

**CLUB SODA**  
**Report of the Trustees and**  
**UNAUDITED**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 March 2020**

# **CLUB SODA**

Company number CE017361

Registered Charity Number: **1183211**

## **Trustees**

Holly Eidana Keane

Joe Paul Henry Bowen

Lorraine Ann Michelle O'Shaunessey

Sedley Wilson

Terry Andrew Smith

Yasmin Louise Clark

## **Registered Address:**

TURF PROJECTS  
UNIT 39-40  
CENTRALE  
KEELEY ROAD  
CROYDON  
CR0 1TF

## **Independent Examiner:**

Chartres Limited  
31 Moor Park Road,  
Hereford,  
England, HR4 0RR

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## Trustees Report:

### Activities:

Club Soda works with people who have learning disabilities and Autism. They deliver workshops in music making and DJing and produces live events which showcase the talents of members and other artists with learning disabilities and Autism. Gig Buddies Croydon is a project run by Club Soda that aims to make makes music and night-time entertainment accessible to people with learning disabilities.

### Objectives:

Club Soda works with people who have learning disabilities and Autism. They deliver workshops in music and DJing and produces live events which showcase the Talents of members and other Artists with learning disabilities and Autism. Gig Buddies Croydon is a project run by Club Soda that aims to make music and night-time entertainment accessible to people with learning disabilities.

The Objects of the CIO (The "Objects) are, for the Public benefit:

3:1 To promote social inclusion among people who have a learning disability or related physical or mental impairment, who are otherwise socially excluded from society or parts of society including as a result of their disability, but not exclusively, by:

A. Providing educational projects, Training, materials, facilities and opportunities to enable those persons and their carers to participate in the performing and visual arts; and

B. Raising public awareness of the skills and capabilities of those persons, and encouraging and facilitating inclusive participation in the performing and Visual Arts;

## Financial Review

### a. Going Concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt a going concern basis in preparing the financial statements. Further details regarding the going concern basis can be found in the Accounting policies.

### b. Reserves policy

Reserves comprise of £51,381 of Restricted Funds and £5,454 of Unrestricted Funds. It is the policy of the charity to keep a minimum of £16,510 in reserves in case the charity is forced to close. This sum represents the grand total of 2 month's salary for all staff working for the charity.

### c. Current Year Results

The total Income for the year was £128,542. Consisting of £12,978 Unrestricted and £115,563 Restricted.

The total Expenses for the year were £71,706. Consisting of £7,524 Unrestricted funds and £64,182 Restricted Funds.

## Structure, Governance and management

### a. Constitution

The company registered as a Charitable Incorporated Organisation with registered charity number 1183211

### b. Method of appointment or election of Trustees.

Apart from the first charity trustees, every trustee must be appointed for a term of 3 years by a resolution passed at a properly convened meeting of the charity trustees.

In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

c. Organisational Structure and decision making

The Chair of the board continues to successfully lead the company.

d. Risk Management

The Trustees have assessed the major risks to which the company is exposed, in particular those related to the operations and finances of the company and are satisfied that systems and procedures are in place to mitigate all exposure to the major risks.

### Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

Company law requires trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

No Funds are held by a custodian Trustee

This report was approved by the Trustees on 15/09/2020 and signed on their behalf by

A handwritten signature in black ink, appearing to read 'TA Smith', is written over a horizontal line.

Chair \_\_\_\_\_

**Independent Examiner's Report to the Trustees of Club Soda for the year ended 31<sup>st</sup> March 2020**

I report on the charity trustees on my examination of the accounts of the Company for the year ended 31<sup>st</sup> March 2020

**Responsibilities and basis of report**

As the charity's trustees of the Company (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 Company 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 confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or

2. the accounts do not accord with those records; or

3. the accounts do not comply with the accounting requirements of 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

4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102)

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.

A handwritten signature in black ink, appearing to read 'Jon Chartres', with a large, stylized initial 'J'.

31 Moor Park Road, Hereford, England, HR4 0RR



## Statement of Financial Activities for the year ended 31<sup>st</sup> March 2020

	Note	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
Income from:					
Donations and Legacies					
Grants Received - Restricted	2	-	115,563	115,563	
Memorship fees		4,896	-	4,896	-
Donations		2,582	-	2,582	-
Donations - Restricted		-	-	-	-
Fees income from School - Restricted		-	-	-	-
Charitable Activities	3	4,930	-	4,930	-
Other Trading Activities	4	571	-	571	-
Investments		-	-	-	-
Total Income		12,978	115,563	128,542	-
Expenditure on:	5	-7,524	-64,182	-71,706	
Charitable Activities					
Total Expenditure		-7,524	-64,182	-71,706	-
Net Income		5,454	51,381	56,836	-
Transfers between Funds		-	-	-	-
Net movement in Funds		5,454	51,381	56,836	-
Fund Balance at 31st March 2019		-	-	-	
Fund Balance at 31st March 2020		5,454	51,381	56,836	-

All disclosures relate only to continuing operations.

There are no recognised gains or losses other than the net incoming resources for the year

## Balance Sheet as at 31<sup>st</sup> March 2020

	2020		2019	
	£	£	£	£
<b>Fixed Assets</b>				
Tangible Assets		-		-
<b>CURRENT ASSETS</b>				
Debtors		-		-
Cash on Short Term Deposit at Bank	56,836		-	
	<u>56,836</u>		<u>-</u>	
<b>Creditors:</b> Amounts falling due within one year		-		-
	<u>-</u>		<u>-</u>	
<b>NET CURRENT ASSETS</b>				
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		56,836		-
		<u>56,836</u>		<u>-</u>
Provisions for Liabilities		-		-
<b>TOTAL NET ASSETS</b>		<u>56,835</u>		<u>-</u>
<b>Charity Funds</b>				
Restricted Funds		51,381		
Unrestricted Funds		5,454		-
<b>TOTAL FUNDS</b>		<u>56,836</u>		<u>-</u>

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

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

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

The Financial Statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Financial Statements were approved by the Trustees and authorised for issue on 15/09/2020 and were signed on their behalf by

TA Smith

Chair \_\_\_\_\_

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2020

## 1. ACCOUNTING POLICIES

### Company information

Club Soda is a private company limited by guarantee incorporated in England and Wales.

The registered office is TURF PROJECTS ,UNIT 39-40, CENTRALE,KEELEY ROAD,CROYDON, CR0 1TF

### 1.1 Accounting convention

#### Basis of Preparation

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), published in September 2015. The Charitable Company is a public benefit entity for the purposes of FRS 102 and therefore the charity also prepared its financial statements in accordance with 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 (The FRS 102 Charities SORP), the Companies Act 2006 and the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest pound.

### 1.2 Going Concern Basis

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you were:

- The Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### 1.3 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

#### 1.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Support costs are allocated on a percentage basis as detailed in note 8.

#### 1.5 Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

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

#### 1.7 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### 1.8 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation,

#### 1.9 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

#### 1.10 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

## 2. Income from donations and legacies

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2020	2020	2020	2019
	£	£	£	£
Grants Received - Restricted	-	115,563	115,563	-
Membership fees	4,896	-	4,896	-
<b>Total Grants</b>	<b>4,896</b>	<b>115,563</b>	<b>120,459</b>	<b>-</b>
Donations	2,582	-	2,582	-
Donations - Restricted	-	-	-	-
<b>Total Donations</b>	<b>2,582</b>	<b>-</b>	<b>2,582</b>	<b>-</b>
<b>Total Donations and Legacies</b>	<b>7,478</b>	<b>115,563</b>	<b>123,041</b>	<b>-</b>
<b>Total 2018</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## 3. Income from Charitable Activities

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2020	2020	2020	2019
	£	£	£	£
Charitable Activities	4,930	-	4,930	-
<b>Total</b>	<b>4,930</b>	<b>-</b>	<b>4,930</b>	<b>-</b>

## 4. Income from other Trading Activities

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2020	2020	2020	2019
	£	£	£	£
Other Trading Activities	571	-	571	-
<b>Total</b>	<b>571</b>	<b>-</b>	<b>571</b>	<b>-</b>

5. Analysis of Expenditure on Charitable activities

	<b>Unrestricted Funds 2020 £</b>	<b>Restricted Funds 2020 £</b>	<b>Total Funds 2020 £</b>	<b>Total Funds 2019 £</b>
Production	-	64,182	64,182	-
Administration	7,524	-	7,524	-
	<u>7,524</u>	<u>64,182</u>	<u>71,706</u>	<u>-</u>

6. Direct Costs

	<b>Production £</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>
Direct Expenses	2,000	2,000	
Direct Wages	50,520	50,520	
Equipment	5,581	5,581	
Advertising & Marketing	2,066	2,066	
	<u>60,166</u>	<u>60,166</u>	

7. Support Costs

	<b>Administration £</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>
General Expenses	947	947	
Insurance	407	407	
IT Software and Consumables	228	228	
Payroll Costs	97	97	
Postage, Freight & Courier	7	7	
Rent	984	984	
Telephone & Internet	154	154	
Travel - National	113	113	
Venue hire	1080	1080	
	<u>4016</u>	<u>4016</u>	

## 8. Staff costs

Staff Costs were as follows

	Total 2020 £	Total 2019 £
Wages and Salaries	56,955	-
Social Security Costs	-	-
Other Pension costs	-	-
	<u>56,955</u>	<u>-</u>

The average number of persons employed by the company during the year was as follows :

	2020 NO.	2019 NO.
Direct Charitable Work	1	
Administration	1	
	<u>2</u>	<u>0</u>

No employee received remuneration amounting to more than £60,000 in either year

## 9. Statement of Funds – current year

	Balance at 01/04/2019 £	Income £	Expenditure £	Additions £	Transfers in/out £	Balance at 31/03/2020 £
<b>Designated Funds</b>						
Designated Minimum Reserve	-	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>General Funds</b>						
General Funds	-	12,978	-7,524	-	-	5,454
	<u>-</u>	<u>12,978</u>	<u>-7,524</u>	<u>-</u>	<u>-</u>	<u>5,454</u>
<b>Total Unrestricted Funds</b>	<u>-</u>	<u>12,978</u>	<u>-7,524</u>	<u>-</u>	<u>-</u>	<u>5,454</u>
<b>Restricted Funds</b>						
Emerging Artists	-	4,971	-4,576	-	-	396
Gig Buddies Croydon	-	50,494	-34,858	-	-	15,636
SoDaDa	-	18,500	-3,344	-	-	15,156
Youth Music	-	41,599	-21,404	-	-	20,195
	<u>-</u>	<u>115,563</u>	<u>-64,182</u>	<u>-</u>	<u>-</u>	<u>51,381</u>
<b>Total Restricted Funds</b>	<u>-</u>	<u>115,563</u>	<u>-64,182</u>	<u>-</u>	<u>-</u>	<u>51,381</u>
<b>Total of Funds</b>	<u>-</u>	<u>128,542</u>	<u>-71,706</u>	<u>-</u>	<u>-</u>	<u>56,836</u>