REPORT OF THE TRUSTEES AND

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

FOR

THE COTTAGE COMMUNITY

Sargeant Partnership LLP Chartered Accountants 5 White Oak Square London Road Swanley Kent BR8 7AG

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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).

Incorporation

The charitable company was incorporated on 13 November 2018 and commenced trading on 1 April 2019.

OBJECTIVES AND ACTIVITIES

The objective of the charity is to enhance the personal choices and quality of life of elderly and vulnerable people primarily living at home within its area, through the provision of a day care centre, transport facilities, a disabled friendly shower room, daily meals delivery, shopping and other day trips and outings, together with advice and information and other connected facilities.

The Cottage Day Centre

This normally provides elderly and vulnerable clients who continue to live at home with a venue providing lunches from our five star rated kitchen and the opportunity to socialise and partake in a wide variety of activities including: book clubs, singing sessions, armchair exercise classes, bingo and other pastimes. However, throughout this year government covid regulations prevented the opening of the Cottage Day Centre and resources were diverted instead to the provision of a meals delivery service to clients' homes as well as keeping in contact with clients generally. The trustees are very proud of the CEO and her staff, most of whom worked at the Cottage throughout the year and were able to diversify their talents and maintain a connection with isolated clients despite the pandemic restrictions.

Minibus Services

Three minibuses are available for clients' transport which, together with the drivers, ensure that clients are transported safely to and from the Cottage Day Centre, to shopping trips and outings and other venues in normal times. As a consequence of the pandemic and government regulations the minibuses have instead been utilised to provide the meals delivery service throughout the year.

Meals Delivery

As indicated above, for this year meals delivery to client's homes was the predominant activity. Daily deliveries ranged from 25 to 35 providing a freshly cooked two course lunch. This popular service, which commenced in March 2020, will be retained even when day care is able to recommence.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

FINANCIAL REVIEW

Kent County Council (KCC) continued to provide the funding under a service agency agreement for the charity in this year. Additional funds came from Government initiated Covid related grants from KCC, Sevenoaks DC, other smaller grants, charges to clients and from our charity shop. Claims were also made under the Government's Coronavirus Job Retention Scheme and, as a precaution, the charity secured a 'Bounce Back Loan' to maintain finances in this period of diminished income.

The financial statements for the year ended 31 March 2021 follow this report and have been examined by The Sargeant Partnership LLP. The statements show that the charity incurred a surplus in the year of $\pounds 3,400$.

Local government funding for the type of services offered by The Cottage Community has tended to reduce in real terms in recent years and there is an increasing requirement for self - generated funding which the Trustees have constantly under review. Costs generally increased in the year in line with inflation, while for salaries the charity adopts the National Living Wage basis and these were increased accordingly in the year. The loss of income due to the need to close the Cottage premises to day care because of the coronavirus restrictions has largely been met by income from the meals delivery service which has proved very popular.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Constitution

The charity is registered with the Charity Commission and is a Charitable Incorporated Organisation (CIO) It has a written constitution dated 13 November 2019, which details the framework and parameters of our activities and objectives.

Method of Appointment or election of Trustees

The management of the charity is the responsibility of the Trustees who are appointed under the terms of the constitution. Trustees are recruited according to the skills and experience they can provide to obtain a competent and balanced management

Risk Management

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

Reserves Policy

In accordance with The Charity Commission recommendation and best practice, the charity held a minimum of six months operating costs in its reserves. Monies held in reserve are where appropriate, retained in a fixed rate deposit account.

REFERENCE AND ADMINISTRATIVE DETAILS Registered Company number CE015598 (England and Wales)

Registered Charity number 1180662

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

Registered office 100 Brands Hatch Park

Scratchers Lane Fawkham Kent DA3 8PU

Trustees

Mr J Kelly (Chair) Mr P Coleman Mr D Putman (Treasurer) Mr C Armstrong (Appointed 22 April 2020)

Chief Executive Officer

Ms A Dabb

Independent Examiner

Joanne Brown FCCA Sargeant Partnership LLP Chartered Accountants 5 White Oak Square London Road Swanley Kent BR8 7AG

Derek PUTMAN

D Putman - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE COTTAGE COMMUNITY

Independent examiner's report to the trustees of The Cottage Community ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

Joanne Brown

Joanne Brown FCCA Sargeant Partnership LLP Chartered Accountants 5 White Oak Square London Road Swanley Kent BR8 7AG

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds	Restricted funds	2021 Total funds	2020 Total funds as restated
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM Donations and legacies		92,663	12,911	105,574	6,427
Charitable activities General Service agreement		46,786 22,256	-	46,786 22,256	55,846 61,641
Other trading activities Investment income	2 3	- 1,264	-	- 1,264	6 1,210
Total		162,969	12,911	175,880	125,130
EXPENDITURE ON Charitable activities General Catering supplies		163,052	9,428	163,052 9,428	199,448
Other		-	-	-	8,353
Total		163,052	9,428	172,480	207,801
NET INCOME/(EXPENDITURE)		(83)	3,483	3,400	(82,671)
RECONCILIATION OF FUNDS					
Total funds brought forward As previously reported Prior year adjustment	8	672,219 (12,235)		672,219 (12,235)	742,655
As restated		659,984	-	659,984	742,655
TOTAL FUNDS CARRIED FORWARD		659,901	3,483	663,384	659,984

The notes form part of these financial statements

BALANCE SHEET 31 MARCH 2021

		Unrestricted funds	Restricted funds	2021 Total funds	2020 Total funds as restated
	Notes	£	£	£	£
FIXED ASSETS Tangible assets Investments	9 10	472,695 15,000	-	472,695 15,000	479,314 15,000
		487,695	-	487,695	494,314
CURRENT ASSETS Stocks Debtors Cash at bank and in hand	11 12	750 39,368 150,654	- 3,483	750 39,368 154,137	642 46,140 138,327
		190,772	3,483	194,255	185,109
CREDITORS Amounts falling due within one year	13	(5,316)	-	(5,316)	(19,439)
NET CURRENT ASSETS		185,456	3,483	188,939	165,670
TOTAL ASSETS LESS CURRENT LIABILITIES		673,151	3,483	676,634	659,984
CREDITORS Amounts falling due after more than one year	14	(13,250)	-	(13,250)	-
NET ASSETS		659,901	3,483	663,384	659,984
FUNDS Unrestricted funds Restricted funds	16			659,901 3,483	659,984
TOTAL FUNDS				663,384	659,984

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The notes form part of these financial statements

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BALANCE SHEET - continued 31 MARCH 2021

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) 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 each 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.

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

The financial statements were approved by the Board of Trustees and authorised for issue on $\frac{12}{10}$, $\frac{$

Derek PUTMAN

D Putman - Trustee

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

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 2019)', 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, with the exception of investments which are included at market value.

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 resources.

Tangible fixed assets

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

Freehold property	-	not provided
Improvements to property	-	25% per annum on reducing balance
Fixtures and fittings	-	25% per annum on reducing balance
Motor vehicles	-	25% per annum on reducing balance

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

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

Fund accounting

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

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

The trustees consider that there are restricted funds. These include the CF food grant and Coop grant.

The Capital Reserve is represented by the freehold property.

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES - continued

Grants receivable

Receipts by way of "grant" have been included in the Statement of Financial Activities (gross, no netting off) in accordance with the term of the grant and have not been recognised until the conditions for receipts have been complied with.

2. OTHER TRADING ACTIVITIES

	Fundraising events	2021 £	$\begin{array}{c} 2020\\ \text{as restated}\\ \pounds\\ \hline 6\\ \hline \hline \end{array}$
3.	INVESTMENT INCOME	2021	2020 as restated
	Deposit account interest	£ 1,264	£ 1,210

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
		as restated
	£	£
Independent examination fees	3,834	2,968
Depreciation - owned assets	13,509	17,111
Deficit on disposal of fixed assets	-	8,353
-		

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2021	2020
		as restated
Administration	9	10

No employees received emoluments in excess of £60,000.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted	Restricted	Total
	funds	funds	funds as restated
	£	£	£
INCOME AND ENDOWMENTS FROM	< 1 0 7		< 10 -
Donations and legacies	6,427	-	6,427
Charitable activities			
General	55,846	-	55,846
Service agreement	61,641	-	61,641
Other trading activities	6	-	6
Investment income	1,210	-	1,210
Total	125,130	-	125,130
EXPENDITURE ON			
Charitable activities			
General	199,448	-	199,448
Other	8,353		8,353
Total	207,801	-	207,801
NET INCOME/(EXPENDITURE)	(82,671)		(82,671)
RECONCILIATION OF FUNDS			
Total funds brought forward	742,655	-	742,655
TOTAL FUNDS CARRIED FORWARD	659,984		659,984

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

8. PRIOR YEAR ADJUSTMENT

A prior year adjustment has been made in respect to two motor vehicles that should have been disposed of in the 31/3/2020 accounts. This has resulted in an increase to the deficit of £12,235.

9. TANGIBLE FIXED ASSETS

		Improvements	Fixtures		
	Freehold	to	and	Motor	
	property	property	fittings	vehicles	Totals
	£	£	£	£	£
COST					
At 1 April 2020	431,019	30,885	10,690	22,195	494,789
Additions		1,890		5,000	6,890
At 31 March 2021	431,019	32,775	10,690	27,195	501,679
DEPRECIATION					
At 1 April 2020	-	7,721	2,668	5,086	15,475
Charge for year		6,185	2,005	5,319	13,509
At 31 March 2021	-	13,906	4,673	10,405	28,984
NET BOOK VALUE					
At 31 March 2021	431,019	18,869	6,017	16,790	472,695
	431,017	10,009	0,017	10,790	472,093
At 31 March 2020	431,019	23,164	8,022	17,109	479,314

10. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
MARKET VALUE At 1 April 2020 and 31 March 2021	15,000
NET BOOK VALUE At 31 March 2021	15,000
At 31 March 2020	15,000

There were no investment assets outside the UK.

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

11. STOCKS

	Stocks	2021 £ 750	2020 as restated £ 642
12.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
		2021	2020
			as restated
		£	£
	Trade debtors	1,244	2,205
	Other debtors	37,251	41,533
	Prepayments and accrued income	500	1,210
	Prepayments	373	1,192
		39,368	46,140
13.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
		2021	2020
			as restated
		£	£
	Bank loans and overdrafts (see note 15)	1,750	-
	Trade creditors	-	187
	Social security and other taxes	1,566	17,252
	Accruals and deferred income	2,000	2,000
		5,316	19,439

14.	CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR			
		2021	2020	
			as restated	
		£	£	
	Bank loans (see note 15)	13,250	-	

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

15. LOANS

An analysis of the maturity of loans is given below:

	2021	2020
	£	as restated £
Amounts falling due within one year on demand:		
Bank loans	1,750	-
Amounts falling between one and two years:		
Bank loans - 1-2 years	3,000	-
Amounts falling due between two and five years:	0.000	
Bank loans - 2-5 years	9,000	-
Amounts falling due in more than five years:		
Repayable by instalments:		
Bank loans more 5 yr by instal	1,250	-

16. MOVEMENT IN FUNDS

	At 1/4/20 £	Prior year adjustment £	Net movement in funds £	At 31/3/21 £
Unrestricted funds	2	æ	£	2
General fund	241,200	(12,235)	(83)	228,882
Capital Reserve	431,019		_	431,019
	672,219	(12,235)	(83)	659,901
Restricted funds COOP grant	-	-	3,483	3,483
TOTAL FUNDS	672,219	(12,235)	3,400	663,384
TOTAL FUNDS	672,219	(12,235)	3,400	

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

16. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	162,969	(163,052)	(83)
Restricted funds			
CF food grant	9,428	(9,428)	-
COOP grant	3,483		3,483
	12,911	(9,428)	3,483
TOTAL FUNDS	175,880	(172,480)	3,400

Comparatives for movement in funds

		Net	
	At 1/4/19 £	movement in funds £	At 31/3/20 £
Unrestricted funds			
General fund	311,636	(82,671)	228,965
Capital Reserve	431,019		431,019
	742,655	(82,671)	659,984
TOTAL FUNDS	742,655	(82,671)	659,984

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	125,130	(207,801)	(82,671)
TOTAL FUNDS	125,130	(207,801)	(82,671)

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

16. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

		Prior	Net	
		year	movement	At
	At 1/4/19	adjustment	in funds	31/3/21
	£	£	£	£
Unrestricted funds				
General fund	311,636	(12,235)	(82,754)	216,647
Capital Reserve	431,019	-	-	431,019
		<u> </u>		
	742,655	(12,235)	(82,754)	647,666
Restricted funds				
COOP grant	-	-	3,483	3,483
				·
TOTAL FUNDS	742,655	(12,235)	(79,271)	651,149

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	288,099	(370,853)	(82,754)
Restricted funds			
CF food grant	9,428	(9,428)	-
COOP grant	3,483	-	3,483
	12,911	(9,428)	3,483
TOTAL FUNDS	301,010	(380,281)	(79,271)

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

17. RELATED PARTY DISCLOSURES

At 31st March 2021 the charity was owed £37,251 (2020: £41,454) by it's subsidiary company RACDV Sales Limited.

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

FOR THE TEAK ENDED 51 MAKCH 2021	2021	2020
	£	as restated £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations Grants	22,398 83,176	817 5,610
	105,574	6,427
Other trading activities Fundraising events	-	6
Investment income Deposit account interest	1,264	1,210
Charitable activities		
Service agreements	22,256	61,641
Income from client services	46,786	55,846
	69,042	117,487
Total incoming resources	175,880	125,130
EXPENDITURE		
Charitable activities		
Wages	106,897	118,841
Establishment costs	7,971	9,579
Travel	-	173
Vehicle running and leasing	17,193	26,042
Catering supplies Sundries	13,602 5,368	7,590 14,598
Improvements to property	6,185	7,721
Fixtures and fittings	2,005	2,668
Motor vehicles	5,319	6,722
	164,540	193,934
Other		
Loss on sale of tangible fixed assets	-	8,353

Support costs

This page does not form part of the statutory financial statements

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	2021	2020 as restated
	£	£
Support costs		
Governance costs		
Auditors' remuneration	3,834	2,968
Accountancy and legal fees	4,106	2,546
	7,940	5,514
Total resources expended	172,480	207,801
Net income/(expenditure)	3,400	(82,671)

This page does not form part of the statutory financial statements