

Company registration number: 10773197

Charity registration number: 1176252

# Nottingham Narrow Boat Project Limited

Trading as

Meganandtinks

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 December 2020

Community Accounting Plus  
Units 1 & 2 North West  
41 Talbot Street  
Nottingham  
NG1 5GL

# **Nottingham Narrow Boat Project Limited**

## **Trading as Meganandtinks**

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# **Nottingham Narrow Boat Project Limited**

## **Trading as Meganandtinks**

### **Reference and Administrative Details**

<b>Trustees</b>	Patrick Emmerson Gerald Mulvaney Gary Bramley James Murray Caroline Greaves James Barron Amber Tipper
<b>Secretary</b>	Patrick Emmerson
<b>Principal Office</b>	23 Richmond Drive Nottingham NG3 5EL
<b>Company Registration Number</b>	10773197
<b>Charity Registration Number</b>	1176252
<b>Independent Examiner</b>	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

# Nottingham Narrow Boat Project Limited

## Trading as Meganandtinks

### Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 December 2020.

#### **Trustees**

Patrick Emmerson

Gerald Mulvaney

Gary Bramley

James Murray (appointed 22 March 2020)

Caroline Greaves (appointed 22 March 2020)

James Barron (appointed 22 March 2020)

Amber Tipper (appointed 31 March 2021)

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

##### *Nature of governing document*

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 26/11/2017. It has no share capital and the liability of each member in the event of winding-up is limited to £10.

##### *Recruitment and appointment of trustees*

The Trustees have agreed a skill set, or sets, that we believe we need to enhance the effectiveness of the Board of Trustees. The Chairman and another Trustee will meet the potential new Trustee and if both parties wish to continue, the potential new trustee will need to have a relevant skill set and desire to be involved in our activities. They would then be invited them to sit in on a number of Board meetings where we encourage them to participate. If, after this, both parties wish to proceed the new Trustee will be appointed.

#### **Objectives and activities**

##### *Objects and aims*

To provide or assist in the provision of facilities, in the interest of social welfare, for recreation or other leisure time occupation, of individuals who have need of such facilities by reason of their youth, age or infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life.

The charitable Company will operate 2 x 70 ft narrow boats, one specially equipped with disabled access and amenities, providing facilities for charitable organisations and groups to operate day and residential recreational trips for their service users and clients, on the local Nottinghamshire waterways to improve the conditions of life for the participants.

The narrow boats will be operated by experienced qualified volunteer crews, who enable groups, of up to twelve people in each boat, to gain experience of working as a team, to support less able or less mobile colleagues, improving social contact and friendship, to provide comfort to the elderly and to promote multi-cultural and multi-racial contacts. The volunteer crew will do this by encouraging and helping the participants to engage in the operation of the boats and canal infrastructure, such as locks and bridges, experience a new environment and engage with the waterway community at large.

# **Nottingham Narrow Boat Project Limited**

## **Trading as Meganandtinks**

### **Trustees' Report**

#### ***Objectives, strategies and activities***

Due to Covid we were only able to run a few trips in the year to December, however we were able to put on a number of training trips during the summer for both new and existing volunteers.

As there was no summer boating activities we were able to undertake maintenance that would normally have been done in Winter.

We appointed new Trustees to fill a skills gap that we had identified and have started the process to develop a longer term plan with the assistance of one of our volunteers, who has a background in business planning.

A full review of our activities can be found in our Annual Report 2020 on our website <https://meganandtinks.org.uk> .

#### ***Public benefit***

The charitable company will operate narrow boats providing facilities for charitable organisations and groups to deliver day and residential recreational trips for their service users and clients, on the local waterways to improve the conditions of life for their participants. These facilities are provided at nominal cost to ensure access to the facilities by all members of the community.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

#### ***Financial review***

As at the Balance Sheet date we have a very healthy cash balance due to the receipt of Grants from the Big Lottery Fund- Reaching Communities and Building Capabilities Funds, The Jones 1986 Charitable Trust and Jessie Spencer Trust.

#### ***Policy on reserves***

For the first 3 years we were fully funded by Grant income and charges for our services. Beyond that period we will need to renew our funding and we intend to start to build reserves where we can, in anticipation of any future funding gaps. We have a Reserves Policy which aims to cover a seasons expenditure.

#### ***Principal risks and uncertainties***

In the first 3 years we didn't have any significant financial risks but we do need to become less dependant on Lottery Funding.

# Nottingham Narrow Boat Project Limited

## Trading as Meganandtinks

### Trustees' Report

#### Statement of Trustees' Responsibilities

The trustees (who are also the directors of Nottingham Narrow Boat Project Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the trustees of the charity on ..... and signed on its behalf by:

.....  
Patrick Emmerson  
Company Secretary and Trustee

#### Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

# Nottingham Narrow Boat Project Limited

## Trading as Meganandtinks

### Independent Examiner's Report to the trustees of Nottingham Narrow Boat Project Limited

#### Independent examiner's report to the trustees of Nottingham Narrow Boat Project Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the period ended 31 December 2020.

#### Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

#### Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with 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 accounts to be reached.

.....  
John O'Brien MSc, FCCA, FCIE, employee of Community Accounting Plus  
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West  
41 Talbot Street  
Nottingham  
NG1 5GL

Date:.....

## Nottingham Narrow Boat Project Limited

### Trading as Meganandtinks

#### Statement of Financial Activities for the Year Ended 31 December 2020 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Income and Endowments from:</b>				
Donations and legacies	2	12,413	-	12,413
Charitable activities	3	1,075	61,188	62,263
Total income		<u>13,488</u>	<u>61,188</u>	<u>74,676</u>
<b>Expenditure on:</b>				
Charitable activities	5	(3,689)	(36,652)	(40,341)
Total expenditure		<u>(3,689)</u>	<u>(36,652)</u>	<u>(40,341)</u>
Net income		<u>9,799</u>	<u>24,536</u>	<u>34,335</u>
Net movement in funds		9,799	24,536	34,335
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>25,812</u>	<u>20,728</u>	<u>46,540</u>
Total funds carried forward	12	<u><u>35,611</u></u>	<u><u>45,264</u></u>	<u><u>80,875</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 12.

	Note	Unrestricted funds £	Restricted funds £	Total 1 June 2018 -31/12 2019 £
<b>Income and Endowments from:</b>				
Donations and legacies	2	10,000	-	10,000
Charitable activities	3	5,324	20,542	25,866
Total income		<u>15,324</u>	<u>20,542</u>	<u>35,866</u>
<b>Expenditure on:</b>				
Charitable activities	5	-	(33,564)	(33,564)
Total expenditure		<u>-</u>	<u>(33,564)</u>	<u>(33,564)</u>
Net income/(expenditure)		<u>15,324</u>	<u>(13,022)</u>	<u>2,302</u>
Net movement in funds		15,324	(13,022)	2,302
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>10,488</u>	<u>33,750</u>	<u>44,238</u>
Total funds carried forward	12	<u><u>25,812</u></u>	<u><u>20,728</u></u>	<u><u>46,540</u></u>



# Nottingham Narrow Boat Project Limited

## Trading as Meganandtinks

(Registration number: 10773197)

### Balance Sheet as at 31 December 2020

	Note	2020 £	2019 £
<b>Current assets</b>			
Debtors	10	1,339	2,072
Cash at bank and in hand		<u>80,028</u>	<u>44,960</u>
		81,367	47,032
<b>Creditors: Amounts falling due within one year</b>	11	<u>(492)</u>	<u>(492)</u>
<b>Net assets</b>		<u>80,875</u>	<u>46,540</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	12	45,264	20,728
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>35,611</u>	<u>25,812</u>
<b>Total funds</b>	12	<u>80,875</u>	<u>46,540</u>

For the financial year ending 31 December 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

The financial statements on pages 6 to 14 were approved by the trustees, and authorised for issue on ..... and signed on their behalf by:

.....  
Gerald Mulvaney  
Trustee

# Nottingham Narrow Boat Project Limited

## Trading as Meganandtinks

### Notes to the Financial Statements for the Year Ended 31 December 2020

#### 1 Accounting policies

##### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

##### **Statement of compliance**

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

##### **Basis of preparation**

Nottingham Narrow Boat Project Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

##### **Going concern**

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

##### **Exemption from preparing a cash flow statement**

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

##### **Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

##### **Grants receivable**

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

# Nottingham Narrow Boat Project Limited

## Trading as Meganandtinks

### Notes to the Financial Statements for the Year Ended 31 December 2020

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Government grants**

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Tangible fixed assets**

On 1 July 2018 the charity took ownership of two narrow boats, Megan and Tinkers Leen. The boats were transferred from Nottingham City Council for the sum of £1, and are to be used for the general charitable purposes of the charity. The boats will not be capitalised or depreciated within the financial statements.

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

# Nottingham Narrow Boat Project Limited

## Trading as Meganandtinks

### Notes to the Financial Statements for the Year Ended 31 December 2020

#### Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those grants for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### 2 Income from donations and legacies

	<b>Unrestricted funds</b>	<b>Total</b>	<b>Total</b>
	<b>General</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Grants, including capital grants;			
Government grants	6,413	6,413	-
Grants from other charities	6,000	6,000	10,000
	12,413	12,413	10,000

#### 3 Income from charitable activities

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total</b>	<b>Total</b>
	<b>General</b>	<b>funds</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Grants	-	61,188	61,188	20,542
Sales & fees	1,075	-	1,075	5,324
	1,075	61,188	62,263	25,866

#### 4 Grants & donations

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
National Lottery Community Fund - Reaching Communities (Meganandtinks)	-	61,188	61,188
The Jones 1986 Charitable Trust	5,000	-	5,000
Jessie Spencer Trust	1,000	-	1,000
HMRC (JRS)	3,260	-	3,260
Nottingham City Council	3,153	-	3,153
	12,413	61,188	73,601

# Nottingham Narrow Boat Project Limited

## Trading as Meganandtinks

### Notes to the Financial Statements for the Year Ended 31 December 2020

#### 5 Expenditure on charitable activities

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	General £	£	£	£
Boat & trip expenses	-	-	-	3,775
Insurances	-	2,493	2,493	1,398
License fees	-	1,261	1,261	704
Maintenance & utilities	-	8,822	8,822	3,008
Training	-	1,018	1,018	610
Advertising	-	1,331	1,331	554
Salaries	3,260	16,066	19,326	17,859
Staff expenses	-	34	34	98
Legal & professional	-	2,371	2,371	3,282
Administration	-	1,906	1,906	1,098
Office costs	429	480	909	371
Volunteer expenses	-	870	870	807
	<u>3,689</u>	<u>36,652</u>	<u>40,341</u>	<u>33,564</u>

#### 6 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

##### **Gerald Mulvaney**

£Nil (2019: £132) of expenses were reimbursed to Gerald Mulvaney during the year.

##### **Gary Bramley**

£285 (2019: £Nil) of expenses were reimbursed to Gary Bramley during the year.

##### **James Barron**

£55 (2019: £Nil) of expenses were reimbursed to James Barron during the year.

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

# Nottingham Narrow Boat Project Limited

## Trading as Meganandtinks

### Notes to the Financial Statements for the Year Ended 31 December 2020

#### 7 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2020 £	2019 £
Independent examination	410	410
Other financial services	273	249
	<u>683</u>	<u>659</u>

#### 8 Staff costs

The aggregate payroll costs were as follows:

	2020 £	2019 £
<b>Staff costs during the year were:</b>		
Wages and salaries	<u>19,326</u>	<u>17,859</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2020 No	2019 No
Average number of employees	<u>1</u>	<u>1</u>

No employee received emoluments of more than £60,000 during the year.

#### 9 Taxation

The charity is a registered charity and is therefore exempt from taxation.

#### 10 Debtors

	2020 £	2019 £
Prepayments	1,258	1,407
Other debtors	81	665
	<u>1,339</u>	<u>2,072</u>

## Nottingham Narrow Boat Project Limited

### Trading as Meganandtinks

#### Notes to the Financial Statements for the Year Ended 31 December 2020

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

	2020 £	2019 £
Other creditors	<u>492</u>	<u>492</u>

#### 12 Funds

	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Balance at 31 December 2020 £
<b>Unrestricted funds</b>				
<i>General</i>				
General fund	25,812	13,488	(3,689)	35,611
<b>Restricted funds</b>				
Building Capabilities	9,956	-	(1,525)	8,431
Meganandtinks (Reaching Communities)	<u>10,772</u>	<u>61,188</u>	<u>(35,127)</u>	<u>36,833</u>
<b>Total restricted funds</b>	<u>20,728</u>	<u>61,188</u>	<u>(36,652)</u>	<u>45,264</u>
<b>Total funds</b>	<u>46,540</u>	<u>74,676</u>	<u>(40,341)</u>	<u>80,875</u>
	Balance at 1 January 2019 £	Incoming resources £	Resources expended £	Balance at 31 December 2019 £
<b>Unrestricted funds</b>				
<i>General</i>				
General fund	10,488	15,324	-	25,812
<b>Restricted funds</b>				
Awards for All fund	2,703	-	(2,703)	-
Building Capabilities	12,000	-	(2,044)	9,956
Meganandtinks (Reaching Communities)	<u>19,047</u>	<u>20,542</u>	<u>(28,817)</u>	<u>10,772</u>
<b>Total restricted funds</b>	<u>33,750</u>	<u>20,542</u>	<u>(33,564)</u>	<u>20,728</u>
<b>Total funds</b>	<u>44,238</u>	<u>35,866</u>	<u>(33,564)</u>	<u>46,540</u>

# Nottingham Narrow Boat Project Limited

## Trading as Meganandtinks

### Notes to the Financial Statements for the Year Ended 31 December 2020

The specific purposes for which the funds are to be applied are as follows:

Meganandtinks(Reaching Communities) The Big Lottery has awarded £134,588 over three years to the Meganandtinks Project, including an initial £12,000 for Building Capabilities. The funding is for salaries and running costs.

#### 13 Analysis of net assets between funds

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>
	<b>General £</b>	<b>£</b>	<b>£</b>
Current assets	35,611	45,756	81,367
Current liabilities	-	(492)	(492)
Total net assets	<u>35,611</u>	<u>45,264</u>	<u>80,875</u>

  

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds at 31 December 2019</b>
	<b>General £</b>	<b>£</b>	<b>£</b>
Current assets	25,812	21,220	47,032
Current liabilities	-	(492)	(492)
Total net assets	<u>25,812</u>	<u>20,728</u>	<u>46,540</u>

#### 14 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

#### 15 Related party transactions

There were no related party transactions in the year.