

Whickham Hermitage Community Garden Limited
Company Limited by Guarantee
Unaudited Financial Statements
31 December 2019

JFS TORBITT

Chartered Certified Accountants
58 Durham Road
Birtley
Co Durham
DH3 2QJ

Whickham Hermitage Community Garden Limited

Company Limited by Guarantee

Financial Statements

Year ended 31 December 2019

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Whickham Hermitage Community Garden Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 December 2019

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 December 2019.

Reference and administrative details

Registered charity name	Whickham Hermitage Community Garden Limited
Charity registration number	1145378
Company registration number	07834721
Principal office and registered office	27 Foxhills Covert Whickham Newcastle upon Tyne NE16 5TN

The trustees

C W Mears
G R Haley
D Peacock
I Watson
J Gibbon

Company secretary	S Peacock	(Deceased 4 March 2020)
	C W Mears	(Appointed 4 March 2020)

Accountants	JFS Torbitt Chartered Certified Accountants 58 Durham Road Birtley Co Durham DH3 2QJ
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Structure, governance and management

This charity is constituted as a company limited by guarantee and with charitable status. It is governed by its memorandum and articles of association and was thus formed in November 11. The company has five directors and a secretary. It is also supported by over 20 volunteer workers with variable involvement.

Apart from statutory requirements, no formal training is given to the directors as they are recruited with the skills required for their various functions.

The directors and volunteers meet on a regular basis when policy decisions are made, and day to day matters are discussed and ratified.

Whickham Hermitage Community Garden Limited

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 December 2019

Objectives and activities

The charity runs a community cafe in Whickham near Newcastle upon Tyne. The volunteers have rescued what was a ruinous garden and turned it into a place of beauty and tranquility open to the public 360 days a year.

The initial objective was to renovate the garden. This has been achieved.

The second objective was to establish a source of income to ensure the garden's survival. This is ongoing.

Strategic report

The following sections for achievements and performance and financial review form the strategic report of the charity.

Financial review

The incoming resources were £28,719 and the outgoing resources were £22,027 leaving a profit to reserves of £6,692.

Plans for future periods

Investment Policy

The charity has a strict policy of obtaining required funds before embarking on any major projects, consequently it does not incur debt.

Public Benefit

We have taken due regard to the guidance on public benefit published by the Charities Commission.

Small companies' provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small company's exemption.

The trustees' annual report and the strategic report were approved on 20 April 2020 and signed on behalf of the board of trustees by:

C W Mears
Charity Secretary

Whickham Hermitage Community Garden Limited

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Whickham Hermitage Community Garden Limited

Year ended 31 December 2019

I report on the financial statements for the year ended 31 December 2019, which comprise the statement of financial activities (including income and expenditure account), statement of financial position and the related notes.

Respective responsibilities of trustees and examiner

Enter text here to override the entire text under the sub-heading 'Respective responsibilities of trustees and examiner' The trustees are also the directors of the company for the purposes of company law are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants (ACCA).

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Whickham Hermitage Community Garden Limited

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Independent Examiner's Report to the Trustees of Whickham Hermitage Community Garden Limited *(continued)*

Year ended 31 December 2019

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities
- have not been met, or

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

Jane Freeman

FCCA

Independent examiner

58 Durham Road

Birtley

Co Durham

DH3 2QJ

Whickham Hermitage Community Garden Limited

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

31 December 2019

		2019		2018
		Unrestricted	Total funds	Total funds
	Note	funds		
		£	£	£
Income				
Donations and Gift Aid		21,759	21,759	13,179
Total income		<u>21,759</u>	<u>21,759</u>	<u>13,179</u>
Expenditure				
Expenditure on raising funds:				
Deficit in Cafe		14,945	14,945	14,485
Equipment cost		-	-	400
Other costs		122	122	155
Total expenditure		<u>15,067</u>	<u>15,067</u>	<u>15,040</u>
Net income/(expenditure) and net movement in funds		<u>6,692</u>	<u>6,692</u>	<u>(1,861)</u>
Reconciliation of funds				
Total funds brought forward		15,015	15,015	16,876
Total funds carried forward		<u>21,707</u>	<u>21,707</u>	<u>15,015</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 7 to 11 form part of these financial statements.

Whickham Hermitage Community Garden Limited

Company Limited by Guarantee

Statement of Financial Position

31 December 2019

		2019 £	2018 £
Current assets			
Stocks	7	150	150
Debtors	8	505	505
Cash at bank and in hand		21,052	14,360
		<u>21,707</u>	<u>15,015</u>
Net current assets		<u>21,707</u>	<u>15,015</u>
Total assets less current liabilities		<u>21,707</u>	<u>15,015</u>
Funds of the charity			
Unrestricted funds		21,707	15,015
Total charity funds	9	<u>21,707</u>	<u>15,015</u>

For the year ending 31 December 2019 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 20 April 2020, and are signed on behalf of the board by:

D Peacock
Director

The notes on pages 7 to 11 form part of these financial statements.

Whickham Hermitage Community Garden Limited

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 December 2019

1. General information

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 27 Foxhills Covert, Whickham, Newcastle upon Tyne, NE16 5TN.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102. As such, advantage has been taken of the following disclosure exemptions available under paragraph 1.12 of FRS 102:

- (a) No cash flow statement has been presented for the company.
- (b) Disclosures in respect of financial instruments have not been presented.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Whickham Hermitage Community Garden Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 December 2019

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stock to its present location and condition.

Whickham Hermitage Community Garden Limited

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Notes to the Financial Statements *(continued)*

Year ended 31 December 2019

3. Accounting policies *(continued)*

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

4. Limited by guarantee

Whickham Hermitage Community Garden Ltd is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £10 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

5. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2019	2018
	£	£
Wages and salaries	<u>7,280</u>	<u>7,280</u>

The average head count of employees during the year was 1 (2018: 1).

No employee received employee benefits of more than £60,000 during the year (2018: Nil).

6. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

Whickham Hermitage Community Garden Limited

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Notes to the Financial Statements *(continued)*

Year ended 31 December 2019

7. Stocks

	2019 £	2018 £
Raw materials and consumables	<u>150</u>	<u>150</u>

8. Debtors

	2019 £	2018 £
Prepayments and accrued income	<u>505</u>	<u>505</u>

9. Analysis of charitable funds

Unrestricted funds

	At 1 January 2019 £	Income £	Expenditure £	At 31 December 2019 £
General funds	<u>15,015</u>	<u>28,719</u>	<u>(22,027)</u>	<u>21,707</u>

10. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2019 £
Current assets	<u>21,707</u>	<u>21,707</u>

Whickham Hermitage Community Garden Limited

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Management Information

Year ended 31 December 2019

The following pages do not form part of the financial statements.

Whickham Hermitage Community Garden Limited

Company Limited by Guarantee

Detailed Statement of Financial Activities

31 December 2019

	2019 £	2018 £
Income		
Donations	20,874	12,243
Fundraising	489	-
Gift Aid	396	936
Coffee shop sales	6,960	6,991
Total income	<u>28,719</u>	<u>20,170</u>
 Cost of sales		
Coffee shop purchases	8,887	7,974
Coffee shop wages	7,280	7,280
	<u>16,167</u>	<u>15,254</u>
Gross profit	<u>12,552</u>	<u>4,916</u>
 Expenditure		
Equipment costs	-	400
Water	61	70
Light and heat	1,907	2,019
Maintenance	783	1,353
Insurance	758	803
Travelling	1,660	880
Telephone	592	732
Sundry	61	85
Cleaning	38	435
	<u>5,860</u>	<u>6,777</u>
 Net income/(expenditure)	<u>6,692</u>	<u>(1,861)</u>
