

**REGISTERED COMPANY NUMBER: 05771984 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1122566**

Report of the Trustees and  
Financial Statements for the Year Ended 31st March 2021  
for  
Riverside Community Resource Trust

Beak Kemmenoe  
Chartered Accountants  
1-3 Manor Road  
Chatham  
Kent  
ME4 6AE

Riverside Community Resource Trust

Contents of the Financial Statements  
for the year ended 31st March 2021

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	Page
Report of the Trustees	1 to 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6 to 7
Notes to the Financial Statements	8 to 15
Detailed Statement of Financial Activities	16 to 17

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Report of the Trustees  
for the year ended 31st March 2021

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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 31st 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).

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

The Charity's principal objective is to provide community facilities for local organisations and groups. The charity is run by the trustees.

The charity has a business action plan in place which details the main objectives of the charity. This is then broken down further into action points and when it is anticipated these action points will be addressed. The main objectives of the charity are:

- Develop marketing of the Trust's opportunities and facilities.
- Develop the Trust's reputation through marketing opportunities.
- Develop the Trust's financial viability.
- Develop the quantum of secondary spend by Trust customers.
- Develop staff & directors to support Trust's Marketing & Financial Plans.

### **Public benefit**

The trustees have referred to the guidance in the Charity Commission & general guidance on public benefit when reviewing their aims and objectives and in planning future activities. In particular the trustees regularly consider how planned activities will contribute to the aims and objectives that have been set.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission for England and Wales.

## **ACHIEVEMENT AND PERFORMANCE**

### **Charitable activities**

Unquestionably, this has been the most difficult year many of us have faced putting Riverside and our community in completely uncharted territory. As the centre is based upon in-person gatherings, meetings and training when people began to quarantine at home, we immediately lost all of our scheduled events and booking from April onwards.

Throughout, we have worked with all of our users to support them through this year, from opening the centre so Foodbank can deliver their service to assisting others with guidance on their COVID health and safety measures. Despite 12 months of business interruption we enter 2021 on a positive and the ability to fully open our doors to welcome everyone back.

Our staff have been amazing, which while not surprising, has certainly been welcome. Analysing the needs of the business it is unfortunate that one position within the organisation was made redundant.

We will continue to follow all government policies and guidelines to ensure that the centre remains clean, hygienic and covid secure.

## **FINANCIAL REVIEW**

### **Financial position**

During the year total income of £121,756 was received. Expenditure of £139,669 was incurred bringing in a net deficit of £17,913.

### **Reserves policy**

The policy of the charity is to have an amount in reserves sufficient to cover at least six months of operating costs. Any funds above this amount may be reinvested into the organisation.

## **FINANCIAL REVIEW**

### **Going concern**

Trustees monitor the going concern of the charity on a regular basis. The trust has been very fortunate to have been in receipt of government funding and the furlough scheme throughout the last 12 months which alleviated concerns of the future of the organisation. Trustees will continuously monitor and scrutinise expenditure and work towards optimising income so the centre can return back to pre-COVID operation.

### **FUTURE PLANS**

The trust is due to receive a loss of income insurance claim which will assist in the charity regaining financial stability. Work has already started in areas of community engagement, one of the first events of 2021/22 is a summer fun event which is being funded by Gravesham Borough Council. Free adult education courses are to resume again as from September and a plan of children's activity sessions have been put in place.

We will continue to operate the centre following all government guidance, being prepared and proactive to any changes that need to be implemented. We will continue to maintain a healthy and safe working environment for both staff and users.

The catering unit has partially reopened with a basic menu. As the year continues the unit will open more and the menu expanded.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The organisation is a charitable company limited by guarantee and was set up for the provision of a community resource centre. It is governed by a memorandum and articles of association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

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

The power of appointing and removing trustees is vested by the members of the charity. The trustees have the power at any time to appoint any person to be a trustee either to fill a casual vacancy or as an additional trustee.

### **Induction and training of new trustees**

New trustees are invited to the centre for the day to see how the charity operates. They are also provided with the aims and objectives of the charity along with the last set of accounts. Each trustee is provided with a booklet "how to be a good trustee" and all have to sign an indemnity form. Training for both new and existing trustees is carried out on a periodic basis.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Registered Company number**

05771984 (England and Wales)

### **Registered Charity number**

1122566

### **Registered office**

The Riverside Centre  
Dickens Road  
Gravesend  
Kent  
DA12 2JY

Riverside Community Resource Trust

Report of the Trustees  
for the year ended 31st March 2021

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**Trustees**

L J Beven  
Mrs P Jefford  
Mrs S Whatmough  
A Ridgers  
Mrs C Stone  
D Mead

**Company Secretary**

L J Beven

**Independent Examiner**

Natalie Harrison  
ACA FCCA CTA TEP  
Beak Kemmenoe  
Chartered Accountants  
1-3 Manor Road  
Chatham  
Kent  
ME4 6AE

Approved by order of the board of trustees on 21 SEPTEMBER 2021 and signed on its behalf by:



.....  
L J Beven - Trustee

**Independent examiner's report to the trustees of Riverside Community Resource Trust ('the Company')**

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



Natalie Harrison  
ACA FCCA CTA TEP  
Beak Kemmenoe  
Chartered Accountants  
1-3 Manor Road  
Chatham  
Kent  
ME4 6AE

Date: 21 SEPTEMBER 2021

Riverside Community Resource Trust

Statement of Financial Activities  
for the year ended 31st March 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	49,146	-	49,146	2,040
<b>Charitable activities</b>					
Operational facilities at centre		72,575	-	72,575	180,505
Investment income	3	35	-	35	146
<b>Total</b>		121,756	-	121,756	182,691
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Operational facilities at centre		136,892	2,777	139,669	190,370
<b>NET INCOME/(EXPENDITURE)</b>		(15,136)	(2,777)	(17,913)	(7,679)
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		105,012	6,624	111,636	119,315
<b>TOTAL FUNDS CARRIED FORWARD</b>		89,876	3,847	93,723	111,636

The notes form part of these financial statements

Riverside Community Resource Trust

Balance Sheet  
31st March 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	8,788	3,576	12,364	19,821
<b>CURRENT ASSETS</b>					
Debtors	9	7,989	-	7,989	14,141
Cash at bank and in hand		79,742	271	80,013	83,931
		<u>87,731</u>	<u>271</u>	<u>88,002</u>	<u>98,072</u>
<b>CREDITORS</b>					
Amounts falling due within one year	10	(6,643)	-	(6,643)	(6,257)
<b>NET CURRENT ASSETS</b>		<u>81,088</u>	<u>271</u>	<u>81,359</u>	<u>91,815</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>89,876</u>	<u>3,847</u>	<u>93,723</u>	<u>111,636</u>
<b>NET ASSETS</b>		<u>89,876</u>	<u>3,847</u>	<u>93,723</u>	<u>111,636</u>
<b>FUNDS</b>	11				
Unrestricted funds				89,876	105,012
Restricted funds				<u>3,847</u>	<u>6,624</u>
<b>TOTAL FUNDS</b>				<u>93,723</u>	<u>111,636</u>

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

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

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 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.

The notes form part of these financial statements



Riverside Community Resource Trust

Balance Sheet - continued  
31st March 2021

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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 21 September '21 and were signed on its behalf by:



.....  
L J Beven - Trustee

The notes form part of these financial statements

## 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.

### **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.

Government grants in relation to revenue are recognised in income on a systematic basis over the periods in which the entity recognises the related costs for which the grant is intended to compensate.

### **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.

Fixtures and fittings	- 20% on cost
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### **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.

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

### **Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Notes to the Financial Statements - continued  
for the year ended 31st March 2021**2. DONATIONS AND LEGACIES**

	2021	2020
	£	£
Grants	49,146	2,040

Grants received, included in the above, are as follows:

	2021	2020
	£	£
Gravesham Borough Council	-	40
Kent County Council	-	2,000
Coronavirus Job Retention Scheme	38,953	-
Gravesham Borough Council Coronavirus Grant	10,193	-
	49,146	2,040

The charity has received a grant from the government in relation to the Coronavirus Jobs Retention Scheme in order to assist in keeping staff employed during the current pandemic.

The charity also received grants from its Local Authority, Gravesham Borough Council, providing financial support during the pandemic.

**3. INVESTMENT INCOME**

	2021	2020
	£	£
Deposit account interest	35	146

**4. NET INCOME/(EXPENDITURE)**

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

	2021	2020
	£	£
Depreciation - owned assets	7,457	8,482

**5. TRUSTEES' REMUNERATION AND BENEFITS**

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

**Trustees' expenses**

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

Riverside Community Resource Trust

Notes to the Financial Statements - continued  
for the year ended 31st March 2021

**6. STAFF COSTS**

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

	2021	2020
Charitable activities	<u>6</u>	<u>8</u>

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

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	40	2,000	2,040
<b>Charitable activities</b>			
Operational facilities at centre	180,505	-	180,505
Investment income	<u>146</u>	<u>-</u>	<u>146</u>
<b>Total</b>	180,691	2,000	182,691
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Operational facilities at centre	187,593	2,777	190,370
<b>NET INCOME/(EXPENDITURE)</b>	<u>(6,902)</u>	<u>(777)</u>	<u>(7,679)</u>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	111,914	7,401	119,315
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>105,012</u>	<u>6,624</u>	<u>111,636</u>

Notes to the Financial Statements - continued  
for the year ended 31st March 2021**8. TANGIBLE FIXED ASSETS**

	Other tangible fixed assets £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1st April 2020 and 31st March 2021	18,254	61,670	79,924
<b>DEPRECIATION</b>			
At 1st April 2020	13,501	46,602	60,103
Charge for year	2,377	5,080	7,457
At 31st March 2021	15,878	51,682	67,560
<b>NET BOOK VALUE</b>			
At 31st March 2021	2,376	9,988	12,364
At 31st March 2020	4,753	15,068	19,821

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Trade debtors	3,486	7,100
Prepayments and accrued income	4,503	7,041
	7,989	14,141

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Trade creditors	1,952	1,795
Social security and other taxes	558	-
Other creditors	-	2,040
Accruals and deferred income	4,133	2,422
	6,643	6,257

Riverside Community Resource Trust

Notes to the Financial Statements - continued  
for the year ended 31st March 2021

**11. MOVEMENT IN FUNDS**

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
<b>Unrestricted funds</b>			
General fund	104,952	(15,136)	89,816
Designated - Community Development	60	-	60
	<u>105,012</u>	<u>(15,136)</u>	<u>89,876</u>
<b>Restricted funds</b>			
Tesco Play Equipment	4,869	(2,377)	2,492
Tesco Funding	62	-	62
GBC Summer Activity Funding	93	-	93
KCC Kitchen Funding	1,600	(400)	1,200
	<u>6,624</u>	<u>(2,777)</u>	<u>3,847</u>
<b>TOTAL FUNDS</b>	<u>111,636</u>	<u>(17,913)</u>	<u>93,723</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	121,756	(136,892)	(15,136)
<b>Restricted funds</b>			
Tesco Play Equipment	-	(2,377)	(2,377)
KCC Kitchen Funding	-	(400)	(400)
	<u>-</u>	<u>(2,777)</u>	<u>(2,777)</u>
<b>TOTAL FUNDS</b>	<u>121,756</u>	<u>(139,669)</u>	<u>(17,913)</u>

Notes to the Financial Statements - continued  
for the year ended 31st March 2021**11. MOVEMENT IN FUNDS - continued****Comparatives for movement in funds**

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
<b>Unrestricted funds</b>			
General fund	107,772	(2,820)	104,952
Designated - Community Development	4,142	(4,082)	60
	<u>111,914</u>	<u>(6,902)</u>	<u>105,012</u>
<b>Restricted funds</b>			
Tesco Play Equipment	7,246	(2,377)	4,869
Tesco Funding	62	-	62
GBC Summer Activity Funding	93	-	93
KCC Kitchen Funding	-	1,600	1,600
	<u>7,401</u>	<u>(777)</u>	<u>6,624</u>
<b>TOTAL FUNDS</b>	<u>119,315</u>	<u>(7,679)</u>	<u>111,636</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	180,691	(183,511)	(2,820)
Designated - Community Development	-	(4,082)	(4,082)
	<u>180,691</u>	<u>(187,593)</u>	<u>(6,902)</u>
<b>Restricted funds</b>			
Tesco Play Equipment	-	(2,377)	(2,377)
KCC Kitchen Funding	2,000	(400)	1,600
	<u>2,000</u>	<u>(2,777)</u>	<u>(777)</u>
<b>TOTAL FUNDS</b>	<u>182,691</u>	<u>(190,370)</u>	<u>(7,679)</u>

Riverside Community Resource Trust

Notes to the Financial Statements - continued  
for the year ended 31st March 2021

**11. MOVEMENT IN FUNDS - continued**

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

	At 1.4.19 £	Net movement in funds £	At 31.3.21 £
<b>Unrestricted funds</b>			
General fund	107,772	(17,956)	89,816
Designated - Community Development	4,142	(4,082)	60
	<u>111,914</u>	<u>(22,038)</u>	<u>89,876</u>
<b>Restricted funds</b>			
Tesco Play Equipment	7,246	(4,754)	2,492
Tesco Funding	62	-	62
GBC Summer Activity Funding	93	-	93
KCC Kitchen Funding	-	1,200	1,200
	<u>7,401</u>	<u>(3,554)</u>	<u>3,847</u>
<b>TOTAL FUNDS</b>	<u><u>119,315</u></u>	<u><u>(25,592)</u></u>	<u><u>93,723</u></u>

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 £
<b>Unrestricted funds</b>			
General fund	302,447	(320,403)	(17,956)
Designated - Community Development	-	(4,082)	(4,082)
	<u>302,447</u>	<u>(324,485)</u>	<u>(22,038)</u>
<b>Restricted funds</b>			
Tesco Play Equipment	-	(4,754)	(4,754)
KCC Kitchen Funding	2,000	(800)	1,200
	<u>2,000</u>	<u>(5,554)</u>	<u>(3,554)</u>
<b>TOTAL FUNDS</b>	<u><u>304,447</u></u>	<u><u>(330,039)</u></u>	<u><u>(25,592)</u></u>



**12. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31st March 2021.

Riverside Community Resource Trust

Detailed Statement of Financial Activities  
for the year ended 31st March 2021

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>INCOME AND ENDOWMENTS</b>				
<b>Donations and legacies</b>				
Grants	49,146	-	49,146	2,040
<b>Investment income</b>				
Deposit account interest	35	-	35	146
<b>Charitable activities</b>				
Catering Income	451	-	451	35,568
Room Hire	70,581	-	70,581	141,156
Other Income	1,543	-	1,543	3,781
	<u>72,575</u>	<u>-</u>	<u>72,575</u>	<u>180,505</u>
<b>Total incoming resources</b>	121,756	-	121,756	182,691
<b>EXPENDITURE</b>				
<b>Charitable activities</b>				
Wages	97,007	-	97,007	113,577
Social security	2,360	-	2,360	4,314
Pensions	1,517	-	1,517	1,661
Rates and water	3,972	-	3,972	4,794
Insurance	925	-	925	880
Light and heat	10,433	-	10,433	14,026
Telephone	2,567	-	2,567	2,743
Postage and stationery	451	-	451	800
Advertising	154	-	154	222
Sundries	633	-	633	488
Repairs & Maintenance	8,308	-	8,308	10,435
Bank charges	69	-	69	60
Cleaning	437	-	437	1,528
Refuse	1,417	-	1,417	2,323
Uniform	-	-	-	50
Community development	-	-	-	4,533
Catering costs	203	-	203	17,480
Staff training	168	-	168	335
Plant and machinery	-	2,377	2,377	2,377
Fixtures and fittings	4,680	400	5,080	6,105
	<u>135,301</u>	<u>2,777</u>	<u>138,078</u>	<u>188,731</u>
<b>Support costs</b>				
<b>Management</b>				
Sundries	13	-	13	13
Carried forward	13	-	13	13

This page does not form part of the statutory financial statements

Riverside Community Resource Trust

Detailed Statement of Financial Activities  
for the year ended 31st March 2021

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>Management</b>				
Brought forward	13	-	13	13
Accountancy fees	738	-	738	762
	<u>751</u>	<u>-</u>	<u>751</u>	<u>775</u>
<b>Governance costs</b>				
Independent examiners' fees	840	-	840	864
	<u>136,892</u>	<u>2,777</u>	<u>139,669</u>	<u>190,370</u>
Total resources expended				
<b>Net (expenditure)/income</b>	<u>(15,136)</u>	<u>(2,777)</u>	<u>(17,913)</u>	<u>(7,679)</u>

This page does not form part of the statutory financial statements

