Queen Street Neighbourhood Resource Centre

Charity No. 1104088

Company No. 05012490

Trustees' Report and Unaudited Accounts

31 March 2019

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Queen Street Neighbourhood Resource Centre TRUSTEES ANNUAL REPORT

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the unaudited financial statements of the charity for the year ended 31 March 2019.

REFERENCE AND ADMINISTRATIVE DETAILS

Company No. 05012490

Charity No. 1104088

Principal Office

Queen Street Burton upon Trent Staffordshire DE14 3LW

Registered Office

Queen Street Burton upon Trent Staffordshire DE14 3LW

Directors and Trustees

The Directors of the charitable company are its Trustees for the purposes of charity law. The following Directors and Trustees served during the year:

- C. Birkett
- R. Buchan
- C.A. Chaudhry
- H. Hall
- S. Marbrow
- H. Warner
- B. Woodhead
- H. Woods

Accountants

Alexander Accountancy
12 Granary Wharf
Wetmore Road
Burton upon Trent
Staffordshire
DE14 1DU

Bankers

Unity Trust Bank Plc PO Box 1487 Stafford

Queen Street Neighbourhood Resource Centre TRUSTEES ANNUAL REPORT

ST16 3GJ

OBJECTIVES AND ACTIVITIES

Queen Street Neighbourhood Resource Centre (operating under the name of Queen Street Community Centre) aims to promote the benefit of the inhabitants of those areas known for administrative purposes as Anglesey Ward and that part of Burton Ward adjacent to Anglesey Ward but bounded by Station Street, Burton upon Trent (hereinafter called the area of benefit) without distinction of race, sex or of political, religious or other opinions.

Queen Street Community Centre pursues these aim by:

1. associating with the local authorities, voluntary associations and inhabitants in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants. 2. managing a Community Centre and maintaining, managing and co-operating with any local statutory authority in the maintenance and management of the above aims and objectives. 3. promoting any other charitable purpose in the area of benefit. Over the last year the Trustees have begun a review of the condition of the building in order to create a plan to align the facilities more closely with the changes in use over the last fifteen years. In the coming year, following continued pressure on finances from the general reductions in public spending, the Trustees intend to rely more on community volunteers while maintaining a core of paid staff.

The Trustees are responsible for keeping proper accounting records that 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 Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS 102).

Signed on behalf of the board

H. Warner

H. Warner

Trustee

17 October 2019

Queen Street Neighbourhood Resource Centre INDEPENDENT EXAMINERS REPORT

Independent Examiner's Report to the trustees of Queen Street Neighbourhood Resource Centre

I report to the charity trustees on my examination of the accounts of Queen Street Neighbourhood Resource Centre for the year ended 31 March 2019 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet and the related notes.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act.

Having satisfied myself that the accounts of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that:

- accounting records were not kept in accordance with section 386 of the 2006 Act; or
- · the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS 102).

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.

Wayne Penlington

FCCA

Alexander Accountancy

12 Granary Wharf

Wetmore Road

Burton upon Trent

Staffordshire

DE14 1DU

17 October 2019

Queen Street Neighbourhood Resource Centre STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31 March 2019

		Unrestricte d funds	Restricted funds	Total funds	Total funds
		2019	2019	2019	2018
	Notes	£	£	£	£
Income and endowments					
from:					
Donations and legacies	4	50	-	50	78
Charitable activities	5	52,227		52,227	54,962
Other	6	1,230	1,542	2,772	4,269
Total		53,507	1,542	55,049	59,309
Expenditure on:					
Charitable activities	7	768	1,193	1,961	4,578
Other	8	50,905	2,159	53,064	62,069
Total		51,673	3,352	55,025	66,647
Net gains on investments		-	-	-	-
Net income/(expenditure)	9	1,834	(1,810)	24	(7,338)
Net income/(expenditure) before other gains/(losses)		1,834	(1,810)	24	(7,338)
Other gains and losses:		*			· · · · · · · · · · · · · · · · · · ·
Net movement in funds		1,834	(1,810)	24	(7,338)
Reconciliation of funds:					
Total funds brought forward		16,900	3,283	20,183	27,521
Total funds carried forward		18,734	1,473	20,207	20,183

Queen Street Neighbourhood Resource Centre SUMMARY INCOME AND EXPENDITURE ACCOUNT

for the year ended 31 March 2019

	2019	2018
	£	£
Income	55,049	59,309
Gross income for the year	55,049	59,309
Expenditure	52,568	63,848
Depreciation and charges for		
impairment of fixed assets	2,457	2,799
Total expenditure for the year	55,025	66,647
Net income/(expenditure) before tax		
for the year	24	(7,338)
Net income /(expenditure)for the year	24	(7,338)

Queen Street Neighbourhood Resource Centre BALANCE SHEET

at 31 March 2019

Company No. 05012490	Notes	2019	2018
		£	£
Fixed assets			
Tangible assets	11	8,685	11,142
		8,685	11,142
Current assets			
Debtors	12	4,719	3,465
Cash at bank and in hand		9,647	10,767
		14,366	14,232
Creditors: Amount falling due within one year	13	(2,844)	(5,191)
Net current assets		11,522	9,041
Total assets less current liabilities		20,207	20,183
Net assets excluding pension asset or liability		20,207	20,183
Total net assets	_	20,207	20,183
The funds of the charity			
Restricted funds	14		
Restricted income funds		1,473	3,283
		1,473	3,283
Unrestricted funds	14		
General funds		18,734	16,900
		18,734	16,900
Reserves	14		
Total funds	_	20,207	20,183

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

For the year ended 31 March 2019 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on 17 October 2019

And signed on its behalf by:

C.A. Chaudhry H. Hall

Trustee

17 October 2019

for the year ended 31 March 2019

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

since last year and no	changes have been made to accounts for previous years.
Fund accounting	
Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.
Income	
Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
Income with related	Where income has related expenditure the income and related expenditure is

expenditure	reported gross in the SoFA.
Donations and	Voluntary income received by way of grants, donations and gifts is included in
legacies	the the SoFA when receivable and only when the Charity has unconditional
	entitlement to the income.
Tax reclaims on	Income from tax reclaims is included in the SoFA at the same time as the
donations and gifts	gift/donation to which it relates.
Donated services	These are only included in income (with an equivalent amount in

and facilities expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.

Volunteer help The value of any volunteer help received is not included in the accounts. Investment income This is included in the accounts when receivable.

Gains/(losses) on This includes any gain or loss resulting from revaluing investments to market

revaluation of fixed value at the end of the year. assets

Gains/(losses) on This includes any gain or loss on the sale of investments. investment assets

Expenditure

Recognition of expenditure

Expenditure is recognised on an accruals basis. Expenditure includes any VAT

which cannot be fully recovered, and is reported as part of the expenditure to

which it relates.

Expenditure on

These comprise the costs associated with attracting voluntary income,

raising funds

fundraising trading costs and investment management costs.

Expenditure on charitable activities

These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making

of grants and governance costs.

Grants payable

All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but

not yet paid.

Governance costs

These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity,

together with a share of other administration costs.

Other expenditure

These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Furniture, fittings and

equipment

7% to 30% Straight line

Freehold investment property

Investment properties are revalued annually and any surplus or deficit is dealt with throug the Statement of Financial Activities. No depreciation is provided in respect of investment properties. This treatment conflicts with the requirements of the Companies Act 2006 that all properties should be depreciated. The directors consider that, because these properties are not held for consumption, but for their investment potential it is necessary to adopt the requirements of the FRSSE in order to give a true and fair view.

Intangible fixed assets and amortisation

Intangible fixed assets (including purchased goodwill, patents and trademarks) are carried at cost less accumulated amortisation and impairment losses.

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Research and development

Expenditure on research and development is written off in the year in which it is incurred.

Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period. Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are are taken into account in arriving at net income/expenditure.

Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation. Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs. Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

2 Company status

The company is a private company limited by guarantee and consequently does not have share capital.

The company is a registered charity and is limited by guarantee.

3 Statement of Financial Activities - prior year

5 Statement of Financial Fledibles prior year	Unrestricted	Restricted	Total
	funds	funds	funds
	2018	2018	2018
	£	£	£
Income and endowments from:			
Donations and legacies	78	-	78
Charitable activities	412	2,500	2,912
Other trading activities	56,319	-	56,319
Total	56,809	2,500	59,309
Expenditure on:			
Raising funds	5,437	/-	5,437
Charitable activities	53,331	5,606	58,937
Other	2,273	-	2,273
Total	61,041	5,606	66,647
Net income	(4,232)	(3,106)	(7,338)
Net income before other gains/(losses)	(4,232)	(3,106)	(7,338)
Other gains and losses:			
Net movement in funds	(4,232)	(3,106)	(7,338)
Reconciliation of funds:			
Total funds brought forward	21,132	6,389	27,521
Total funds carried forward	16,900	3,283	20,183

4 Income from donations and legacies

			Unrestricted	Total	Total
				2019	2018
			£	£	£
	Donations		50	50	78
			50	50	78
5	Income from charitable activities				
-			Unrestricted	Total	Total
				2019	2018
			£	£	£
	Community space and services		52,227	52,227	54,962
			52,227	52,227	54,962
6	Other income				
		Unrestricted	Restricted	Total	Total
				2019	2018
		£	£	£	£
	WASP Syed	=	1,542	1,542	2,912
	Sundry income	1,230	-	1,230	1,357
		1,230	1,542	2,772	4,269
7	Expenditure on charitable activities				
		Unrestricted	Restricted	Total	Total
				2019	2018
		£	£	£	£
	Expenditure on charitable activities				
	Community space and services	768	1,193	1,961	4,578
	Governance costs				
		768	1,193	1,961	4,578

8 Other expenditure

		Unrestricted	Restricted	Total 2019	Total 2018
		£	£	£	£
	Employee costs	34,930	-	34,930	38,835
	Premises costs	8,819	1,542	10,361	14,845
	Amortisation, depreciation,				
	impairment, profit/loss on	1,840	617	2,457	2,799
	disposal of fixed assets				
	General administrative costs	4,608	-	4,608	4,870
	Legal and professional costs	708	19 <u>2</u>	708	720
		50,905	2,159	53,064	62,069
9	Net income/(expenditure) before transfers				
	dansiers		2019		2018
	This is stated after charging:		£		£
	Depreciation of owned fixed assets		2,457		2,799
	Independent Examiner's fee		690		678
10	Staff costs				
	Salaries and wages		34,930		38,735
			34,930		38,735

No employee received emoluments in excess of £60,000.

11 Tangible fixed assets

	Furniture, fittings and equipment	Total
	£	£
Cost or revaluation		
At 1 April 2018	57,654	57,654
At 31 March 2019	57,654	57,654
Depreciation and		
impairment		
At 1 April 2018	46,512	46,512
Depreciation charge for the	2,457	2,457
year	2,437	2,437
At 31 March 2019	48,969	48,969
Net book values		
At 31 March 2019	8,685	8,685
At 31 March 2018	11,142	11,142

12	De	bto	rs
		~	

12	Debtors		2019		2018
			£		£
	Trade debtors		4,413		3,033
	Prepayments and accrued income		306		432
			4,719	_	3,465
13	Creditors:				
	amounts falling due within one year				
			2019		2018
			£		£
	Trade creditors		1,206		2,564
	Accruals and deferred income		1,638	_	2,627
			2,844	_	5,191
14	Movement in funds				
			Incoming		
			resources	Resources	At 31
			(including	expended	March
		At 1 April	other	expended	2019
		2018	gains/losses)		
			£	£	£
	Restricted funds:				
	Restricted income funds:				
	Capital equipment	1,609	-	(617)	992
	Gardening project	203	7	(38)	165
	Wasp Syed	-	1,542	(1,542)	-
	The Gang Grant	1,471	-	(1,155)	316
	Total	3,283	1,542	(3,352)	1,473
	Unrestricted funds:				
	General funds	16,900	53,507	(51,673)	18,734
	Revaluation Reserves:				
	Total funds	20,183	55,049	(55,025)	20,207
	. Star Initial			1-2/2-2/	

Purposes and restrictions in relation to the funds:

Restricted funds:

Capital equipment

Capital equipment purchase

Gardening project

Centre garden

Wasp Syed

Computer equipment

The Gang Grant

Computer equipment

15 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	
	£	£	£	
Fixed assets	7,609	1,076	8,685	
Net current assets	11,522	-	11,522	
	19,131	1,076	20,207	

16 Related party disclosures

Controlling party

The company is limited by guarantee and has no share capital; thus no single party controls the company.

Queen Street Neighbourhood Resource Centre DETAILED STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31 March 2019

	Unrestricte d funds 2019	Restricted funds 2019	Total funds 2019	Total funds 2018
	£	£	£	£
Income and endowments from:				
Donations and legacies				
Donations	50	-	50	78
	50	-	50	78
Charitable activities				
Community space and services	52,227	-	52,227	54,962
	52,227	0-	52,227	54,962
Other	-		-	
WASP Syed		1,542	1,542	2,912
Sundry income	1,230		1,230	1,357
Sullary income	1,230	1,542	2,772	4,269
Total income and endowments	53,507	1,542	55,049	59,309
Expenditure on: Charitable activities				
Community space and services	768	1,193	1,961	4,578
Community space and services	768	1,193	1,961	4,578
—				
Total of expenditure on charitable	768	1,193	1,961	4,578
activities				
Employee costs	0.4.000		24.020	20 725
Salaries/wages	34,930	-	34,930	38,735 100
Staff recruitment	- 34.030		34,930	38,835
	34,930		34,930	30,033
Premises costs	1,022		1,022	983
Rates	5,628		5,628	6,885
Light, heat and power Premises cleaning	2,433		2,433	2,815
Premises repairs and				
maintenance	(264)	1,542	1,278	4,162
mantenance	8,819	1,542	10,361	14,845
General administrative costs,				
including depreciation and				
amortisation				
Depreciation of Furniture, fittings				2 700
and equipment	1,840	617	2,457	2,799
General insurances	1,608		1,608	1,566
Information and publications	609	-	609	441
Stationery and printing	565	-	565	500
Sundry expenses	765	-	765	372

Queen Street Neighbourhood Resource Centre DETAILED STATEMENT OF FINANCIAL ACTIVITIES

Telephone, fax and broadband	1,061	14	1,061	1,991
	6,448	617	7,065	7,669
Legal and professional costs		700		
Accountancy and bookkeeping	708	2	708	720
	708	-	708	720
Total of expenditure of other costs	50,905	2,159	53,064	62,069
Total expenditure	51,673	3,352	55,025	66,647
Net gains on investments	- <u> </u>	-		
Net income/(expenditure)	1,834	(1,810)	24	(7,338)
Net income/(expenditure) before other gains/(losses)	1,834	(1,810)	24	(7,338)
Other Gains			-	-
Net movement in funds	1,834	(1,810)	24	(7,338)