

Registered Charity Number: 304409

**GIRLGUIDING NORTHAMPTON
TREFOIL HOUSE
ANNUAL REPORT AND FINANCIAL STATEMENTS
OF THE MANAGEMENT COMMITTEE
FOR THE YEAR ENDED 31 DECEMBER 2023**

GIRLGUIDING NORTHAMPTON

TREFOIL HOUSE

FINANCIAL STATEMENTS OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 DECEMBER 2023

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GIRLGUIDING NORTHAMPTON

TREFOIL HOUSE

FINANCIAL STATEMENTS OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 DECEMBER 2023

Trustees of Trefoil House, Northampton

Mrs H Hayward	Chairman
Mandy Ludlow	Division Commissioner
Jennie Lewell	Assistant Divisional Commissioner
Karen Clark	Assistant Divisional Commissioner
Claire Brock	Assistant Divisional Commissioner
Emma Wilson	Assistant Divisional Commissioner
Judy Rainbow	Division Rainbow/Inclusion Adviser
Helen Hayward	Division Events Coordinator
Jenna Wood	Division Ranger Adviser
Lynsey McIntosh	Joint Divisional Commissioner
Charlee Welford	Joint Divisional Commissioner
Kate Chaplin	Eastfield Joint District Commissioer
Deborah Lodge	Eastfield Joint District Commissioer
Meryl Thomas	Kingsthorpe District Commissioner
Sandy Lewis	Wantage District

GIRLGUIDING NORTHAMPTON

TREFOIL HOUSE

MANAGEMENT COMMITTEE'S REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

Girlguiding Northampton Trefoil House is in operation under Girlguiding UK Declaration of Trust of 1938. The specific charity number is 304409.

The object of the charity is to provide a Headquarters for the use of Girlguiding Northampton Divisions, ie Northampton North and Northampton Nene Valley. The Headquarters is based at 14 Scirocco Close, Moulton Park, Northampton, NN3 6AP. The property is held in trust by the Guide Association Trust Corporation.

Trefoil House Report for the AGM on Thursday 18th April 2024

The committee have meet during the year to discuss what needs to happen with the shop and building and have we the finances to do it!

A new till, chip and pin machine purchased. With the launch of the new logo the signage above the door was changed, with approval of CHQ. Thanks must go to Nikki for organising this.

The constitution had a few tweaks due to Nene Valley changing a few roles within the Division, County has a copy.

A sub-committee was formed in November 2023 to promote this room, with the view of brining in more revenue. It is still free for Northampton North and Nene Valley to use for meetings. If you know anyone who needs to meet, weather regularly or an one off, please give them the email to book. Over the end of 2023 and start of 2024 a good sort out and new items purchased to make it look smarter for outsiders to use.

Unfortunately no one could attend the village AGM.

My thanks must go to the committee for their hard work but especially Val who runs the shop amazingly, the postal service is growing even more since covid and Rosemary who keeps a tight hold on the finances and will get us a good deal on anything – electricity, phone and internet her latest achievements!

Thank you all.

Helen Hayward
Chairperson

The Management Committee, who are the representatives of Girlguiding Northampton, Trefoil House, held office during the period from 1 January 2023 to the date of this report unless otherwise stated:

Mrs D. Denton - President
Mrs H. Hayward - Chairman
Mrs M Tinker - Secretary
Mrs. R. Reid Treasurer
Mrs V Tate - Shop Manageress
Mrs. M Ludlow - Northampton Nene Valley Commissioner
Mrs.L.McIntosh - Northampton North Commissioner
Miss R. Reid - Shop Reepresentative
Miss J. Poole - Northampton Nene Valley Representative
Miss. D. Lodge - Northampton North Representative

GIRLGUIDING NORTHAMPTON

TREFOIL HOUSE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

	2023		2022	
	£	£	£	£
Incoming Resources				
Sales		66,197.18		77,438.56
Less: Cost of Sales				
Stock at 1 January 2023	35,216.90		27,120.00	
Purchases	49,043.82		66,802.48	
	84,260.72		93,922.48	
Less: Stock at 31 December 2023	26,270.75		35,216.90	
		57,989.97		58,705.58
Gross Profit		8,207.21		18,732.98
Lettings		205.00		440.00
Bank and Building Society Interest		942.64		186.33
Total Incoming Resources		9,354.85		19,359.31
Resources Expended				
Refreshments	0.00		19.75	
Travel	38.40		112.60	
Security, Repairs and Servicing	993.60		7,910.19	
Electricity	948.19		832.93	
Cleaning and Toiletries	0.00		125.00	
Telephone and postage	759.54		823.33	
Printing and Stationery	46.87		234.77	
Bank charges	281.59		0.00	
Water rates	193.37		175.94	
Office Village	780.00		780.00	
Insurance	1,016.79		1,213.04	
Accountancy	75.00		75.00	
Vouchers	125.12		0.00	
Sundry expenses	716.84		885.94	
Depreciation	1,527.00		640.00	
Total Resources Expended		7,502.31		13,828.49
Net Incoming Resources for the Year		1,852.54		5,530.82

GIRLGUIDING NORTHAMPTON

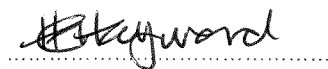
TREFOIL HOUSE

BALANCE SHEET AS AT 31 DECEMBER 2023

	2023	2022
	£	£
Fixed Assets		
Tangible Assets:		
Trefoil House, Scirrocco Close	177,696.00	177,696.00
Property Improvements	22,469.00	23,109.00
Furniture and Equipment	2,659.00	0.00
	<hr/>	<hr/>
	202,824.00	200,805.00
	<hr/>	<hr/>
Current Assets		
Stock	26,270.75	35,216.90
Debtors	0.00	418.76
Cash at NatWest Bank	41,973.87	33,002.77
Cash at COIF Deposit Account	20,129.71	19,284.57
Cash in Hand	100.00	40.00
Paypal	179.49	77.28
	<hr/>	<hr/>
	88,653.82	88,040.28
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Current Liabilities		
Accruals	855.00	75.00
	<hr/>	<hr/>
Net Current Assets	87,798.82	87,965.28
	<hr/>	<hr/>
Net Assets	290,622.82	288,770.28
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Represented by:		
General Funds		
As 1 January 2023	288,770.28	283,239.46
Net income for the year	1,852.54	5,530.82
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At 31 December 2023	290,622.82	288,770.28
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Approved by the management committee on

and signed on its behalf by



Mrs Helen Hayward
Chairman

TREFOIL HOUSE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

1 ACCOUNTING POLICIES

General

The accounts have been prepared under the historical cost convention in accordance with applicable accounting standards and the Charities Accounting Statement of Recommended Practice (SORP) 2005. There have been no changes in accounting policies.

Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset over its expected useful economic life. The depreciation rates used are as follows:

Improvements to property	2% on cost
Furniture and equipment	25% on cost

Stock

Stock has been valued at the lower cost and net realisable value.

2 FIXED ASSETS

Property

Trefoil House, Northampton was purchased for £177 696 in 2007.

Other assets	Furniture and Equipment £	Improvements to Property £	Total £
Cost			
At 1 January 2023	11,096.00	32,001.00	43,097.00
Additions	3,546.00	0.00	3,546.00
Eliminated on old items	-11,096.00	0.00	-11,096.00
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31 December 2023	14,642.00	32,001.00	46,643.00
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Accumulated Depreciation			
At 1 January 2023	11,096.00	8,892.00	19,988.00
Charge for the year	887.00	640.00	1,527.00
Eliminated on old items	-11,096.00	0.00	-11,096.00
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At 31 December 2023	11,983.00	9,532.00	21,515.00
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Net Book Value			
At 31 December 2023	2,659.00	22,469.00	25,128.00
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At 31 December 2022	0.00	23,109.00	23,109.00
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TREFOIL HOUSE

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GIRLGUIDING NORTHAMPTON
FOR THE YEAR ENDED 31 DECEMBER 2023**

I report on the accounts of the Trust for the year ended 31 December 2023, which are set out on pages 1 to 5.

Respective responsibilities of Trustees and Examiner

The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

- a) examine the accounts (Under section 43 of the Act);
- b) follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act); and
- c) state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

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 I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In the course of 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:

- a) proper accounting records in accordance with Section 41 of the Act; and
- b) accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

S.R. Hayward
Mr S. Hayward

Independent examiner

235 Acre Lane, Kingsthorpe, Northampton, NN2 8DY

Date *16 April 2024*