

Registered Charity Number:

304409

**GIRLGUIDING NORTHAMPTON**

**TREFOIL HOUSE**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**OF THE MANAGEMENT COMMITTEE**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

GIRLGUIDING NORTHAMPTON

TREFOIL HOUSE

FINANCIAL STATEMENTS OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 DECEMBER 2024

---

Index	Page
Trustees	1
Report of the Management Committee	2
Statement of Financial Activities	3
Balance Sheet	4
Notes to the Accounts	5
Independent Examiner's Report	6

GIRLGUIDING NORTHAMPTON

TREFOIL HOUSE

FINANCIAL STATEMENTS OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 DECEMBER 2024

---

Trustees of Trefoil House, Northampton

Mrs H Hayward	Chairman
Amanda Ludlow	Northampton Nene Commissioner
Amanda Ludlow	Assistant Division Weston and Clare
Karen Clarke	Assistant Division Duston and Upton
Jennie Lewell	Assistant Division Duston and Upton
Claire Brock	Assistant Division Far Cotton and Hunsbury
Emma Wilson	Assistant Division Far Cotton and Hunsbury
Lynsey McIntosh	Northampton North Commissioner
Kate Chaplin	Eastfield District
Deborah Lodge	Eastfield District
Meryl Thomas	Kingsthorpe District
Sandy Lewis	Wantage District

## GIRLGUIDING NORTHAMPTON

## TREFOIL HOUSE

## MANAGEMENT COMMITTEE'S REPORT FOR THE YEAR ENDED 31 DECEMBER 2024

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.

The Committee have meet 3 times during the year to discuss what needs to happen with the shop and building and have we the finances to do it! The AGM was held in April 2024.

A sub committee was formed to keep the building fabric in order and for the safety of the building. A Fire Inspection has been carried out and recommendations taken on board, e.g.: new fire doors, and new fire extinguishers purchased. A Building Risk Assessment has been carried out. The WIFI has been upgraded. We were also pleased to install a smart screen in the upstairs meeting room. New windows to the front of the building where installed. The improvements made will hopefully allow more people to use the room going forward.

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!

Helen Hayward

The Management Committee, who are the representatives of Girlguiding Northampton, Trefoil House, held office during the period from 1 January 2011 to the date of this report unless otherwise stated:

Daphne Denton	President
Helen Hayward	Chairman
Madeliana Tinker	Secretary
Rosemary Reid	Treasurer
Val Tate	Depot Manageress
Amanda Ludlow	Northampton Nene Valley Commissioner
Lynsey McIntosh	Northampton North Commissioner
Rachael Reid	Shop Representative
Joanna Poole	Northampton Nene Valley Representative
Deborah Lodge	Northampton North Representative

## TREFOIL HOUSE

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

	2024		2023	
	£	£	£	£
<b>Incoming Resources</b>				
Sales		60,597.92		68,326.18
Less: Cost of Sales				
Stock at 1 Jan 2024	26,270.75		35,216.90	
Purchases	42,730.57		49,043.82	
	<u>69,001.32</u>		<u>84,260.72</u>	
Less: Stock at 31 Dec 2024	18,928.33		26,270.75	
		<u>50,072.99</u>		<u>57,989.97</u>
<b>Gross Profit</b>		<u>10,524.93</u>		<u>10,336.21</u>
Lettings		15.00		205.00
Bank and Building Society Interest		1,549.28		942.64
Sale of Cupboard		20.00		0.00
Donation		15.00		0.00
		<u>12,124.21</u>		<u>11,483.85</u>
<b>Resources Expended</b>				
	0.00		38.40	
Security costs	1,753.90		532.60	
Electricity	880.20		948.19	
Repairs and renewals	59.85		461.00	
Cleaning and Toiletries	22.00		0.00	
Telephone	595.14		536.69	
Card charges	497.22		281.59	
Water Rates	223.48		193.37	
Office Village- Maintenance fees	260.00		780.00	
Insurance	1,011.21		1,016.79	
Professional fees	600.00		0.00	
Accountancy	75.00		75.00	
Till and shop costs	1,634.00		1,086.68	
Vouchers given out	1,754.80		2,129.00	
Gifts	100.00		0.00	
Annual general meeting costs	65.00		25.00	
Depreciation	1,831.50		1,527.00	
<b>Total Resources Expended</b>		<u>11,363.30</u>		<u>9,631.31</u>
<b>Net Incoming Resources for the Year</b>		<u>760.91</u>		<u>1,852.54</u>

## TREFOIL HOUSE

## BALANCE SHEET FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	2024 £	2023 £
<b>Fixed Assets</b>	2		
Tangible Assets			
Trefoil House, Scirrocco Close		177,696.00	177,696.00
Property Improvements		27,946.00	22,469.00
Furniture and Equipment		3,322.00	2,659.00
		<u>208,964.00</u>	<u>202,824.00</u>
<b>Current Assets</b>			
Stock		18,928.33	26,270.75
Debtors		0.00	0.00
Cash at NatWest Bank		11,112.52	11,952.42
Cash at COIF Deposit Account		30,456.95	30,021.45
COIF Charities Deposit fund		21,243.49	20,129.71
Cash in Hand		40.00	100.00
Paypal		193.44	179.49
Prepayment- Service charge		520.00	0.00
		<u>82,494.73</u>	<u>88,653.82</u>
<b>Current Liabilities</b>			
Accruals		75.00	855.00
<b>Net Current Assets</b>		<u>82,419.73</u>	<u>87,798.82</u>
<b>Net Assets</b>		<u>291,383.73</u>	<u>290,622.82</u>
<b>Represented by:</b>			
<b>General Funds</b>			
At 1 January 2024		290,622.82	288,770.28
Net income for the year		760.91	1,852.54
At 31 December 2024		<u>291,383.73</u>	<u>290,622.82</u>

Approved by the management committee on  
and signed on its behalf by



Mrs Helen Hayward. Chairman

## 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.

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

Other assets	Furniture and Equipment £	Improvements to Property £	Total £
Cost			
At 1 January 2024	3,546.00	32,001.00	35,547.00
Additions	1,707.50	6,264.00	7,971.50
At 31 December 2024	<u>5,253.50</u>	<u>38,265.00</u>	<u>43,518.50</u>
Accumulated Depreciation			
At 1 January 2024	887.00	9,532.00	10,419.00
Charge for the Year	1,044.50	787.00	1,831.50
At 31 December 2024	<u>1,931.50</u>	<u>10,319.00</u>	<u>12,250.50</u>
Net Book Value			
At 31 December 2024	<u>3,322.00</u>	<u>27,946.00</u>	<u>31,268.00</u>
At 31 December 2023	<u>4,366.50</u>	<u>28,733.00</u>	<u>33,099.50</u>

TREFOIL HOUSE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GIRLGUIDING NORTHAMPTON  
FOR THE YEAR ENDED 31 DECEMBER 2024

---

I report on the accounts of the Trust for the year ended 31 December 2024, which are set out on pages 1 to 6.

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.

Nicky Smith



Dated:

31/3/2025