

# **TOGETHER SENSE**

FINANCIAL ACCOUNTS  
FOR  
YEAR ENDING  
**31 MARCH 2020**

Registered charity  
No 1135563

**CHARITY  
INFORMATION**

**TRUSTEES:**

Mrs Elsie SEMAKULA	Chairman
Miss Aurelie Kwetchet Nkuissu	Treasurer
Mr Kingsley ADDo-Quaye	Secretary
Mrs Clarisse Tchatchou	Complaint & Regulatory Officer

**REGISTERED  
ADDRESS:**

1 RITTER STREET  
  
Woolwich  
London  
SE18 4DT

**INDEPENDENT  
EXAMINER:**

Community account services  
  
Mrs Clarisse Tchatchou  
  
Complaint & Regulatory Officer

**BANKER:**

**CHARITY NO:** 1135563

# **STRUCTURE, GOVERNANCE AND MANAGEMENT**

## **Governing Document**

The TOGETHER SENSE is registered charity organisation.

## **Appointment of trustees**

As set out in the Constitution trustees are elected annually by the members of the charitable charity attending the Annual General Meeting.

## **Organisation**

The board of Trustees members administers the charity. The board meets quarterly, and there are sub-committee covering Finance, Project development & management, and Capacity building.

The director has delegated authority, within terms of delegations approved by the trustees, for operational matters including Finance, Employments and projects directions.

## **Related Parties**

TOGETHER SENSE has no related parties

## **Risk Management**

The Trustees have a risk management strategy, which comprises the following areas:

An Annual review of the risks the charity may face

The establishment of systems and procedures to mitigate those risks identified in the plan.

And the Implementations of such procedures designed to minimise any potential impact on the charity should those risks materialise.

This work has identified only a few minor risks but it has resulted in better emergency procedures and contingency plans and has given the impetus for better planning. Particular attention has focus on Financial risks arising from, fundraising strategy and lack of adequate resources. There also another key element in the management of financial risk is the setting of a reserves policy and its regular review by Trustees.

## **Aims & Objectives**

- (A) To promote the benefit member of disadvantaged communities particularly London without distinction of sex, sexual orientation, nationality, age, disability, race or of political, religious or other opinions, by associating them together and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving their conditions of life
- (B) To establish, or secure the establishment, of a Community Centre (hereinafter called "the Centre") and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objects;
- (C) To promote such other charitable purposes as may from time to time be determined.

## **Structure, Governance and Management**

The TOGETHER SENSE is a Charity. It is governed by a constitution in order to achieve community needs. A management committee composed by 5 trustees is responsible for running the organisation. They meet once every six week to determine the affairs of the charity.

## **STATEMENT OF TRUSTEES RESPONSIBILITIES**

Charity law requires the trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. 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 accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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 charity law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed and approved on behalf of the trustees

Mrs Elsie SEMAKULA  
Chairperson

Date: 22/05/2020

## **MANAGEMENT COMMITTEES CERTIFICATE OF APPROVAL OF THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020**

We certify that the annexed accounts are in accordance with the records, information and explanations supplied by us as management committee members and have our approval.

For the year ended 31<sup>st</sup> March 2020, the organisation was entitled to exemption from the audit under section 43 (2) of the charity Act 1993.

We acknowledge our responsibilities as Management Committee for:

- (i) Ensuring the organisation kept accounting records
- (ii) Prepare the accounts which give a true and fair view of the state of affairs of the organisations as at the end of the financial year, and its receipts and payments accounts for the financial year in accordance with the requirement of the charities Act 1993.

Signed by order of the management committee

Miss Aurelie Kwetchet Nkuissu  
Treasurer

Date: 22/05/2020

**INDEPENDENT EXAMINER'S REPORT TO THE  
MANAGEMENT  
COMMITTEE ON THE ACCOUNTS FOR THE YEAR  
ENDED 31 MARCH 2020**

I report on the accounts of the TOGETHER SENSE for the period ended 31<sup>st</sup> March 2020 which is set out on the foregoing pages.

**Respective responsibilities of trustees and independent examiners:**

As described in the Statement of Trustees responsibilities, the Charity's Trustees are responsible for the preparation of the financial statements for the year ended 31<sup>st</sup> March 2020 in accordance with applicable law and United Kingdom Standards (United Kingdom accepted Accounting Practice)

It is our responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commission under S43 (7) of the Act whether particular matters have come to my attention.

**Basis of Independent examiners report**

In accordance with the instructions given to us, we have examined the annexed accounts from the information and explanations supplied to us by the management committee members and confirm that the figures are in agreement therewith.

Our examination includes a review of the accounting procedures and the considerations of any unusual items or disclosures in the accounts.

**Independent examiners unqualified statement**

Based on the results of our examination, we are of the opinion that the organisation has:

- Kept accounting records in accordance with section 41 of the Charities Act 1993.
- Prepared accounts which accord with the accounting records and comply with the accounting requirement the Charities Act 1993.

**Community accounting services**

Tchatchou Clarisse  
Officer of Charity Regulation  
London, E7 6PL

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE  
YEAR ENDED 31<sup>st</sup> MARCH 2020**

	Note	Unrestricted Funds	Restricted Funds	Total Funds
		£	£	£
				March 2020
<b>Incoming resources</b>		£	£	£
<b>Incoming resources from generated funds:</b>				
Grants	2	0	13,695.90	13,695.90
Donations and contributions		25,565.69	-	25,565.69
Earned income	3	2,478.30	-	2,478.30
<b>Total Incoming Resources</b>		<u>28,043.99</u>	<u>13,695.90</u>	<u>41,739.89</u>
			<b>0</b>	<b>0</b>
<b>Resources Expanded</b>				
Charitable Activities	4	26,915.31	14,538.86	41,454.17
<b>Total Resources Expanded</b>		<u>26,915.31</u>	<u>14,538.86</u>	<u>41,454.17</u>
		<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Income</b>		-	-	-
Gross transfers between funds		<u>1,128.68</u>	<u>-842.96</u>	<u>285.72</u>
<b>Reconciliation of funds :</b>				
Total funds brought forward		<b>7,483.26</b>	<b>-1,797.55</b>	<b>5,685.71</b>
<b>Total funds Carried forward</b>		<u>8,611.94</u>	<u>-2,640.51</u>	<u>5,971.43</u>
				<b>0</b>

The charity has no recognised gain or deficits other than gain for the current year.

## BALANCE SHEET AS AT 31<sup>st</sup> MARCH 2020

	Note	Total March 2020
<b>Fixed Assets</b>		<b>£</b>
Tangible Assets		3,931.82
<b>Currents Assets</b>		
Debtors		
Prepayments & Accrued Income		
Cash at Bank and in hand		<b>5,150.28</b>
<b>Current Liabilities</b>		
Creditors falling due within one year	5	902.18
Accruals and Deferred Income		-
<b>Net Current Assets</b>		<b>4,248.1</b>
<b>Net Assets</b>		<b>8,179.92</b>
Fund balances at 1 April 2020		<b>5,150.28</b>
<b>Net Income for the Year</b>		
Restricted Income funds		13,695.90
Unrestricted Income funds:		28,043.99
Funds brought forward		5,685.71
<b>Total Charity Funds</b>		<b><u>47,425.60</u></b>

The charity is entitled to exemption from audit under section 43(2) of the Charity Act 1993.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with the Companies Act 1985 and preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of financial year ending 31<sup>st</sup> March 2020.

Signed and approved on behalf of the Committee on:

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Mrs Elsie SEMAKULA  
Chairperson



## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2020.**

### **1. ACCOUNTING POLICIES:**

The charity's accounting policies are as follows:-

#### **(a) Basis of preparation**

The financial statements have been prepared under the historic cost convention, with the exception of investment, which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005) issued in March 2005, applicable UK Accounting Standards and the Companies Act 1985. The principal accounting policies adopted in the preparation of the financial statements are set out below.

#### **(b) Incoming Resources**

Voluntary Incoming including donations, and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipts and the amount can be measured with sufficient reliability. Such income is only deferred when:

The Donor specified that the grant or donation must only be used in future accounting periods; or

The donor has imposed donations, which must be met before the charity has unconditional entitlement.

Income from commercial trading activities (such as provision of interpreting and translation services) is recognised as earned (as the related goods and services are provided)

#### **(c) Volunteering and donated services and facilities**

The value of services provided by volunteering in not these financial statements. Further details of the contribution made by volunteers can be found in the trustees' annual report.

Where services are provided to the charity as a donation that would normally be purchased from our suppliers, this contribution is included in the financial statements of the charity.

#### **(d) Resources expended**

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods or services are supplied. Other grant payments are recognised when a constructive obligation arises that result in the payment being unavoidable.

Charitable activities including expenditure associated with the activities are included the direct costs and support costs relating to these activities.

Governance Costs include those incurred in the governance of the charity and its assets and the primarily associated with constitutional and statutory requirements. These are no Costs associated with the Governance through out the year.

Support costs include central functions and have been allocated to activity cost categorised on a basis consistent with the use of resources, e.g. allocating property costs by the floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**(e) Irrecoverable VAT**

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category or resources expended for which it was incurred: TOGETHER SENSE is not VAT register so can not recover any VAT incurred.

**(f) Tangible Fixed Assets**

Fixed Assets are classified as Computers, Office Equipments, Fixture and Fittings, The Charity recognised all Fixed Assets with any individual price and categorised in the Balance Sheet as follows:

Plant & Machinery, Fixture & Fitting, Computer equipment

**(g) Funds structure**

The Trusts has its main grants as **restricted income** funds to account for situations where a donor requires that a donation must be spent on a particular purpose or where funds have been raised for a specific purpose.

Other funds are classified as **unrestricted Income** funds. The Trustees intend to use part of the unrestricted funds for the development of the Charity to expanded and advance its services.

**(h) Pensions**

Employees of the charity are entitled to join the County Pension Scheme, but at the present time there is no employee volunteer to take any Pension Scheme.

**(i) Restricted Funds**

Restricted funds are to be used for specified purposes as lay down by the funder. Direct and support expenditure, which meets these criteria, is identified to the fund together with a fair allocation of other costs.

**(j) Unrestricted Funds**

Unrestricted funds are funds received which have no restrictions placed in their use and are available as general funds.

**(k) Designated Funds**

Designated funds are unrestricted funds earmarked by the committee of management for particular purposes.

**(l) Revenue Income**

Revenue grants are credited to incoming resources on the earlier of when they are received or when they are due.

**(m) Allocation Costs**

Costs are allocated directly to projects where they can be identified as relating solely to that project. Other costs are allocated between the funds based on staff time spent on the fund activities or other appropriate criteria.

## 2 Grants & Donations

	Unrestricted Funds £	Restricted Funds £	March 2020 £
London Borough CD	-	13,695.90	13,695.90
Donations & contributions	25,565.69	-	25,565.69
<b>Totals</b>	<b>25,565.69</b>	<b>13,695.90</b>	<b>39,261.59</b>

## 3 Earned income

	Unrestricted Funds £	Restricted Funds £	March 2019 £
Fundraising income	2,478.30	-	2,478.30
<b>Totals</b>	<b>2,478.30</b>	<b>-</b>	<b>2,478.30</b>

## 4 Direct & Support Expenditure:

	Unrestricted £	Restricted £	March 2020 £
Salary/ Tutors fees	5997,208	6205,8629	12203,0714
Rent/Rates/Light/Heating	3167,962	1049,5951	4217,55
Travel/Transport	327,025	355,62	682,6493
Telephone/Fax	1871,387	246,15	2117,53
Stationery/printing/postage	859,93	76,91	936,84
Workshops/Youth & Children events/ sport	2716,1201	4188,61	6904,73
Refreshments	940,134	571,77	1511,91
Publicity/ promotion	2335,91	216,16	2552,0784
Volunteer Expenses	2862,5496	275,43	3137,989
Indemnity/insurance	885,55	202,21	1087,762
Professional fees	1989,4296	557,823	2547,2634
Membership and subscription Fees	501,848	-	501,8407
Volunteers Training	1728.069	592,70	2320,7658
Miscellaneous Expenses	732,1582	-	732,1582
<b>Resources Expended</b>	<b>26915,28</b>	<b>14538,84</b>	<b>41454,12</b>
		<b>0</b>	