



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1/10/2018 To 30/9/2019

Charity name: The Signal Box

Charity registration number: 1163454

Objectives and Activities

To further or benefit the residents of the Newtown district in Cambridge city, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort of improving the conditions of life for the residents.

The objectives and activities are all designed for the public benefit as set out in the guidance issued by the charity commission.

Achievements and Performance

The Signal Box had another thriving year, with little change from the previous year in terms of its focus and management. Three broad areas of general achievement are of particular importance.

Firstly, there has been a wide range of regular groups and activities using the two rooms, including activities for all ages, involving music, dance, arts, sports, health and much more. All of these activities were held on a weekly basis throughout the year with good attendance.

Secondly, the Signal Box has made a concerted effort to host a range of community events and activities, all run on a donation basis, with emphasis on providing a hub for the whole community, while providing additional support for activities for children, young people and vulnerable or isolated local residents.

Thirdly, children's birthday and Christmas parties remain particularly popular. There is always positive feedback from parents about how good the venue is for parties.

Financial Review

Essentially, all the finances needed to run the Signal Box are generated from room hiring. In the current year, we were particularly grateful for a grant of £322 from Cambridge City Council to support Christmas events for children and parents.

It is the policy of the Signal Box to hold reserves of £15,000 to manage cash flow and to provide for emergencies.

The Signal Box generated a surplus of £4,459 for the reporting year, such that funds of £4,715 in excess of the minimum reserve were held at the year end. This small excess provides the charity with the cash needed for painting, decorating and other maintenance work planned for early 2020.

Structure, Governance and Management

The Signal Box is a registered Charity and its constitution is that of a Charitable Incorporated Organisation.

The Trustees meet several times a year to oversee the governance and management of the charity. Four part-time employees deal with the day-to-day operations.



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Signal Box CIO

1163454

Receipts and payments accounts

CC16a

| | | | |
|---------------------|---------------------------------|----|-------------------------------|
| For the period from | Period start date 01/10/2018 | To | Period end date 30/09/2019 |
|---------------------|---------------------------------|----|-------------------------------|

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 to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Grants | - | 322 | - | 322 | 750 |
| Donations | 83 | - | - | 83 | 2,992 |
| Lettings | 21,847 | - | - | 21,847 | 17,050 |
| Other | - | - | - | - | - |
| <i>Sub total (Gross income for AR)</i> | 21,930 | 322 | - | 22,252 | 20,792 |
| A2 Asset and investment sales, (see table). | | | | | |
| <i>Sub total</i> | - | - | - | - | - |
| Total receipts | 21,930 | 322 | - | 22,252 | 20,792 |
| A3 Payments | | | | | |
| Rent & Rates | 337 | - | - | 337 | 1,247 |
| Centre Running Cost | 4,394 | - | - | 4,394 | 3,172 |
| Staff | 10,337 | - | - | 10,337 | 10,457 |
| Office & Administration | 1,856 | 322 | - | 2,178 | 2,790 |
| Community Development | 298 | - | - | 298 | - |
| Other | 249 | - | - | 249 | - |
| <i>Sub total</i> | 17,471 | 322 | - | 17,793 | 17,666 |
| A4 Asset and investment purchases. (see table) | | | | | |
| <i>Sub total</i> | - | - | - | - | - |
| Total payments | 17,471 | 322 | - | 17,793 | 17,666 |
| Net of receipts/(payments) | 4,459 | - | - | 4,459 | 3,126 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 15,256 | - | - | 15,256 | 12,130 |
| Cash funds this year end | 19,715 | - | - | 19,715 | 15,256 |

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

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|--|--|--------------------------------------|-------------------------------------|
| B1 Cash funds | Bank | 19,715 | - | - |
| | | | - | - |
| | Total cash funds | 19,715 | - | - |
| | (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 £ |
| | Deposit held by payroll provider | 1,050 | - | - |
| | | | - | - |
| 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) |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |

Note to accounts

The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.

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

| Signature | Print Name | Date of approval |
|-----------|------------|------------------|
| | | |
| | | |