Trustees' Annual Report for the period

From	01	January	2025	To	31	December	2025

Section A Reference and administration details

Charity name	Stow Park Community Centre
Other names charity is known by	
Registered charity number (if any)	1155442
Charity's principal address	Stow Park Community Centre Brynhyfryd Road NEWPORT NP20 4FX

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sheila Jones	Chair until 17 March 2026	Retired 17 March 2026	Stow Park Church LEP
2	William Clason		1 January to 30 May 2025	Stow Park Church LEP
3	Deborah Clason	Treasurer until 30 May	1 January to 30 May 2025	Stow Park Church LEP
4	Ronald Prosser		Retired 17 March 2026	Stow Park Church LEP
5	John Dowdell	Treasurer from 1 June 2025, interim Chair from 24 September 2026		Stow Park Church LEP
6	Helen Dowdell	Chair from 18 March 2026 until 23 September 2026	1 June 2025 to 23 September 2026	Stow Park Church LEP
7	Stuart Purcell		1 June 2025 to date	Stow Park Church LEP
8	Jonathon Matthews		1 January to 10 January 2025, reappointed 17 March 2026	Stow Park Church LEP
9	Heather Vaughan		Appointed 17 March 2026	Stow Park Church LEP

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
None	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent Examiner	Kara Williams BSc BFP FCA	Ellis Lloyd Jones Audit Limited, 11 Park Square, Newport NP20 4EL

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (e.g. trust deed, constitution)	Stow Park Community Centre CIO is governed by its Constitution dated 8 January 2014.
How the charity is constituted (e.g. trust, association, company)	Stow Park Community Centre is constituted as a CIO.
Trustee selection methods (e.g. appointed by, elected by)	Trustees are selected in accordance with section 13 of the CIO Constitution. Each trustee is appointed by the Stow Park Local Ecumenical Partnership for a term of four years and may be appointed for one further term on expiration of the first term. Those trustees serving two terms may be subsequently reappointed after a gap of one year. There are no ex-officio trustees.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

New trustees are inducted using the procedure in section 14 of the Constitution.

Stow Park Community Centre CIO is formed as the community outreach arm of Stow Park Church, a Local Ecumenical Partnership between the United Reformed Church and the Presbyterian Church of Wales. The CIO is, however, a charity in its own right, but Members of the LEP are automatically Members of the CIO and have voting rights.

The principal risks the CIO faces are:
- The risk of funding shortfall to pay employed staff. Note that centre running costs excluding salaries (ca. £25,000 in 2025) are largely balanced by room hire income (ca. £28,000 in 2025).
- The risk of losing volunteers, which can often be attributed to a lull in community projects to attract them, followed by an effort to build back up again.
- The risk of paid staff going long-term sick, leaving a role that cannot be filled with paid alternative staff.
- The significant risk of staff burn-out due to high workload; the Trustees seek to mitigate this by more hands-on management of the centre staff and undertaking major one-off tasks, and by looking to segment and reduce workload where this is possible.
- The risk of ever-increasing compliance regimes. In 2025, a new lockdown policy was introduced at the suggestion of Newport City Council, and a new set of policies were developed for the foodbank since Trussell Trust require franchise holders to mirror their own policies.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the CIO are the provision alone or in conjunction with others of facilities for the benefit of the public in order to relieve poverty and any other needs in particular through reason of youth, age, ill-health, disability, unemployment or social deprivation.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

During 2025, the principal activities in relation to the aims were:
- Running a satellite foodbank under the Trussell Trust and then taking over the city hub foodbank role when the previous hub closed.
- Running community lunch meals and after-lunch group activities for disadvantaged members of the public including community singing, model-building and flower planting, under a grant made by the National Lottery.

The trustees confirm they have had due regard to the guidance issued on public benefit by the Charity Commission.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

Stow Park Community Centre CIO does not make grants for other charities.

While the CIO has sufficient finances to employ a very small number of staff, the community activities rely extensively on volunteers to run the foodbank (including supermarket pickup, weighing, dating, sorting and storing the food on four mornings per week, and subsequent distribution to clients on two mornings per week), and to prepare and cook community meals under industry-standard kitchen hygiene training. Although the number of volunteers varied during the year, there was a core of some 10 people contributing their time across all activities. During the later months of 2025, the centre has been short of paid staff requiring trustees to volunteer to carry out those roles. A paid Foodbank team leader was recruited in late 2025 to lead that operation.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

The CIO aims to make a difference to circumstances of the clients by firstly providing a safe space. Individuals may be feeling alone in their circumstances, and providing a space along with hot food and fellowship allows clients to elaborate their circumstances and needs to staff and volunteers, which in turn allows the CIO to provide verbal or material assistance and signposting to agencies who can help them in their situation. This gives the clients a lift and may encourage them to access debt or substance abuse counselling or even become a volunteer themselves.

Regarding the Foodbank operation, the charity is currently providing some 15-20 food parcels per week to individuals and families. This represents some 250 to 300 kg of food every week, which is replenished by donations from customers at local supermarkets and occasionally by purchasing stock using cash donations. The Foodbank operation is working with the agencies sponsoring the foodbank vouchers, such as housing associations, support workers and local charities such as Salvation Army, so that the agencies themselves are working with the clients to help resolve the situations they find themselves in. In addition, our partner Stow Park Church runs occasional debt management courses under the auspices of Christians Against Poverty, which has been very successful in helping clients become debt free.

The Centre also hires its rooms to local businesses and charities providing activities such as martial arts, yoga, drama, choirs, and government-funded early-years services. This provides an income to the charity sufficient to cover running costs while providing a service to the community.

During 2025, as well as the community meals/activities mentioned earlier, grants were received from Newport City Council for start-up costs associated with becoming the Newport and District foodbank hub (purchasing iPads, shelving, trolleys, supermarket food crates, and funding the refurbishment of a new food storage area), from Benefact Trust to part-fund the salary of a Foodbank team lead, and further donations to purchase food to supplement supermarket donations and support operational costs. All capital funded activities have been completed on target; operational funding is ongoing as it is funded for 24 months.

Section E Financial review

Brief statement of the charity's policy on reserves

The trustees have established a reserves policy to equal three months running costs and will be working towards this over the next few years. Whereas they recognise their responsibilities to spend the monies given within a reasonable time, they are also mindful of the need to hold funds in reserve to meet the risk of falling income and to fund an effective exit strategy should the Charity have to be closed.

The unrestricted cash reserves were £72,420 at 31 December 2025

Details of any funds materially in deficit

The CIO does not currently have any fund or subsidiary undertaking that is materially in deficit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The accounts for the year ended 31 December 2025 have been prepared on a receipts and payments basis. In previous years, the accounts were prepared on an accruals basis and therefore the comparative figures are not directly comparable with the current year. As a result of the change in accounting basis, some payments made during 2025 relate to expenditure which was recognised in the previous year's accruals accounts.

The CIO has several sources of funds:
- The building, owned by the Presbyterian Church in Wales on which the CIO pays no rent, and the adjoining Stow Park Church, contains rooms that can be hired, as discussed in Section D.
- The Lighthouse project delivered by Taff Housing in partnership with Newport City Council pay rent for their offices. The project runs on a three-year contract.
- The centre accepts small donations which are attributed to unrestricted funds.
- Occasionally, legacies are donated to the centre. In 2024, a legacy of £87,500 was received.
- Grants for operational costs are hard to come by.
- Grants are more readily available for specific or new projects. The CIO pays a retainer of £600/month to a professional fundraiser who was a Trustee until 10 January 2025 and has subsequently been reappointed as a Trustee since the year end.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	John Dowdell (Oct 30, 2026 13:45:57 GMT)	Jonathan Mathews (Oct 30, 2026 13:49:53 GMT)
Full name(s)	**John Dowdell**	**Jonathon Matthews**
Position (e.g. Secretary, Chair, etc)	**Treasurer and interim Chair**	

Date 30/10/2026

Stow Park Community Centre (Charity no. 1155442)
Independent Examiner's Report to the Trustees of Stow Park Community Centre
Year ended 31 December 2025

Responsibilities and basis of report
I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2025.

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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

I have no concerns, and have come across no other matters, in connection with the examination, to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Kara Williams BSc BFP FCA
Independent Examiner
11 Park Square
Newport
NP20 4EL

Date 30/10/2026

CHARITY COMMISSION FOR ENGLAND AND WALES

Charity Name	No (if any)
Stow Park Community Centre	1155442

Receipts and payments accounts

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For the period from	Period start date	To	Period end date
	01/01/2025		31/12/2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year (accruals basis) to the nearest £
A1 Receipts					
Room Hire	28,697	-	-	28,697	36,913
Donations - Centre (unrestricted) & Foodbank (restricted)	2,079	1,091	-	3,170	91,057
Grants - Centre	-	24,895	-	24,895	1,298
Grants - Foodbank	261	5,935	-	6,196	-
Bank Interest	-	-	-	-	19
Other charitable activities & fundraising					491
From Stow Park Church (mistaken transactions)	3,000	-	-	3,000	-
***Sub total** (Gross income for AR)*	34,037	31,921	-	65,958	129,778
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	34,037	31,921	-	65,958	129,778
A3 Payments					
Salaries + Pension Centre (refunded to PCW)	20,046	5,945	-	25,991	24,742
Salaries Foodbank (refunded to PCW)	-	-	-	-	-
Running costs	23,685	20	-	23,705	23,464
Community Projects	-	1,161	-	1,161	2,160
Revolut Card (from Nandos for Foodbank)	261	-	-	261	-
Cost of fundraising	7,416	-	-	7,416	7,416
To Stow Park Church, gas and electric share	24,308	-	-	24,308	14,962
Independent examiner fees	2,640	-	-	2,640	2,051
	-	-	-	-	-
Sub total	78,356	7,126	-	85,482	74,795
A4 Asset and investment purchases, (see table)					
Foodbank equipment	-	4,817	-	4,817	
	-	-	-	-	
Sub total	-	4,817	-	4,817	-
Total payments	78,356	11,943	-	90,299	74,795
Net of receipts/(payments)	- 44,319	19,978	-	- 24,341	54,983
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	116,739	-	-	116,739	60,968
Cash funds this year end	72,420	19,978	-	92,398	116,739

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

B1 Cash funds

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	All Barclays accounts	72,420	19,978	-
		-		-
		-	-	-
	Total cash funds	**72,420**	**19,978**	**-**
	(agree balances with receipts and payments account(s))	OK	OK	OK

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Incorrect Lebara mobile phone payments. Repaid 24 October 2026	66	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Existing fixtures and fittings	Unrestricted	-	-
Existing Centre equipment	Unrestricted & restricted (previous grants)	-	-
Existing computer/office equipment	Unrestricted	-	-
Foodbank equipment purchased in 2025 (iPads, shelving, fridges, freezers, trolleys, food crates, weigh scales)	Restricted - Grants - Foodbank	4,817	-
Other equipment purchased in 2025	Unrestricted	429	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Funds transferred by mistake from Stow Park Church	Unrestricted	3,000	12 July 2026
Barclaycard transactions dated 28/11/25 to 27/12/25	Unrestricted	140	23 January 2026
Barclaycard transactions dated 28/12/25 to 30/12/25	Unrestricted	106	23 February 2026
Owing to PCW for payroll	Unrestricted	3,525	
Owing to PCW for payroll	Restricted	1,502	

Trustee payment note

During 2025, £600 was paid to a company controlled by a trustee for professional fundraising services provided to the charity (2024: £7,200).

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
John Dowdell (Oct 30, 2026 13:45:57 GMT)	John Dowdell	30/10/2026
Jonathan Mathews (Oct 30, 2026 13:49:53 GMT)	Jonathon Matthews	30/10/2026