matters set out below.

The council is required to take appropriate action on all matters raised in reports from internal and external audit and to respond to matters brought to its attention by internal and external audit. Failure to take appropriate action may lead to a qualified audit opinion.

To the Chairman of the Council:

1. Introduction and Background

I carried out an interim internal audit of Towcester Town Council between 5-9 February and 17 June 2021, having examined the information on the council's web site; my thanks to the Town Clerk/RFO, Elizabeth Cox, for her time and assistance in responding to questions and comments as well as providing all additional information requested.

Towcester Town Council has 16 councillors (one vacancy filled by co-option in July), with a quorum of one-third for full council and one-half for committees, serving an electorate of around 7,400.

The Council has several committees: Resources/Planning; Recreation and Leisure; Premises (Town Hall, Community Centre, Sawpits); Personnel (meeting as and when necessary) and Cemetery. Each committee has clear terms of reference and delegated powers.

The Council's Standing Orders and Financial Regulations, as well as the risk assessment policies, are reviewed and adopted annually, each May. The current documents were reviewed and adopted on 18 May 2020.

The Clerk, Assistant Clerk and Administrative Assistant each have a contract of employment. The Clerk is the Responsible Finance officer (RFO).

In accordance with the usual practice, the Council agreed a precept of £389,965 (an increase of 10% compared with the previous year) on 9 December 2019, after the Resources/Planning Committee had considered the budget details (including additional work and long-term projects), following a review of expenditure requirements undertaken by each committee.

The Council has received a report on the financial effects of the coronavirus pandemic

A Business Plan, originally adopted on 7 December 2015, was last reviewed and updated on 9 September 2019.

The council is the corporate (sole) trustee of Towcester Community Centre. This has a separate bank account and financial records, including insurance. The annual return was submitted to the Charity Commission online, and on time, on 26 January.

During part of the pandemic lockdown period, some 'committee' meetings had been held within remote Town Council meetings, where a committee chairman took over the chair and members not on that committee could stand down during this agenda item. Council meetings were not adjourned to allow these 'committee' meetings. The Regulations allowing remote meetings do not change the requirement for each meeting to have its own agenda published, with a specific start time, even if it is published only on the web site. During Council meetings the Council chairman, if present, must take the chair unless declaring an interest in an item to be considered. In view of this, the practice of holding 'committee' meetings within Council meetings had been discontinued.

In receiving the Annual Return for 2019-20 the Auditors, PKF Littlejohn, had drawn attention to internal payments made on behalf of the youth and community centre which need not be included in the AGAR accounting statements. The figures in box 3 (total other receipts) and box 6 (all other payments) had been amended accordingly. The balance at box 7 was unaffected.

The final accounts, Section 1 and Section 2 of the Annual Governance and Accountability Return (AGAR) for 2020-21 would be approved on 28 June 2021. An extension until the 16th July has been agreed with PKFLittlejohn to submit all the required documents to them, and the Exercise of Public Rights would be publicised by their deadline.

2. Issues Previously Raised

The adoption of the *General Power of Competence* has been considered but not pursued.

Insurance arrangements are reviewed annually, and cover had been arranged through Aon including Fidelity cover of £750,000. The fidelity figure should cover the maximum sum held at any time during the year, including the significant section 106 money. [This has been reviewed regularly and is considered to be prohibitively expensive.]

3. Issues Raised for Consideration

Section 106 funding involves a significant amount of money (over £100,000) that should be reviewed on a regular basis to ensure it is used in an appropriate and timely manner.

4. General Conclusion

Through examination of evidence and questioning, I tested the internal controls and I am satisfied that effective systems of control are in place.

Yours sincerely,
David Harries BEM, Internal Auditor to the Council