

**Charity Registration No. 1080391**

**Company Registration No. 03924322 (England and Wales)**

**EMMAUS BOLTON**

**ANNUAL REPORT  
AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2020**

# EMMAUS BOLTON

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

Mr R L Speare  
Mr G H Almond  
Mr P M Glanvill  
Reverend D Allen  
Mrs J Blunsdon  
Mr P R Gibbs  
Ms N Richardson  
Mr J R Webbe  
Mr D Gomall

(Appointed 27 August  
2020)

**Secretary**

Reverend D Allen

**Charity number**

1080391

**Company number**

03924322

**Registered office**

Derby Barracks  
Fletcher Street  
Bolton  
BL3 6NF

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# EMMAUS BOLTON

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# **EMMAUS BOLTON**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

**FOR THE YEAR ENDED 30 JUNE 2020**

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The trustees present their report and financial statements for the year ended 30 June 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, 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) (effective 1 January 2019)".

### **Objectives and activities**

The principal objective of the Charity is the advancement of alleviation and relief of poverty, hardship and distress to those in need.

Emmaus exists to provide homeless people (known in Emmaus as "Companions") with work, accommodation and the chance to regain their self-respect and to pursue their lives in the community or in the outside world.

The trustees are satisfied that in carrying out its activities Emmaus Bolton is providing a clear public benefit and is meeting its objectives.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

### **Achievements and performance**

The year 2019/2020 was very much a year of two halves. As reported last year we had suffered something of a setback in our drive to financial independence, so we started out with a firm intention to get back on track. We completed the building of the conservatory extension to our main retail space, added a Workshop and Projects Manager to our staff team, continued the development of our bespoke gift aid and logistics software (now being used by fourteen other Emmaus businesses) and held our first public event, a historic building open day, complete with band. The results in the first nine months were encouraging, the flow of handmade items, shabby chic restorations and customer commissions adding solid value to our core business.

Then came COVID 19 and the national lockdown, which virtually wiped out the final quarter of our year's business income. However, the sterling efforts of our fundraising team met with generous responses from our supporters and we were able to stay afloat. In fact, the lockdown was used to good effect. We launched our eBay and online store, added new signage and lighting to the front of the building and a pergola to the front garden, repaired the carpark and completely redesigned and redecorated the main shop. Keeping busy in this way helped to maintain the morale of both Companions and staff but being confined to barracks (literally) for three months inevitably took its toll. Solidarity action was also severely curtailed but we did manage to keep Lucie's Pantry open and were thus able to help many local people with vital food supplies.

### **Financial review**

The results of the charity's activities are shown in the Statement of Financial Activities on page 5 of the accounts, showing net income of £49,465 across all funds.

The reserves policy is under regular review as the activities of the company develop and the scale of the operation grows. The aim is to build up sufficient free reserves to cover 3 to 6 months of operating costs, in the unlikely event that our income streams should cease. At the year end the charity held free reserves of £75,900 (2019: £125,000), equating to approximately 2 months of forecast operating costs, leaving us short of our target level. Shop sales in the final 3 to 4 months of the financial year were adversely affected by the lockdown resulting from the coronavirus pandemic. The trustees are confident that with the financial support in place at year end and a return to full operating conditions in the not too distant future the charity will be able to build its free reserves back up towards the desired level.

Our funding comes from a variety of sources including accommodation charges, sales of donated goods, grants and donations from other charities.

# EMMAUS BOLTON

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 30 JUNE 2020**

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Under the Memorandum and Articles of Association, the charity has the power to invest in any way the trustees wish. The trustees, having regard to liquidity requirements of the charity and to the reserves policy, have operated a policy of keeping available funds in an interest bearing deposit account with the aim to achieve a rate of deposit interest which at least matches or exceeds inflation.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Our top priority is to survive COVID 19 and maintain the health, safety and mental wellbeing of our Companions and staff. Other goals may have to give way to this as circumstances unfold. Social distancing, for obvious reasons, is impeding many projects and the general situation is inducing high levels of stress. Taking care of our people trumps all other projects.

Within those constraints we will continue to pursue our long-term goals. Financial independence underpins many other projects and remains a priority and we will continue to explore the use of a neighbouring site, which would help us to expand our social enterprise. Enriching the lives of our Companions and extending their opportunities remains a priority and the formation during 2020 of a sub-group of the board to focus on community and solidarity action will help us to stay focused on Companion welfare and development and beneficial impact on our neighbourhood. The major programme of refurbishing Companion rooms should be concluded during this year.

Further afield, our support for the new Emmaus ventures in North Staffs and South Manchester will continue and we will be looking to extend our role in the growth of the movement and its connection to its historical roots and values.

### **Structure, governance and management**

Emmaus Bolton is a registered charity and a company limited by guarantee and is governed by its Memorandum and Articles of Association.

As a registered charity the company is non-profit-making and its directors and trustees are volunteers.

The company has been incorporated without share capital and it is limited by guarantee, to a maximum £1 each, payable by its members. The Memorandum and Articles of Association prohibit distribution of any surpluses other than to Emmaus UK.

The company has a wholly owned subsidiary, Ecostore Limited, which is incorporated in England and Wales. The subsidiary operates commercial activities related to the charity and any profit will be gifted to the parent company.

The trustees, 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:

Mr R L Speare

Mr G H Almond

Mr P M Glanvill

Reverend D Allen

Mrs J Blunsdon

Mr P R Gibbs

Ms N Richardson

Mr J R Webbe

Mr D Gornall

(Appointed 27 August 2020)

# **EMMAUS BOLTON**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 30 JUNE 2020***

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The trustees are appointed by the members of the organisation at the Annual General Meeting. Directors/trustees have the power under the governing documents to co-opt individuals who support the objects of the organisation to fill vacancies on the Board of Management.

As part of their induction, new trustees are provided with information about the charity, the management structure, its history and working practices. In addition, they are also provided with copies of the Memorandum and Articles of Association plus information from the Charity Commission and Companies House regarding the duties and responsibilities of directors and trustees.

This is a local charity which is a member of Emmaus International, a worldwide organisation with over 350 communities, 29 of which are in the UK.

Day to day management responsibility rests with the management team, which reports to the Board of Trustees. The Board of Trustees meets on a regular basis.

We have a risk management subcommittee to keep the risks which the charity faces under constant review. The subcommittee reports to the main Board meetings, and the trustees are satisfied that appropriate systems are in place to mitigate exposure to the risks the charity faces both in relation to operations and finance, and that appropriate strategies are developed to meet the risks as they arise.

The trustees' report was approved by the Board of Trustees.

**Mr R L Speare**

Trustee

Dated: 30 November 2020

# **EMMAUS BOLTON**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 30 JUNE 2020**

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The trustees are appointed by the members of the organisation at the Annual General Meeting. Directors/trustees have the power under the governing documents to co-opt individuals who support the objects of the organisation to fill vacancies on the Board of Management.

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This is a local charity which is a member of Emmaus International, a worldwide organisation with over 350 communities, 29 of which are in the UK.

Day to day management responsibility rests with the management team, which reports to the Board of Trustees. The Board of Trustees meets on a regular basis.

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The trustees' report was approved by the Board of Trustees.



**Mr R L Speare**

Trustee

Dated: 30 November 2020



# **EMMAUS BOLTON**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

***FOR THE YEAR ENDED 30 JUNE 2020***

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The trustees, who are also the directors of Emmaus Bolton for the purpose of company law, 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).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these 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 charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

# EMMAUS BOLTON

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF EMMAUS BOLTON

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I report to the trustees on my examination of the financial statements of Emmaus Bolton (the charity) for the year ended 30 June 2020.

### **Responsibilities and basis of report**

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

David Kay FCA  
Barlow Andrews LLP  
Chartered Accountants  
Carlyle House, 78 Chorley New Road, Bolton  
Dated: 30 November 2020

# EMMAUS BOLTON

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2020

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
<b>Income</b>							
Donations and legacies	2	156,949	131,620	288,569	101,753	32,586	134,339
Charitable activities	3	301,966	-	301,966	336,702	-	336,702
Investments		559	-	559	348	-	348
<b>Total income</b>		<b>459,474</b>	<b>131,620</b>	<b>591,094</b>	<b>438,803</b>	<b>32,586</b>	<b>471,389</b>
<b>Expenditure</b>							
Costs of raising funds	4	241,907	21,186	263,093	212,350	16,741	229,091
Costs of charitable activities	5	267,313	11,223	278,536	284,933	7,290	292,223
<b>Total expenditure</b>		<b>509,220</b>	<b>32,409</b>	<b>541,629</b>	<b>497,283</b>	<b>24,031</b>	<b>521,314</b>
<b>Net (outgoing)/ incoming resources before transfers</b>		<b>(49,746)</b>	<b>99,211</b>	<b>49,465</b>	<b>(58,480)</b>	<b>8,555</b>	<b>(49,925)</b>
Gross transfers between funds		14	(14)	-	96,383	(96,383)	-
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		<b>(49,732)</b>	<b>99,197</b>	<b>49,465</b>	<b>37,903</b>	<b>(87,828)</b>	<b>(49,925)</b>
Fund balances at 1 July 2019		653,910	13,978	667,888	616,007	101,806	717,813
<b>Fund balances at 30 June 2020</b>		<b>604,178</b>	<b>113,175</b>	<b>717,353</b>	<b>653,910</b>	<b>13,978</b>	<b>667,888</b>

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.

# EMMAUS BOLTON

## BALANCE SHEET

AS AT 30 JUNE 2020

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	Notes	2020 £	£	2019 £	£
<b>Fixed assets</b>					
Tangible assets	9		528,270		528,975
Investments	10		2		2
			<u>528,272</u>		<u>528,977</u>
<b>Current assets</b>					
Stocks	11	9,132		10,827	
Debtors	12	24,240		15,588	
Cash at bank and in hand		261,307		215,584	
		<u>294,679</u>		<u>241,999</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(105,598)</u>		<u>(103,088)</u>	
Net current assets			189,081		138,911
<b>Total assets less current liabilities</b>			<u>717,353</u>		<u>667,888</u>
<b>Income funds</b>					
Restricted funds	17		113,175		13,978
Unrestricted funds			604,178		653,910
			<u>717,353</u>		<u>667,888</u>

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# **EMMAUS BOLTON**

## **BALANCE SHEET (CONTINUED)**

**AS AT 30 JUNE 2020**

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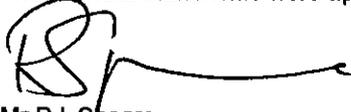
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2020.

The trustees 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 financial statements were approved by the Trustees on 30 November 2020



Mr R L Speare  
Trustee

Company Registration No. 03924322



# **EMMAUS BOLTON**

## **BALANCE SHEET (CONTINUED)**

***AS AT 30 JUNE 2020***

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The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2020.

The trustees 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 financial statements were approved by the Trustees on 30 November 2020

Mr R L Speare  
**Trustee**

**Company Registration No. 03924322**

# EMMAUS BOLTON

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2020

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	Notes	2020 £	£	2019 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	18		100,924		6,892
<b>Investing activities</b>					
Purchase of tangible fixed assets		(55,760)		(30,279)	
Proceeds on disposal of tangible fixed assets		-		450	
Interest received		559		347	
<b>Net cash used in investing activities</b>			(55,201)		(29,482)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase/(decrease) in cash and cash equivalents</b>			45,723		(22,590)
Cash and cash equivalents at beginning of year			215,584		238,174
<b>Cash and cash equivalents at end of year</b>			<u>261,307</u>		<u>215,584</u>

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# EMMAUS BOLTON

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2020

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### 1 Accounting policies

#### Charity Information

Emmaus Bolton is a private company limited by guarantee incorporated in England and Wales. The registered office is Derby Barracks, Fletcher Street, Bolton, BL3 6NF.

#### 1.1 Accounting convention

The financial statements 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) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

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.

#### 1.2 Going concern

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

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements. Where such funds are used to acquire fixed assets, the expenditure is capitalised and depreciation is charged annually against the fund balance in accordance with the rates noted below.

#### 1.4 Income

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.

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.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

It would be impractical to try to value donated items when they are received, in order to recognise the value of the donation as both income from donations and a matching cost of goods for resale. Therefore, donated goods are only accounted for when they are sold, the sales income being recognised at that point.

# EMMAUS BOLTON

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2020

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. 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.

Costs of raising funds comprise the costs of trading and similar activities and the associated support costs of those activities. Charitable expenditure comprises those costs directly incurred by the charity in the delivery to beneficiaries of its core activities and services. The support costs associated with delivery of these activities and services is also included. All costs are allocated between the expenditure categories on bases designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, whilst others are apportioned on an appropriate basis.

#### 1.6 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.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2% straight line
Leasehold improvements	5% straight line
Fixtures and fittings	10% straight line
Vehicles	25% reducing balance
Office equipment	33% reducing balance

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.

#### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

#### 1.8 Stocks

Stock is stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stock to its present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand.

# EMMAUS BOLTON

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2020

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### 1 Accounting policies

(Continued)

#### 1.10 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.

#### 1.11 Taxation

The company has charitable status and is thus exempt from taxation of its income and gains falling within section 505 of The Taxes Act 1988 or section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that they are applied to its charitable objectives.

#### 1.12 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.

#### 1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

# EMMAUS BOLTON

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2020

### 2 Donations and legacies

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total Unrestricted funds 2020 £	Restricted funds 2019 £	Total funds 2019 £
Donations and grants	129,667	131,620	261,287	101,753	134,339
Covid support grant (Bolton MBC) and furlough claims	27,282	-	27,282	-	-
	<u>156,949</u>	<u>131,620</u>	<u>288,569</u>	<u>101,753</u>	<u>134,339</u>
<b>Donations and grants analysis:</b>					
Sue Hodgkiss	-	-	-	10,000	10,000
Ecostore Ltd	74,149	-	74,149	81,113	81,113
Albert Gubay Foundation	-	-	-	-	13,700
ASB Foundation	-	-	-	-	9,436
The National Lottery	-	69,850	69,850	-	9,450
William Hare Ltd	10,000	-	10,000	-	-
Albert Hunt	10,000	-	10,000	-	-
Garfield Weston	-	8,000	8,000	-	-
Clothworkers Foundation	-	17,600	17,600	-	-
Homeless Link	-	33,670	33,670	-	-
Other	35,518	2,500	38,018	10,640	10,640
	<u>129,667</u>	<u>131,620</u>	<u>261,287</u>	<u>101,753</u>	<u>134,339</u>

Amongst other donations and grants received in 2020 were funds from Martin Lewis Foundation, Emmaus UK, Forever Manchester, the Duchy of Greater Manchester and many others too numerous to list. We are grateful to all our donors for their continued support,

### 3 Charitable activities

	Total 2020 £	Total 2019 £
Sales within charitable activities	251,466	286,202
Charitable rental income	50,500	50,500
	<u>301,966</u>	<u>336,702</u>

# EMMAUS BOLTON

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2020

### 4 Costs of raising funds

	2020	2019
	£	£
Bank charges	1,040	786
Office and business supplies	3,064	5,726
Stock and other trading purchases	44,281	36,904
Advertising	28,035	29,741
Staff costs	70,747	65,335
Depreciation	30,498	27,698
Utilities and waste	10,533	9,593
Insurance	3,703	3,628
Motor and travel expenses	22,921	19,364
Accountancy, bookkeeping and payroll	3,542	4,782
Maintenance, repairs and renewals	36,167	13,952
Telephone	1,299	1,096
Miscellaneous	7,263	10,311
Loss on disposal of tangible assets	-	175
	<u>263,093</u>	<u>229,091</u>
<b>Analysis by fund type</b>		
Unrestricted funds	241,907	212,350
Restricted funds	21,186	16,741
	<u>263,093</u>	<u>229,091</u>

# EMMAUS BOLTON

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2020

### 5 Costs of charitable activities

	2020	2019
	£	£
Staff costs	70,749	65,335
Depreciation and impairment	25,967	26,618
Bank charges	1,040	786
Companion expenses	114,068	103,747
Office and business supplies	3,064	5,726
Council tax	3,749	3,628
Utilities and waste	31,601	28,778
Maintenance, repairs and renewals	12,488	41,856
Telephone	1,300	1,096
Accountancy, bookkeeping and payroll	3,542	4,782
Miscellaneous	7,264	6,243
Insurance	3,704	3,628
	<u>278,536</u>	<u>292,223</u>
<b>Analysis by fund type</b>		
Unrestricted funds	267,313	284,933
Restricted funds	11,223	7,290
	<u>278,536</u>	<u>292,223</u>

Included in expenditure in notes 4 and 5 are governance costs of £3,500 (2019: £3,478) in relation to the preparation and examination of the annual statutory accounts.

Expenditure in notes 4 and 5 is allocated directly to the relevant operational activities as far as possible. Those costs which are not capable of being directly allocated are split between the categories of shop and other trading activities and companions and their accommodation on a 50:50 basis, with the exception of utility charges and maintenance, repairs and renewals, both of which are allocated based on approximate usage.

### 6 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year. Expenses relating to the trustees are generally met by the charity directly.

### 7 Related party transactions

The charity has taken advantage of the exemption available in FRS8 "Related party disclosures" whereby it has not disclosed transactions with any wholly owned subsidiary undertaking.

# EMMAUS BOLTON

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2020

### 8 Employees

	2020 £	2019 £
Wages and salaries	129,841	120,599
Social security costs	9,019	8,187
Other pension costs	2,636	1,884
	<u>141,496</u>	<u>130,670</u>

The average number of employees during the year, excluding trustees and volunteers, was 5 (2019: 5). No employee received salary and benefits (excluding employer pension costs) of more than £60,000. The charity considers all five of its paid employees to be key management personnel. Their total employment benefits are as above. The board of trustees is also a key part of the management of the charity.

### 9 Tangible fixed assets

	Freehold land and buildings £	Leasehold improvements £	Fixtures and fittings £	Vehicles £	Total £
<b>Cost</b>					
At 1 July 2019	339,697	567,891	115,513	38,994	1,062,095
Additions	-	13,235	9,105	33,420	55,760
At 30 June 2020	<u>339,697</u>	<u>581,126</u>	<u>124,618</u>	<u>72,414</u>	<u>1,117,855</u>
<b>Depreciation and Impairment</b>					
At 1 July 2019	89,402	355,024	56,794	31,900	533,120
Depreciation charged in the year	6,294	28,740	16,901	4,530	56,465
At 30 June 2020	<u>95,696</u>	<u>383,764</u>	<u>73,695</u>	<u>36,430</u>	<u>589,585</u>
<b>Carrying amount</b>					
At 30 June 2020	<u>244,001</u>	<u>197,362</u>	<u>50,923</u>	<u>35,984</u>	<u>528,270</u>
At 30 June 2019	<u>250,295</u>	<u>212,867</u>	<u>58,719</u>	<u>7,094</u>	<u>528,975</u>

# EMMAUS BOLTON

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2020

### 10 Fixed asset investments

	Other investments £
<b>Cost or valuation</b>	
At 1 July 2019 & 30 June 2020	2
<b>Carrying amount</b>	
At 30 June 2020	2
At 30 June 2019	2

The investment represents 100% of the ordinary share capital of Ecostore Limited, registered office address Derby Barracks, Fletcher Street, Bolton. The company prepares its own individual company accounts and consolidated accounts are not prepared for the group. Ecostore Limited had a loss of £1,755 for year ended 30 June 2020 and had capital and reserves of £72,396 at that date.

### 11 Stocks

	2020 £	2019 £
Finished goods and goods for resale	9,132	10,827

### 12 Debtors

	2020 £	2019 £
<b>Amounts falling due within one year:</b>		
Trade debtors	5,534	260
Other debtors	2,691	5,930
Prepayments and accrued income	16,015	9,398
	<u>24,240</u>	<u>15,588</u>

### 13 Creditors: amounts falling due within one year

	2020 £	2019 £
Other taxation and social security	1,308	2,604
Trade creditors	17,990	12,062
Amounts owed to Ecostore Limited	75,688	78,125
Other creditors	578	574
Accruals and deferred income	10,034	9,723
	<u>105,598</u>	<u>103,088</u>

# EMMAUS BOLTON

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2020

### 14 Contingent liabilities

A grant of £140,000 was received from Emmaus UK (a national charity which provides guidance and support for individual Emmaus communities such as Emmaus Bolton) in 2004 and has been used to help purchase Derby Barracks, Fletcher Street, Bolton as the community accommodation. This grant becomes repayable if the building is sold or if Emmaus Bolton ceases to be a member of Emmaus UK. At the year end the balance was £102,809 (2019: £110,555).

### 15 Operating lease commitments

Under the terms of a lease with Ecostore Limited (the subsidiary company), the charity will receive rental income of £391,000 (2019: £441,500) over the remaining life of the current lease agreement, which has 7 years and 9 months to run as at 30 June 2020. The agreement is under review and could be cancelled with the agreement of both parties should circumstances dictate. Monies received under the agreement reflect partial contribution to the costs of housing the companions.

### 16 Analysis of net assets between funds

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Fund balances are represented by:						
Tangible assets	528,270	-	528,270	528,975	-	528,975
Investments	2	-	2	2	-	2
Net current assets	75,906	113,175	189,081	124,933	13,978	138,911
	<u>604,178</u>	<u>113,175</u>	<u>717,353</u>	<u>653,910</u>	<u>13,978</u>	<u>667,888</u>

# EMMAUS BOLTON

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2020

### 17 Restricted funds

	Balance at 1 July 2018 £	Movement in funds			Balance at 1 July 2019 £	Movement in funds			Balance at 30 June 2020 £
		Income £	Expense £	Transfers £		Income £	Expense £	Transfers £	
Albert Gubay Charitable Foundation	-	13,700	-	-	13,700	-	(5,612)	-	8,088
ASB Foundation	-	9,436	(9,158)	-	278	-	(278)	-	-
Building work and workshop conversion	23,493	-	(4,719)	(18,774)	-	-	-	-	-
Cottage purchases and renovation	78,313	-	(704)	(77,609)	-	-	-	-	-
The National Lottery	-	9,450	(9,450)	-	-	69,850	(11,643)	-	58,207
Homeless Link	-	-	-	-	-	33,670	(11,223)	-	22,447
All Churches Fund	-	-	-	-	-	2,000	-	-	2,000
Garfield Weston	-	-	-	-	-	8,000	(921)	-	7,079
High Sheriff's Fund	-	-	-	-	-	500	(500)	-	-
Clothworkers Foundation	-	-	-	-	-	17,600	(2,232)	(14)	15,354
	101,806	32,586	(24,031)	(96,383)	13,978	131,620	(32,409)	(14)	113,175

The Albert Gubay Charitable Foundation funds are towards the construction of the conservatory. Money from ASB Foundation's Development Foundation is towards the first year salary costs of the Capacity Building Manager.

Two donations were received from the Clothworkers Foundation, being £15,000 towards the purchase of a van and £2,600 towards the purchase of fridges for the pantry. The High Sheriff's Fund was also to spend on the pantry and the Garfield Weston funds were towards the purchase of another van.

Funding from All Churches Trust is to be spent on the Scrap Shed. Homeless Link funds are to help with companion expenses over a 6 month period and funds this year from The National Lottery are to help with core costs over a 12 month period running through into 2021. The National Lottery funding in 19/20 was in relation to Lucie's Pantry under the Awards For All scheme.

# EMMAUS BOLTON

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2020

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<b>18 Cash generated from operations</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Surplus/(deficit) for the year	49,465	(49,925)
Adjustments for:		
Investment income recognised in statement of financial activities	(559)	(347)
Depreciation and impairment of tangible fixed assets	56,465	54,316
Movements in working capital:		
Decrease/(increase) in stocks	1,695	(2,232)
(Increase)/decrease in debtors	(8,652)	7,673
Increase/(decrease) in creditors	2,510	(2,593)
<b>Cash generated from operations</b>	<u>100,924</u>	<u>6,892</u>
<b>19 Analysis of changes in net funds</b>		
The charity had no debt during the year.		

