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## **THE TOWN BROOK CHARITY**

### **TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021**

The trustees present their report, together with the financial statements, for the year ended 31 March 2021.

#### **INFORMATION**

The Town Brook Charity was regulated by a Commissioners Scheme made on 9 June 1922 until 23 May 2001, when a scheme dated 24 May 2001 became effective. The charity is registered under No. 1008223. Its address is Town Hall, High Street, Lewes, East Sussex, BN7 2QS.

#### **OBJECTS OF THE CHARITY**

The objects of the charity are the provision and maintenance of the Pells Open Air Swimming Pool and the provision and maintenance of the surrounding recreation area, for the benefit of the public generally and especially the inhabitants of the town of Lewes in the County of East Sussex.

#### **THE 2020/2021 YEAR**

**The Pells Open Air Swimming Pool** is operated under a formal agreement by the Pells Pool Community Association (Registered charity number 1086741).

The administration of the Charity's affairs is conducted in parallel with the Town Council's own, and matters related to the land and Swimming Pool are discussed and decided by Trustees sitting in Council.

#### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the charity and of its financial activities for that period. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable United Kingdom accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud or other irregularities.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

#### **RISK MANAGEMENT**

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operation and finances of the charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

**THE TOWN BROOK CHARITY**

**TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021**

**TRUSTEES**

The trustees during the period 1 April 2020 to 31 March 2021 were the 18 incumbent elected members of Lewes Town Council. The secretary is the Town Clerk. New Trustees are appointed on taking their seat as elected members of Lewes Town Council, following the statutory process for such elections. They are:

Cllr Dr Janet BAAH	1 Harvard Close, LEWES, East Sussex, BN7 2EJ
Cllr Matthew BIRD	65 Highdown Road, LEWES, East Sussex, BN7 1QE
Cllr Richard BURROWS	24 South Street, LEWES, East Sussex, BN7 2BP
Cllr Guy EARL	49 Court Road, LEWES, East Sussex, BN7 2SA
Cllr Robert HANDY	50 Highdown Road, LEWES, East Sussex, BN7 1QF
Cllr Oliver HENMAN	5 Park Road, LEWES, East Sussex, BN7 1BN
Cllr James HERBERT	7 Meridian Road, LEWES, East Sussex, BN7 2TL
Cllr John LAMB	4 Queen's Road, LEWES, East Sussex, BN7 2JF
Cllr Imogen MAKEPEACE	50 North Way, LEWES, East Sussex, BN7 1DJ
Cllr Dr Wendy MAPLES	72 Winterbourne Close, LEWES, East Sussex, BN7 1JZ
Cllr Dr Graham MAYHEW	2 Montacute Road, LEWES, East Sussex, BN7 1EN
Cllr Merlin MILNER	8 South Street, LEWES, East Sussex, BN7 2BP
Cllr Ruth O'KEEFFE	12 Dorset Road, LEWES, East Sussex, BN7 1TH
Cllr Shirley-Anne SAINS	29 Newton Road, LEWES, East Sussex, BN7 2SH
Cllr Jonathan VERNON	15 Valley Road, LEWES, East Sussex, BN7 1LE
Cllr Richard WARING	2 Littledown Cottages, Old Brighton Road, LEWES, East Sussex, BN7 3JL
Cllr Stephen WISCHHUSEN (known as CATLIN)	25 Clevedown, Barons Down Road, LEWES, East Sussex, BN7 1EY
Cllr Catherine WOOD	41 The Avenue, LEWES, East Sussex, BN7 1QT

**SECRETARY**

Mr Steven Brigden c/o Town Hall, High Street Lewes East Sussex BN7 2QS

Approved by the trustees on 24/6/21

and signed on their behalf by:

Trustee



Trustee



**THE TOWN BROOK CHARITY**

**TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021**

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Approved by the trustees on 24/6/21

and signed on their behalf by:

Trustee



Trustee



THE TOWN BROOK CHARITY

RECEIPTS AND PAYMENT ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
<b>Receipts:</b>		
Contributions	38,604	48,524
	<hr/>	<hr/>
<b>Total receipts</b>	<b>38,604</b>	<b>48,524</b>
	<hr/>	<hr/>
<b>Payments:</b>		
Staff costs	17,263	17,571
Consultants	720	705
Repairs and maintenance	1,060	6,152
Miscellaneous expenses	146	246
Insurances	835	1,196
Services contract	8,580	12,654
Grant – Pells Pool Community Association	10,000	10,000
	<hr/>	<hr/>
<b>Total payments</b>	<b>38,604</b>	<b>48,524</b>
	<hr/>	<hr/>
Net receipts for the year	-	-
Cash and bank balances at 31 March 2020	<hr/>	<hr/>
Cash and bank balances at 31 March 2021	<hr/>	<hr/>

**THE TOWN BROOK CHARITY**

**STATEMENT OF ASSETS AND LIABILITIES AT 31 MARCH 2021**

**Trustees**

None of the Trustees (or any persons connected with them) received any remuneration, nor incurred any expenses on behalf of the Charity, during the year. Similarly, no such costs were incurred in the prior year.

**Monetary Assets**

Town Brook Charity account is maintained within the accounts of Lewes Town Council. Any deficit on operations in the year is funded by the Council. No separate bank accounts are kept for the Charity monies.

**Liabilities**

At the date of the balance sheet, there is an amount due of £720 in respect of the independent examiner's fee.

**Reserves**

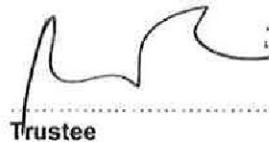
Reserves may be established and maintained for specific purposes from time to time, following Lewes Town Council's own policies. Contributions or expenditure to or from reserve funds are shown in the accounts.

**Permanent Endowment**

Land and Buildings used by the Charity are the Pells Swimming Pool and Recreation Ground (permanent endowment operating under a Charitable Scheme and detailed by governing instrument dated 9 June 1922). There has been no valuation assigned to the endowment as it is a community asset which cannot be disposed of.

Approved by the trustees on 24/6/21 and signed on their behalf by

  
Trustee

  
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE TOWN BROOK CHARITY**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 2 to 5.

**Responsibilities and basis of report**

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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 respect of the charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

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.



David Martin, FCA  
Knill James LLP  
Chartered Accountants  
One Bell Lane  
Lewes  
East Sussex  
BN7 1JU

Dated: 22 September 2021