



Easington Lane Community Access Point

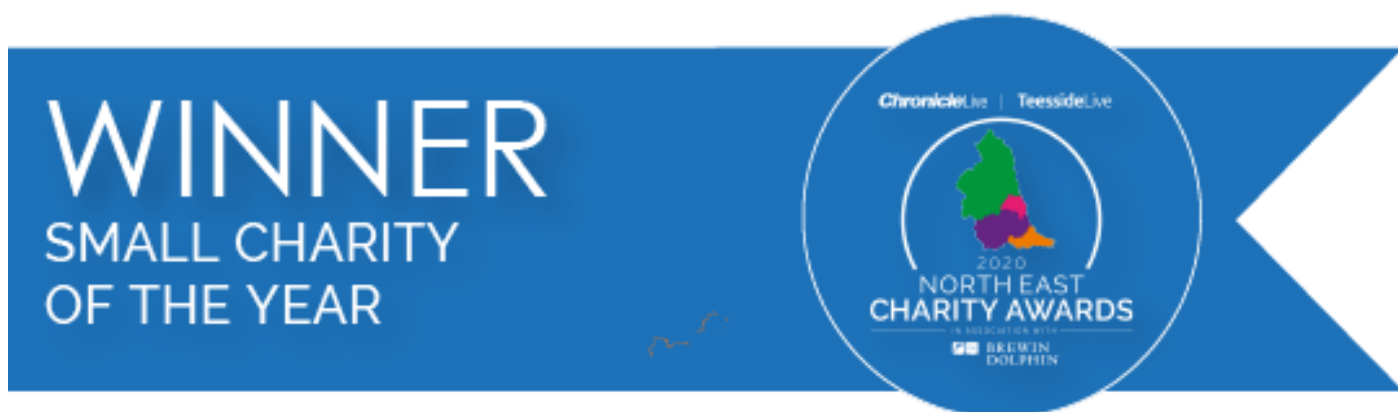
Brickgarth, Easington Lane, Tyne & Wear, DH5 0LE

Tel: 0191 526 1071

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Charity Number: 1093390 Company Number: 04299792

Easington Lane Community Access Point (A Company Limited by Guarantee)



Trustees' Annual Report and Financial Statements for the period 1st April 2019 to 31st March 2020

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Easington Lane Community Access Point

Trustees Report for the year ended 31 March 2020.

The Trustees presents its directors' report and independently examined financial statements for the year ended 31 March 2020.

Reference and Administrative Information

Charity Name: Easington Lane Community Access Point

Charity registration number: 1093390

Company number: 04299792

Registered Office and operational address:

Brickgarth, Easington Lane, Tyne & Wear, DH5 0LE

Trustees:

Mr H G Watson M.B.E.	President	Deceased 01.02.20
Mrs R Grey	Vice-Chair	Appointed Chair 09.05.19
Mrs J Merton	Secretary	
Mrs E Grey	Treasurer	Resigned 17.10.19
Mr J Thompson		Appointed 09.05.19, appointed Treasurer 17.10.19
Mrs L Cleary		
Mr G Corner		
Cllr D Geddis		
Mr J Hogan		
Mrs A Ivison		
Mr R I Moody		Appointed Vice-Chair 09.05.19
Mrs C Smith		
Mr D T Todd		

Sunderland City Council Representative:

Cllr C. Rowntree

Principal Staff Members:

Mr D Ellison	Transport & Environmental Manager
Mr S Newton	Centre Coordinator
Mrs. C. Willis	Events Coordinator

Advisors:

Independent Examiner: D Parsons Accountancy Ltd,
Office 1, Bridge End Chambers, Front Street, Chester-le-Street

Bankers: Barclays, Newbottle Street, Houghton-le-Spring, DH4 4AE

1. Objects and activities

1.1. Overview

Easington Lane Community Access Point (ELCAP) operates a Community Centre and Community Transport Scheme from its premises on Brickgarth, Easington Lane.

The main building opened in 1928 and was extended in 2005. The Welfare Hall was opened in 1958. The buildings are owned by ELCAP with Sunderland City Council acting as Custodian Trustees.

ELCAP has operated a Community Transport Scheme for more than a decade and at the moment has a fleet of 4 minibuses. A 5th minibus was due to be delivered in March but the COVID lockdown saw this put on hold, but was delivered in September 2020.

1.2. Objectives

The objects of ELCAP are:

- To advance the education of residents of Easington Lane, Hetton, Houghton-le-Spring and surrounding areas in particular by the provision of training and education opportunities with a view to relieving conditions of hardship and unemployment.
- The preservation and protection of good health.
- The improvement and development of public and community facilities with particular reference to environmental issues



**HIGHLY
COMMENDED**
**EASINGTON LANE
COMMUNITY ACCESS POINT**
for the
COMMUNITY GROUP AWARD



in the VCAS 20/20 Open Arms Awards

A handwritten signature in black ink, appearing to read 'Janette Hilton'.

Janette Hilton, Director
September 2020

Voluntary and Community Action Sunderland, 8 Frederick St Sunderland, SR1 1NA, Charity No. 702930, Company No. 01759477

2. Structure, governance and management

2.1 Legal Structure

ELCAP is a charitable company limited by guarantee, incorporated in 2001. The company (No. 4299792) was established on 24th September 2001 under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. It is registered as a charity with the Charity Commission (No. 1093390).

The Annual General Meeting provides the opportunity for the Directors to present their annual report, accounts and plans in addition to the election of Directors and the appointment of the Independent Examiner. Prospective directors complete an Application Form including a skills scan which ensures the Board has the requisite skills and expertise to manage the charity.

2.2 Trustees / Directors

The governing document provides for representation from local residents who manage the project for local people, where there are a maximum 15 seats on the Board, of which at least 6 must reside in Easington Lane.

The directors of the company are also charity trustees for the purposes of charity law, and under the company's Articles, are known as members of the Board of Directors. The Directors meet regularly throughout the year to transact business.

In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

The Board would like to:

1. give recognition to the contribution of Evelyn Grey who stepped down as Treasurer and Trustee during the year for overseeing the finances in recent years.
2. thank Jim Thompson for his willingness to be appointed as Treasurer part way through the year and for bringing a fresh focus to the financial management of the charity. It is with regret that the Jim notified the Board that he will not be seeking re-election as Treasurer at the 2020 AGM.
3. express their condolences to the family of our late Honorary Life President, Harold G. Watson MBE who passed away during this last year. Harold was not only a founding Trustee of ELCAP back in 2001 but was the first Chair of the Board before serving as Honorary Life President until his passing. It was a great honour for ELCAP to have our current Chair, Rita Grey, present a eulogy of Harold's community life at his funeral.

2.3 Staff and Volunteers

The day to day business of ELCAP is entrusted to the staff team who are charged with ensuring the activities are ran in a smooth and efficient manner.

Many individuals continue to contribute freely of their time and energy to ELCAP on a voluntary basis in the following capacity:

- Minibus drivers and Transport assistants
- Reception cover
- Shop cover
- Maintenance and Gardening
- Exhibitions and displays
- Event and activity operations (eg lunch clubs, toddler groups, kids activities etc)

In addition to the staff and volunteer teams we are most thankful that we have access to advice and information from our partners which include the likes of Sunderland City Council and Gentoo etc.

3. Achievements and Performance

3.1 Activities

In planning the activities for the year, the Trustees kept in mind the Charity Commission's guidance on public benefit at their Trustee meetings.

The last financial year has seen the recent growth and development of the charity maintained. The established activities of previous years were on the whole maintained during the last year together with the introduction of new activities and the expansion of a number of activities.

Our staff team now comprises 9 part-time staff members employed for a total of 156 hours a week (4 FTE), as over the last year ELCAP secured additional funding to:

- recruit a part-time gardener on a one-year fixed contract
- recruit a part-time Community Activities Assistant on a one-year fixed contract
- maintain the hours of our part-time Mini-Bus Driver
- increase the working hours of the Transport Assistant
- increase the working hours of the Centre Coordinator
- increase the working hours of the Events Coordinator (whose job title was changed to Community Activities Coordinator during the year).

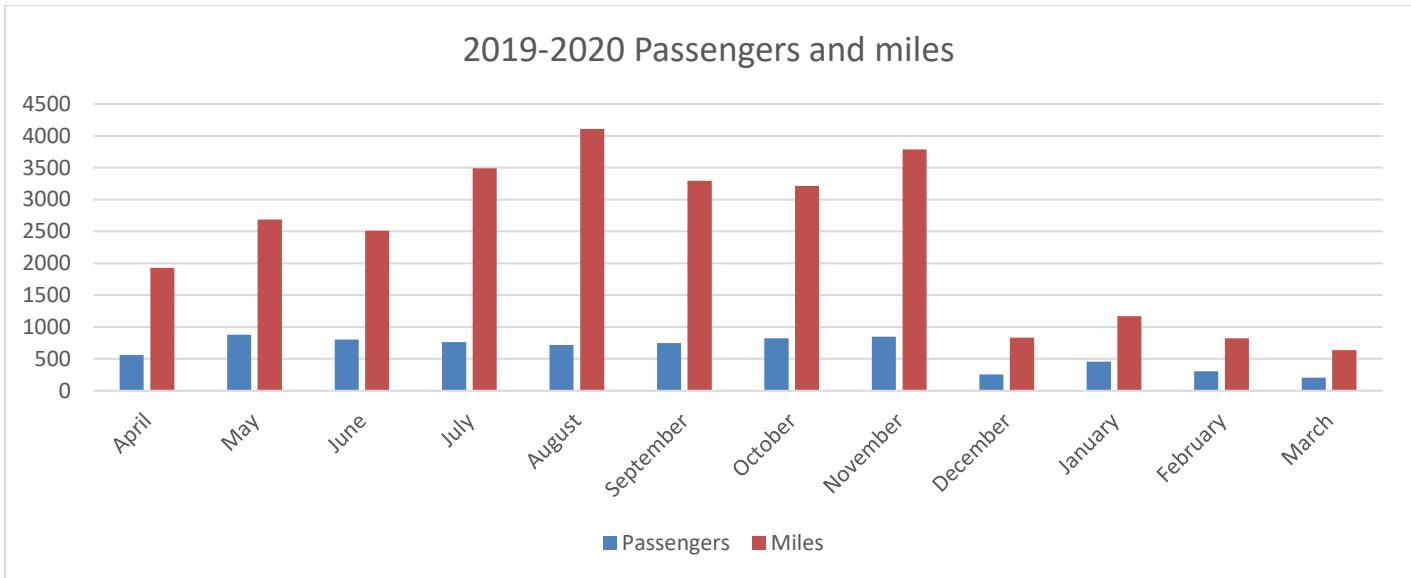
Partnership working continued throughout the year as we continued to work alongside numerous statutory and voluntary sector organisations to ensure that the activities we run or host complement each other and benefit the society in which we serve. Where services and activities are already offered by one of our User Groups or partners then ELCAP seeks to complement what is already being provided with additional and beneficial activities.

For the third year in a row the Transport scheme increased the size of the fleet, this time with the purchase of a brand-new Transit Trend minibus able to carry 16 passengers plus driver. Further successful fundraising efforts saw ELCAP pay the deposit and secure the purchase of an additional brand-new Transit Trend bus but this time modified to include an underfloor hoist which means two buses in our fleet will be accessible. Sadly, due to the lockdown imposed from COVID-19 the final test for the new bus was cancelled and so the balance of payment will be due in the new financial year as and when we take delivery. Funding also supported the salaries of our Transport team which at the financial year end was three with a fourth due to start when the social distancing rules allow.

The lockdown following the COVID-19 crisis saw all of ELCAP's premises, services and provisions close as of Monday 16th March due to the requirement of maintaining social distancing, and even in these unusual times the Transport Scheme was called upon to deliver free school meal packed lunches to almost 400 children in our local area, which carried on into the first few days of the new financial year until the Easter Holidays.

The last financial year saw Transport scheme provide 7,364 passenger journeys including social outings, educational outings for schools and nurseries, residential homes and our regular shopping bus service. With the additional mini-bus we have seen the service grow and having a brand-new vehicle gives not only a more comfortable ride but the added assurance of reliability for longer journeys. With the addition of the 5th bus in the new financial year the service will become even more flexible, responding to the demands of those who use the Community Transport Service, especially now that we have two vehicles fitted with hoists.

The monthly statistics for Passengers carried and miles travelled are shown in the chart below:



Looking at our premises and open spaces the main changes to be seen are:

- the completion of the Community Garden and allotment
- the installation of new windows to the main building
- replacement of the hall boiler system
- relocation of the main building heating control systems to the office
- refurbishment of the creche area.

Whilst it was quite distressing to have lead stolen from the main building roof the subsequent repair saw the leaking roof satisfactorily repaired and has remained dry since.

Together with the User and Community Groups that use our premises and our own events our typical offering now looks like:

Weekly:	Food Bank, OPEL Lunch Club, 5 Toddler sessions, after school club, after school Lego club, 3 exercise classes, craft class, numeracy and literacy support, 3 Slimming World sessions, Shopping Bus, IT support session incl family history, Brass Band Practice
Fortnightly:	Disabled Club, Senior Citizens Club, Rock n Roll
Monthly:	Coffee Morning
Seasonal	Fayres and events
School holidays:	Tuesday Activity Days

Securing Grant funding has continued to be a major exercise over the last year with funding secured as follows:

Transport	3 Together Big Local, Barbour Foundation, The Clothworkers' Foundation, Joicey Trust, Sir James Knott Trust, Murton Parish Council, The National Lottery Community Fund, Sunderland City Council's Coalfields Neighbourhood Fund,
Events (incl salaries)	Sunderland City Council's Coalfields Neighbourhood Fund, 3 Together Big Local, Coalfield Regeneration Trust, The Worshipful Company of Grocers, Ballinger Trust, Sobell Foundation
Community Garden	Field House Community Fund
Creche Refurb	Barclays Bank, Coca-Cola Schweppes, Morrison's Foundation

Building & Premises: Co Durham Community Foundation, Gentoo's Empower Fund, Wearmouth Community Development Trust

Donations were gratefully received from numerous individuals and community groups as well as in memory of departed loved ones. Considerable funding was received towards the creche refurbishment with events organised at both Hetton Lyons Cricket Club and Easington Lane WMC which also saw some matched funding which helped maximise the efforts involved.

The staff members have supported the Directors in this growth by providing advice and guidance on strategy and governance as well as operational matters.

The last year has seen ELCAP continue to maintain its profile and presence within the local community, the local Voluntary Sector and with funders. One particular highlight was the 8 trips to Barnard Castle's Jersey Farm Hotel which was offered by way of securing a grant from the Sunderland City Council's Coalfields Neighbourhood Fund aimed at the socially isolated. The trips saw in excess of 400 people enjoy a great day out that its repeat is eagerly awaited.

We continue to be present at the monthly area Voluntary Sector Network meetings and take an active role within the network and this year saw Christine Willis, our Activities Coordinator appointed as a VCS rep onto the Coalfield Area Committee. Numerous cross referrals in the last year have helped strengthen our position in the sector.

COVID-19 Impact

The response of ELCAP to the COVID-19 crisis was pro-active in keeping our staff, volunteers and everyone who accesses our centre or services as safe as possible. All decisions made followed both Government and Community Transport Association guidance. This included the hard decision to suspend all activities and to close our premises. Whilst the impact on the financial year in question is the loss of two weeks' activities and revenue the ongoing impact is not yet quantifiable due to the reluctance that some may have to resume normal activities as well as the difficulty in securing grant aid to cover future activities which may have to be run at a deficit in order to combat the social isolation many of our beneficiaries experience.

Had social distancing restrictions not been implemented there would have been a marginal increase in the numbers who accessed our centre or services and their associated income.

To maintain the sustainability of the charity, ELCAP has taken the relevant actions in minimising the impact through the loss of all its income streams by way of:

- Closing down the buildings heating systems so as not to incur undue heating charges.
- Furloughing staff and utilising the governments job retention scheme.
- Retaining the services of our employed gardener who can maintain the gardens whilst working in isolation. This will mean the gardens, grounds and open spaces are ready and open for business once the restrictions are lifted and the fresh grown vegetables will be put to good use.
- Retaining the services of our Centre Coordinator to:
 - Fundraise for the current crisis in helping to recover funding for core costs due to the loss of unrestricted income (heat, light and power, insurance, licences, salaries etc)
 - Fundraising for the current crisis in helping to meet the needs of our community at this time (food distribution programme, good neighbour service etc)
 - Maintain a running cash flow forecast to enable the Trustees to plan far enough ahead based on the grant funding that is raised to help alleviate the current situation and that funding which is on hold and to be resumed at a later date once activities restart.
 - Ensure the health and safety requirements of our premises are maintained (legionella, fire checks etc)
 - Oversee the team of volunteers operating the various programmes such as befriending service, click n collect shopping service, food bank shopping and the Good Neighbour programme which ELCAP offered as being the lead VCS organisation on the City's Coalfield Area and were responsible for following up those enquiries to the City Council from Coalfield

Area Residents who responded to the request to get in touch if they needed any help or support.



**Do you
NEED
HELP OR
SUPPORT?**



- At the time of writing (December 2020), ELCAP finds itself in a favourable position from which it can resume former activities as well as new ones as and when social distancing limits allow.
- Whilst the long-term future of ELCAP is not in doubt the pandemic has seen the charity change its delivery mode considerably and is still in that position where the majority of events and activities have not resumed to the level of provision where they were before the pandemic.



VCAS 20/20 Open Arms Awards

WINNER

SHAUN NEWTON

is awarded the

**'VCAS 20/20'
OPEN ARMS AWARD**



Janette Hilton, Director

June 2020

Voluntary and Community Action Sunderland, 8 Frederick St Sunderland, SR1 1NA, Charity No. 702930, Company No. 01759477

2019-2020



ELCAP



3.2 Achievements against last year's plan

3.2.1 Governance

3.2.1.1	The new financial year will see the introduction of Board Sub-Committees to support the Board and its work in overseeing the operation and development of ELCAP.	Implemented May 2019
3.2.1.2	Fundraising will remain a priority to ensure core costs, event costs and development costs are covered especially if the financial support from the City Council is no longer available.	Fundraising maintained.
3.2.1.3	Fundraising to secure the services of an Administrator will be investigated this year as the work of ELCAP grows and develops.	Whilst not happened this financial year it is hoped this will be achieved in the next.
3.2.1.4	Should the financial support from the City Council be no longer available then ELCAP will secure new and affordable contracts to replace those services that are currently provided by the City Council (eg Legionella, Fire Safety and Emergency Lighting checks and associated remedial action).	Service Level Agreement in place with the City Council for a number of services which will be reviewed as and when contracts come to the end of their agreements.
3.2.1.5	ELCAP will continue to play a full and active part in the local Voluntary Sector Networks and Groups.	Ongoing with Activities Coordinator elected as a VCS rep to the Area Committee

3.2.2 Community Transport

3.2.2.1	The Board have agreed that the purchase of a new minibus will be a priority in the coming year.	Successful fundraising has enabled the purchase of two new minibuses and the securing of funding for transport salaries.
3.2.2.2	Further funding to secure additional driver hours will also be sought to maximise the availability of the fleet to local community groups.	
3.2.2.3	To remain compliant with the conditions of operating under a Section 19 permit and to make any adjustments as and when those conditions may change.	Ongoing compliance is monitored by the Transport Manager and the Transport Sub-Committee.

3.2.3 Events and Activities

3.2.3.1	The Board is keen to ensure all of ELCAP's activities are of benefit to the beneficiaries.	Beneficiary feedback remains positive
3.2.3.2	New groups linked to the garden will be established once the Community Garden and Allotment is completed.	Ongoing with the new groups formed for the 2020 growing season, although these were suspended due to the COVID-19 pandemic.
3.2.3.3	Low or dropping attendances will see marketing campaigns launched to increase attendance before considering alternative activities.	An ongoing watching brief is maintained but a major campaign will be launched once social distancing restrictions are lifted.
3.2.3.4	Collaborate with User Groups and supporters to facilitate charity fundraising events.	Fundraising nights, coffee mornings and seasonal fayres are all used to maximise fundraising efforts.

3.2.4 Premises and Open Spaces

3.2.4.1	Replacement windows in the main building.	Completed in 2019
3.2.4.2	The Community Garden and Allotment will be further developed	Completed in 2019
3.2.4.3	Welfare Hall redecoration	Not yet started
3.2.4.4	Creche and Outdoor play area refurbishment	Started in early 2020

3.2.4.5	Consideration be given to developments beyond the current financial year as the boiler systems for both the main building and hall are approaching the end of their expected life.	<p>Energy Audit completed in August 2019.</p> <p>Hall boiler system replaced in 2019.</p> <p>Centre boiler system control panel moved to office in 2020 to better control heating and save costs.</p> <p>Energy audit determined main building boiler has many years left in it yet.</p>
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3.3 Future Developments

Looking ahead ELCAP is planning for its future development and growth as follows:

3.3.1 Governance

- 3.3.1.1 The new financial year will provide the Board the opportunity of updating its Governing Document.
- 3.3.1.2 Fundraising in a post COVID-19 will become very competitive which will require a greater focus on ELCAP's financial management and forecasting
- 3.3.1.3 Fundraising to secure the services of an Administrator / Book Keeper will be unlikely this year due to delay created by the COVID-19 impact so this function may have to be shared amongst the current staff team.
- 3.3.1.4 Streamlining the bookkeeping system adopted within ELCAP to reduce any duplication.
- 3.3.1.5 ELCAP will continue to play a full and active part in the local Voluntary Sector Networks and Groups.

3.3.2 Community Transport

- 3.3.2.1 It is hoped that in spite of social distancing, the impact of the new accessible minibus will start to be felt.
- 3.3.2.2 The creative consideration on how best to use the fleet especially if social distancing restrictions remain in place which may restrict our buses operating at full capacity.

3.3.3 Events and Activities

- 3.3.3.1 The Board is keen to ensure all of ELCAP's activities are of benefit to the beneficiaries.
- 3.3.3.2 Quickly re-establish activities and events following the COVID-19 crisis that meets the needs of our community. This may mean some long-standing activities are not re-started whilst new ventures are considered.

3.3.4 Premises and Open Spaces

- 3.3.4.1 The Board is keen to continue the programme of refurbishment and development which will include:
 - 3.3.4.1.1 Replacement roof to lean-to at rear of building
 - 3.3.4.1.2 Replacement roof of creche/office flat roof.
 - 3.3.4.1.3 Replacement of felting to flat roof above Centre Office
 - 3.3.4.1.4 Replacement of felting to hall boiler house
 - 3.3.4.1.5 Fundraising for the outdoor play area
 - 3.3.4.1.6 Hall re-decoration
 - 3.3.4.1.7 Centre re-decoration
 - 3.3.4.1.8 Public wi-fi across the premises.
 - 3.3.4.1.9 Outdoor summer house for additional group space

4. Financial review

The charity's Reserves Policy is included within the Financial Standing Orders which are reviewed on an annual basis, which states that a minimum of £65,000 in unrestricted and designated reserves be retained to enable the charity to continue in an unforeseen circumstance, including staff salaries for 6 months.

The 2019-2020 Financial Year End saw ELCAP heavily invest in a new minibus, replacement windows and new hall heating from the unrestricted reserves built up over recent years.

As the charity ended the last financial year with £71k in unrestricted and designated reserves this provides a little scope on the required reserves needed to maintain the charity for some time.

Income increased by 27% year on year due to the success of our fundraising efforts and the good reputation that we have with funders and other organisations.

Expenditure increased by 77% year on year as many plans came to fruition in relation to both transport and premises.

In spite of the increased expenditure our year end balances still saw an increase of 17%, this was primarily due to the fact that we retained the balance of payment that was to be used for the purchase of the 5th minibus.

5. Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors:

Signature

Name	Mrs. R. Grey	Mr. R. I. Moody
Position	Chair	Vice-Chair
Date:	07/01/2021	07/01/2020

Independent Examiner's Report

I report on the accounts for the year ended 31 March 2020 set out on pages 14 to 18.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is required.

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

- examine the accounts under section 145 of the Charities Act, D19
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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 statement below.

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 and 387 of the Companies Act 2006 and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 395 and 395 of the Companies Act 2006 and with the methods and principles of the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)

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.

D Parsons Accountancy Ltd
Office 1
Bridge End Chambers
Front Street
Chester-le-Street
DH3 3QY

9th November 2020

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

	Note	Unrestricted Funds	Restricted Funds	2020	2019
INCOME AND ENDOWMENTS					
Donations and Gifts		2935		2935	2897
Room hire		12470		12470	13190
Bus Hire etc			37971	37971	28564
Shop sales		4386		4386	
Other income		11049		11049	10482
Interest Receivable		369		369	100
Charitable income – grants	2	-	187632	187632	146035
TOTAL INCOMING RESOURCES		31209	225603	256812	201268
EXPENDITURE					
Charitable activities					
Wages	4	-	86200	86200	58875
Insurance		3054	4359	7413	2597
Consumables and activity costs		6782	-	6782	3903
Sessional work		3495	-	3495	2518
		13331	90559	103890	67893
Other expenses					
Legal and professional costs		959	-	959	1219
Employer Pension contributions		1660	-	1660	764
Sundries		548	-	548	2025
Bus and travel costs		-	13922	13922	14866
Rates and waste		1893	-	1893	1640
Light and heat		6155	-	6155	6072
Cleaning		402	-	402	398
Repairs and renewals		-	78079	78079	25010
Telephone		917	407	1324	1382
Postage and stationery		292	-	292	828
Bank charges		788	-	788	102
Depreciation		343	10164	10507	3096
		13957	102572	116529	56393
TOTAL RESOURCES EXPENDED		27288	193131	220419	124286
NET INCOME		3921	32472	36393	76892
RECONCILIATION OF FUNDS					
FUNDS BROUGHT FORWARD		67260	149361	21663	139638
FUNDS CARRIED FORWARD		71181	181833	253014	216620

BALANCE SHEET AS AT 31 MARCH 2020

	Note	Unrestricted Funds	Restricted Funds	2020	2019
FIXED ASSETS	5			32100	10452
CURRENT ASSETS					
Debtors				18764	4722
Cash at Bank and in hand		37620	171439	209059	207533
				227823	212255
CREDITORS					
Amounts falling due within one year				6909	6086
NET CURRENT ASSETS				220914	206169
NET ASSETS				253014	216621
FUNDS					
Unrestricted Fund					
General Fund				68082	64161
Capital				3099	3099
				71181	67260
Restricted Funds					
Transport, volunteer, Big Lottery				181833	149361
TOTAL FUNDS				253014	216621

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2016

The trustees acknowledge their responsibilities for :-

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit 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 charitable company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements have been approved by the Board of Trustees on 3rd December 2020 and were signed on its behalf by :-

Signature

Name	Mrs. R. Grey	Mr. R. I. Moody
Position	Chair	Vice-Chair
Date:	03/12/20	03/12/20

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

1 ACCOUNTING POLICIES

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102)" 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 2015). Financial Reporting Standard 102 " The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 1985 and the Statement of recommended Practice - Accounting and Reporting by Charities issued in March 2015.

Financial reporting Standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland."

- the requirements of Section 7 Statement of Cash Flows

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Tangible fixed assets

Depreciation is provided in the accounts at the following annual rates in order to write off each asset over its estimated useful life

Fixtures and fittings	-	20% or 15% on cost
Motor vehicles	-	25% on a reducing balance basis
Computer equipment	-	33% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 - continued

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 purpose within the objects of the charity. restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

2. GRANTS RECEIVABLE

	Unrestricted Funds	Restricted Funds	2020	2019
Transport	-	99979	99979	12740
Buildings, IT and Wi-Fi	-	7018	7018	53244
Community Garden	-	3577	3577	14792
Kitchen refurbishment	-	1865	1865	-
Salaries	-	32214	32214	58798
Windows and Heating	-	22500	22500	-
Other	-	20479	20479	6461
	-	187632	187632	146035

3. TRUSTEES REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

Trustees expenses

There were no trustees' expenses paid for the year ended 31 March 2020 nor for the year ended 31 March 2019.

4. STAFF COSTS

	2020	2019
The average number of employees during the year was follows	6	4

5. TANGIBLE FIXED ASSETS

	Fixture & Fittings	Motor Vehicles	Comp Equip	Total
COST				
As at 1 April 2019	102145	15289	60973	178407
Addition	-	32155	-	32155
As at 31 March 2020	102145	47444	60973	210562
DEPRECIATION				
As at 1 April 2019	100302	6690	60963	167955
Charge for the year	341	10164	2	10507
As at 31 March 2020	100643	16854	60695	178462
NET BOOK VALUE				
As at 31 March 2020	1502	30590	8	32100
As at 31 March 2019	1843	8599	10	10452

6. DEBTORS: Amounts falling due within one year

	2020	2019
Deposit on a new van	15000	
Amounts falling due on contract	1100	1100
VAT	150	390
Prepayments	2514	1110
	18764	2600

7. CREDITORS: Amounts falling due within one year

	2020	2019
Hire Purchase	-	-
Trade Creditors	-	-
Social security and other taxes	2766	-
Other creditors	-	-
Accrued expenses	4143	6632
	6909	6632

8. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2020