

Company Registration No. 09197084 (England and Wales)

BARNABAS COMMUNITY PROJECTS LTD

TRUSTEES' REPORT AND

INDEPENDENTLY EXAMINED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2020

BARNABAS COMMUNITY PROJECTS LTD

LEGAL AND ADMINISTRATIVE INFORMATION

Directors & Trustees' Remuneration & Expenses J M L Charlesworth

R Buckle
P H Haydock
K Williams

Charity number 1160839

Company number 09197084

Registered office The Barnabas Centre
Longden Coleham
Shrewsbury
SY3 7DN

Independent examiner Azets Audit Services
Column House
London Road
Shrewsbury
Shropshire
SY2 6NN

BARNABAS COMMUNITY PROJECTS LTD

CONTENTS

	Page
Trustees' report	1 - 2
Independent examiner's report	3
Statement of financial activities	4
Balance sheet	5
Notes to the financial statements	6 - 14

BARNABAS COMMUNITY PROJECTS LTD

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2020

The Directors & Trustees' Remuneration & Expenses present their report and financial statements for the year ended 31 March 2020.

The accounts have been prepared in accordance with the accounting policies set out in note 2 to the accounts and comply with the charity's governing document, the Companies Act 2006 and the Statement of Recommended Practice (FRS 102 - second edition) "Accounting and Reporting by Charities" effective 1st January 2019.

Objectives and activities

The main activities of the charity are the running of the Food Bank; the relief of poverty and financial hardship; the relief of physical and mental health and the promotion of social inclusion.

When planning the activities for the period the directors have considered the Charity Commission's guidance on public benefit. The charity operates in and around Shrewsbury and has a number of activities which seek to reach out to the local community as well as serving members of the church.

The Directors & Trustees' Remuneration & Expenses have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

Financial review

During the period the charity received income totalling £107,541 (2019: £73,597) and incurred general expenditure of £86,809 (2019: £70,777).

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Directors & Trustees' Remuneration & Expenses consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

As at 31 March 2020 the total reserves were £81,646 (2019: £60,914) with £56,627 (2019: £39,411) in a restricted fund and £25,019 (2019: £21,503) unrestricted.

Risk Management

The directors have considered the major risks to which the charitable company is exposed and have established appropriate systems to mitigate those risks.

More recently the emergence of Covid19 is a new risk that presents concern for the Charity sector and the economy as a whole.

The Charity post year end has been extremely busy and continues to operate from Barnabas, Donations of food and money have been exceptional for which the charity is grateful, and the charity is endeavouring to meet the needs of the most vulnerable people.

Structure, governance and management

The charity became a company limited by guarantee on 31st August 2014. It does not have share capital.

The charitable company was registered with the Charity Commission on 11th March 2015.

The Directors & Trustees' Remuneration & Expenses, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

J M L Charlesworth

R Buckle

P H Haydock

K Williams

BARNABAS COMMUNITY PROJECTS LTD

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2020

According to the Articles of Association, there is no maximum number of directors. The minimum number is 3. 8 or 9 seems to be about the best, and allows for specialisation within the directorate (finance, child protection, health and safety, staff etc).

Directors must be listed in the current directory as members of Barnabas Community Church.

Directors may be remunerated, according to article 7.2(a) which states that 'a director or connected person may receive a benefit from the charity in the capacity of a beneficiary of the charity provided that a majority of the directors do not benefit in this way.'

Directors serve for 3 years after which they can be re-elected.

In looking for new directors, we follow a 'job description', with a particular view to filling any of the roles within the directorship that may be lacking. Directors make a joint decision about approaching one of the Barnabas members, and then delegate the responsibility of discussing with this person further.

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

The Trustees' report was approved by the Board of Directors & Trustees' Remuneration & Expenses.

J M L Charlesworth

Director

Dated: 30 July 2020

BARNABAS COMMUNITY PROJECTS LTD

INDEPENDENT EXAMINER'S REPORT

TO THE DIRECTORS & TRUSTEES' REMUNERATION & EXPENSES OF BARNABAS COMMUNITY PROJECTS LTD

I report on the financial statements of the charity for the year ended 31 March 2020, which are set out on pages 4 to 14.

Respective responsibilities of Directors & Trustees' Remuneration & Expenses and examiner

The Directors & Trustees' Remuneration & Expenses, who are also the directors of Barnabas Community Projects Ltd for the purposes of company law, are responsible for the preparation of the accounts. The Directors & Trustees' Remuneration & Expenses 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.

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:

- (i) examine the financial statements under section 145 of the 2011 Act;
- (ii) 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
- (iii) 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

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

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (ii) to prepare financial statements 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
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Dawn C Owen BA(Hons) BFP FCA

Azets Audit Services

Column House
London Road
Shrewsbury
Shropshire
SY2 6NN

Dated:

BARNABAS COMMUNITY PROJECTS LTD

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2020

	Notes	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<u>Income from:</u>					
Voluntary income	4	47,834	56,127	103,961	72,823
Other income	3	3,580	-	3,580	774
Total income		51,414	56,127	107,541	73,597
<u>Expenditure on:</u>					
Charitable activities	5	47,898	38,911	86,809	70,777
Net income for the year/ Net movement in funds		3,516	17,216	20,732	2,820
Fund balances at 1 April 2019		21,503	39,411	60,914	58,094
Fund balances at 31 March 2020		25,019	56,627	81,646	60,914

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

BARNABAS COMMUNITY PROJECTS LTD

BALANCE SHEET

AS AT 31 MARCH 2020

	Notes	2020 £	£	2019 £	£
Fixed assets					
Tangible assets	9		1,702		1,702
Current assets					
Debtors	11	4,476		4,522	
Cash at bank and in hand		76,728		55,790	
		<u>81,204</u>		<u>60,312</u>	
Creditors: amounts falling due within one year	12	<u>(1,260)</u>		<u>(1,100)</u>	
Net current assets			79,944		59,212
Total assets less current liabilities			<u>81,646</u>		<u>60,914</u>
Income funds					
Restricted funds	15		56,627		39,411
Unrestricted funds	13		25,019		21,503
			<u>81,646</u>		<u>60,914</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2020.

The Directors & Trustees' Remuneration & Expenses acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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.

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

The accounts were approved by the Directors & Trustees' Remuneration & Expenses on 30 July 2020

J M L Charlesworth
Trustee

Company Registration No. 09197084

BARNABAS COMMUNITY PROJECTS LTD

BALANCE SHEET (CONTINUED)

AS AT 31 MARCH 2020

1 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Directors & Trustees' Remuneration & Expenses are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

2 Accounting policies

Charity information

Barnabas Community Projects Ltd is a private company limited by guarantee incorporated in England and Wales. The registered office is The Barnabas Centre, Longden Coleham, Shrewsbury, SY3 7DN.

2.1 Accounting convention

The accounts have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

2.2 Going concern

At the time of approving the financial statements, the Directors & Trustees' Remuneration & Expenses have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Directors & Trustees' Remuneration & Expenses continue to adopt the going concern basis of accounting in preparing the financial statements.

2.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Directors & Trustees' Remuneration & Expenses in furtherance of their charitable objectives unless the funds have been designated for other purposes.

The charity restricted certain funds for specific purposes which are accounted for separately.

2.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

BARNABAS COMMUNITY PROJECTS LTD

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2020

2 Accounting policies

(Continued)

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Items of income are recognised and included in the accounts when all of the following criteria are met:

- the charity has entitlement to the funds;
- any performance condition attached to the item of income have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

2.5 Resources expended

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

Expenditure on charitable activities includes the costs of running the Food Bank and other activities undertaken to further the purposes of the charity and their associated support costs.

Other resources expended relate to governance costs including the Independent Examiner's fees.

Expenditure is accounted for on an accruals basis. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

2.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Fixed assets are included in the accounts at their historical cost and are depreciated as follows:-

Fixtures, fittings & equipment	Nil
--------------------------------	-----

The charity considers that the depreciation policy is appropriate as it reviews the carrying value of the assets at the end of each reporting date for impairment.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

2.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

2.8 Stocks

The charity operates a Foodbank and receives goods via donations from third parties and purchases of fresh food by the charity. These items are distributed to third parties in need without generating an income and therefore it is not considered appropriate to include a value for them in the financial statements. This is a consistent approach year on year.

BARNABAS COMMUNITY PROJECTS LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

2 Accounting policies

(Continued)

2.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

2.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

2.11 Taxation

The charity receives tax refunds in respect of deeds of covenants and gift aid donations. These are accounted for in the period in which the original donation was received.

2.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

BARNABAS COMMUNITY PROJECTS LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

2 Accounting policies

(Continued)

2.13 Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Designated funds are those which the trustees have designated monies to for a particular future purpose and can only be used to fulfil this purpose.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2.14 Debtors

Trade and other debtors are recognised at the settlement amount due.

2.15 Creditors and provisions

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 value.

3 Other income

	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
Other income	3,580	774

4 Voluntary income

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	£	£	£	£
Donations and gifts	47,834	2,220	50,054	39,165
Food Bank donations	-	53,907	53,907	33,658
	47,834	56,127	103,961	72,823
For the year ended 31 March 2019	37,989	34,834		72,823

BARNABAS COMMUNITY PROJECTS LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

5 Charitable activities

	2020 £	2019 £
Wages and NI	28,072	24,679
Charitable activities	51,579	40,055
Printing, postage and stationery	1,592	1,226
Insurance	1,256	1,277
Repairs and renewals	1,764	340
Travel expenses	-	242
Sundry expenses	186	74
Training and conferences	422	232
	<u>84,871</u>	<u>68,125</u>
Share of governance costs (see note 6)	1,938	2,652
	<u>86,809</u>	<u>70,777</u>
Analysis by fund		
Unrestricted funds	47,898	37,367
Restricted funds	38,911	33,410
	<u>86,809</u>	<u>70,777</u>

6 Support costs

	Support costs £	Governance costs £	2020 £	2019 £	Basis of allocation
Depreciation	-	-	-	426	
Legal and professional	-	242	242	569	Governance
Accountancy	-	1,696	1,696	1,657	Governance
	<u>-</u>	<u>1,938</u>	<u>1,938</u>	<u>2,652</u>	
Analysed between					
Fundraising	-	-	-	-	
Trading	-	-	-	-	
Charitable activities	-	1,938	1,938	2,652	
	<u>-</u>	<u>1,938</u>	<u>1,938</u>	<u>2,652</u>	

Included in accountancy is £1,260 in relation to the Independent Examination.

BARNABAS COMMUNITY PROJECTS LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

7 Employees

Number of employees

The average monthly number of employees during the year was:

2020 Number	2019 Number
2	2

Employment costs

	2020 £	2019 £
Wages and salaries	24,849	21,882
Social security costs	1,895	1,597
Pension costs	1,342	1,200
	<u>28,086</u>	<u>24,679</u>

There were no employees whose annual remuneration was £60,000 or more.

8 Directors & Trustees' Remuneration & Expenses

During the year the following amounts were paid to the directors/trustees including salaries and the reimbursement of expenses e.g. for training, travel costs, specific project costs etc.

		2020 £	2019 £
K Williams	salary	23,703	21,200
K Williams	expenses	4,503	1,856
		<u>28,206</u>	<u>23,056</u>

The charity sought approval from the Charity Commission to pay a remuneration to the trustee.

BARNABAS COMMUNITY PROJECTS LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

9 Tangible fixed assets

Fixtures, fittings & equipment
£

Cost

At 1 April 2019 2,660

At 31 March 2020 2,660

Depreciation and impairment

At 1 April 2019 958

At 31 March 2020 958

Carrying amount

At 31 March 2020 1,702

At 31 March 2019 1,702

10 Financial instruments

2020

£

2019

£

Carrying amount of financial assets

Debt instruments measured at amortised cost 81,204 60,321

Carrying amount of financial liabilities

Measured at amortised cost 1,260 1,100

Financial assets measured at amortised cost consists of cash at bank and debtors

Financial liabilities measured at amortised cost consists of accruals.

11 Debtors

2020

£

2019

£

Amounts falling due within one year:

Other debtors 4,476 4,522

12 Creditors: amounts falling due within one year

2020

£

2019

£

Accruals and deferred income 1,260 1,100

BARNABAS COMMUNITY PROJECTS LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

13 Designated funds included in unrestricted funds

The following amounts are included in the unrestricted account but have been designated by the Trustees for the designated purposes noted below.

Cafe+ - £1,341

Barney Tots - £880

ACTS 435 - £1,440

14 Analysis of net assets between funds

	Unrestricted Fund £	Restricted Funds £	Total £
Fund balances at 31 March 2020 are represented by:			
Tangible assets	1,702	-	1,702
Current assets/(liabilities)	23,317	56,627	79,944
	<u>25,019</u>	<u>56,627</u>	<u>81,646</u>

15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2019 £	Movement in funds		Balance at 31 March 2020 £
		Incoming resources £	Resources expended £	
Food Bank	3,020	2,587	(1,777)	3,830
Food Bank PLUS	34,353	46,340	(35,904)	44,789
Eclipse	841	700	(169)	1,372
Crisis	1,197	6,500	(1,061)	6,636
	<u>39,411</u>	<u>56,127</u>	<u>(38,911)</u>	<u>56,627</u>

Food Bank and Food Bank PLUS funds

The Food Bank and Food Bank PLUS restricted funds relate to the Food Bank that the charity operates.

Eclipse fund

The fund has been established following the receipt of a donation to finance a conference sometime in the future.

Crisis fund

The fund was established in the 2017 financial year following the receipt of an anonymous donation for one-off grants for clients with a particular need.

BARNABAS COMMUNITY PROJECTS LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

16 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2020 £	2019 £
Aggregate compensation	25,598	22,797

Transactions with related parties

During the year the charity entered into the following transactions with related parties:

During the period Barnabas Community Church, a charitable company whose directors / trustees are also the directors / trustees of this charity, incurred costs on behalf of Barnabas Community Projects Ltd totalling £5,000 (2019: £5,000).

During the period donations totalling £480 (2019 £440) had been paid to Barnabas Community Projects Ltd in respect of the Food Bank, these funds have been transferred to Barnabas Community Church.