## **REGISTERED CHARITY NUMBER: 1157648**

Report of the Trustees and Unaudited Financial Statements for the Year Ended 31 March 2023 For Love's Farm Community Centre CIO

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## Report of the Trustees for the Year Ended 31 March 2023

The trustees present their report with the financial statements of the charity for the year ended 31 March 2023. 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 2015).

#### **OBJECTIVES AND ACTIVITIES**

#### Objectives and aims

To further or benefit the residents of Love's Farm housing development and the neighborhood without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

In reference with these objects, the trustees shall have the power to establish and secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

#### Significant activities

Making available a meeting room, hall, kitchen, foyer and garden for (non-profit, commercial or individual) hirers to organise activities or parties. Trustees to ensure that a wide range of activities is offered through their hirers, taking into account the charity objectives. Love's Farm House trustees also organise activities themselves to benefit the community.

#### Report of the Trustees for the Year Ended 31 March 2023

#### **Achieving objectives**

Like many organisations, Love's Farm House has continued to face a range of challenges throughout the year, including: the after-effects of the covid-19 pandemic; rising energy costs as a result of the ongoing war in Ukraine; price increases caused by higher inflation and the national cost of living crisis; as well as increasing maintenance costs as the building gets older.

Despite these challenges it has been possible to facilitate an almost full weekly timetable of activities run by regular hirers. The Bar Supervisor has worked hard to reinvigorate bar nights and introduce new events and exciting cocktails. This included reaching out to the local LGBTQ+ community. Many of our previous events returned, including the popular Halloween Disco, Christmas Volunteers' Party, Gin Lab, Back to School Disco and Valentine's Disco. The total number of attendees at these events amounted to 398. Throughout the year Love's Farm House hosted 61 Children's Parties, 11 Adult Parties and a Wedding Party. We were also finally able to reintroduce the Saturday Lazy Breakfast café at the end of April 2022 which has gone from strength to strength.

Our paid staff, including the General Manager, Caretakers and Bar staff have all worked extremely hard throughout the year to bring Love's Farm House back to life. Special thanks should also go to Tesco and GenCo Construction Services who repainted the hall for free while refurbishing the local Tesco Express.

Let's also not forget the valuable input from volunteers (including the Board of Trustees) who give up their time for free to provide activities and events and help to run Love's Farm House. It is estimated that volunteer time over the course of the year amounted to 1150 hours (averaging out at 20–25 hours per week). This is likely to be a conservative estimate as many of our dedicated staff and volunteers often go above and beyond.

#### **Performance**

For another year Love's Farm House has been unable to breakeven as a result of reduced revenue and rising costs caused by the factors already mentioned. The Board of Trustees deliberated long and hard about raising prices and hire fees to counter some of the increasing costs and tried to balance this against supporting hirers and the local community to bounce back after the pandemic and to cope with the cost-of-living crisis. This was made possible by drawing on reserves built up in previous years.

However, it has also been a very expensive year in terms of repairs and maintenance which amounted to £12k. This included £5.4k on heating and plumbing repairs, £3k on a replacement motor for the front doors, £1.8k on the garden, with the remainder going towards annual service contracts and ad hoc repairs.

Many challenges remain in terms of generating sufficient revenue to cover increased costs and ensuring that Love's Farm House is sustainable into the future. While we produce an annual budget and monitor our actual performance against this very closely throughout the year, it has been extremely difficult to predict the range of financial uncertainties experienced over the last few years.

### Love's Farm Community Centre CIO Report of the Trustees for the Year Ended 31 March 2023

#### Performance (Continued)

We are currently in the early stages of identifying a rolling programme of maintenance and repair issues for the building so that we can plan and develop funding strategies to implement these. The Events Team have also been working hard to introduce new ways of raising revenue by developing exciting new events with a diverse appeal.

However, it is important to note that, as national and global financial uncertainties are likely to remain for the foreseeable future, the next 2 years will be key in determining whether Love's Farm House can breakeven and continue to deliver for the local community.

Mark Kipping Treasurer

#### Love's Farm Community Centre CIO Report of the Trustees for the Year Ended 31 March 2023

#### **Financial Review**

#### Summary of fund performance

Total unrestricted fund income for the year was £110,859 (2022: £109,748) and total unrestricted fund expenditure was £125,039 (2022: £115,007). This resulted in an excess of unrestricted expenses over income of £14,180 (2022: £5,259). The balance of unrestricted reserves at the year-end was £44,616 (2022: £58,796). Total restricted fund expenditure was £250 (2022:£nil) and the balance of restricted reserves at the year-end was £13 (2022: £263).

#### **Reserves Policy**

The Reserves Policy of Love's Farm Community Centre CIO aims to maintain the long-term financial stability of the charity and to ensure that it is in a financial position to keep Love's Farm House (the "Building") in good and substantial repair, in order to achieve the Charity's purpose of managing the building for the benefit of the community.

The Trustees of Love's Farm House reviewed and re-adopted the Reserves Policy on the 4<sup>th</sup> January 2023.

#### **Operating Reserve Fund**

Operating reserves (3 months' average expenditure) - £20,000

#### **Repairs and Maintenance Reserve Fund**

The Repairs and Maintenance Reserve Fund shall contain the estimated amount necessary to cover the cost of ongoing maintenance, repairs and replacement of the flooring, decoration, furniture, kitchen equipment and Office IT equipment of the building over the life expectancy of these items. The specific figure shall be calculated and reviewed by the Operations Team of the Board of Trustees and approved by the Board of Trustees of the Charity annually.

#### Significant expenditure

Heating and plumbing repairs amounted to £5,399 during the year. This included repairs to rusted pipework, leaking toilet repairs, replacement heating pump and call out fees. Other costs included repairs to the garden fence (£1488) and a replacement motor for the front doors (£2,999).

#### Management of funds

The Trustees are kept informed of the Charity's finances at monthly trustee meetings, and the operations team pay particular attention to monthly income, expense, projected budgets, and financial risk. All trustees share the responsibility to ensure that the charity is solvent, which in combination with meeting their objectives is their utmost priority.

# Report of the Trustees for the Year Ended 31 March 2023

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a charitable incorporated organisation (CIO).

#### Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

#### REFERENCE AND ADMINISTRATIVE DETAILS

#### **Registered Charity number 1157648**

#### **Principal address**

17 Kester Way, Love's Farm, St Neots, Cambridgeshire PE19 6SL

#### **Trustees**

Mr R Gompelman Ms E Lovelock Dr M Russo

Mr A Cronin

Resigned 4th May 2022

Mr A Hill

Mr M. Kipping

Mr C. Findlay

Resigned 12th January 2023

Ms S Hatt

Ms L Davenport-Ray

Mr A McKenzie

Mrs. R. Bundy

Appointed 11<sup>th</sup> November 2022

Mrs Z. Lancet

Appointed 11th November 2022

#### Independent examiner

Stephen Farra, ACCA, Maurice J. Bushell & Co. Ltd. Units 4 & 5, Brightwell Barns, Waldringfield Road, Brightwell, Ipswich, IP10 OBJ.

Approved by order of the board of trustees on 1444 October 2023.... and signed on its behalf by:

# Independent Examiner's Report to the Trustees of Love's Farm Community Centre CIO

I report on the accounts for the year ended 31 March 2023 set out on pages six to fourteen.

#### Respective responsibilities of trustees and examiner

The charity's trustees 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(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

#### Basis of the independent examiner's report

My examination was carried out in accordance with the 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 you as 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 statements 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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act 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.

MJR AVONE,
Stephen Farra

ACCA
Maurice J. Bushell & Co Ltd.,
Units 4 & 5, Brightwell Barns,
Waldringfield Road, Brightwell
Ipswich, United Kingdom
IP1O 0BJ

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Date.	

## Love's Farm Community Centre CIO Statement of Financial Activities for the Year Ended 31 March 2023

	Notes	Unrestric -ted funds £	Restricted funds	2023 Total funds	2022 Total funds
INCOME AND ENDOWMENTS FROM		2	<i>a</i> .	2	<b>~</b>
Donations and legacies	•	40,000	-	40,000	57,613
Charitable activities	2	70,859		70,859	52,135
Total		110,859	-	110,859	109,748
EXPENDITURE ON:					
Raising funds	3	84,051	-	84,051	71,366
Charitable activities		40,988	250	41,238	43,641
Total		125,039	250	125,289	115,007
NET INCOME		(14,180)	(250)	(14,430)	(5,259)
Transfers between funds	12				
Net movement in funds		(14,180)	(250)	(14,430)	(5,259)
RECONCILIATION OF FUNDS					
Total funds brought forward		58,796	263	59,059	64,318
TOTAL FUNDS CARRIED FORWARD		44,616	13	44,629	59,059

## **CONTINUING OPERATIONS**

All income and expenditure have arisen from continuing activities.

### Balance Sheet At 31 March 2023

		Unrestricted funds	Restricted funds	2023 Total funds	2022 Total funds
	Notes		£	£	£
FIXED ASSETS Tangible assets	7	8,076	_	8,076	16,017
CURRENT ASSETS Stocks Debtors Prepayments and accrued income Cash at bank	8 9 10	2,500 1,453 2,097 33,466 39,516	- - - 13 13	2,500 1,453 2,097 33,479 39,529	2,400 426 2,097 42,299 47,222
CREDITORS Amounts falling due within one year	11	(2,976)		(2,976)	(4,180)
NET CURRENT ASSETS		36,540	13	36,553	43,042
TOTAL ASSETS LESS CURRENT LIABILITIES		-	-	_	_
NET ASSETS		44,616	13	44,629	59,059
FUNDS					
Unrestricted funds Restricted funds	12			44,616	58,796 263
TOTAL FUNDS				44,629	59,059

The financial statements were approved by the Board of Trustees on .4. OCT. 2023 and were signed on its behalf by:

P.P M. huppy

Mr A Hill - Chair of Trustees

## Notes to the Financial Statements for the Year Ended 31 March 2023

## 1. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charity, 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 Charities Act 2011. 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.

#### **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 Computer equipment - 20% on cost Equipment - 10% on cost

#### 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 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.

# Notes to the Financial Statements - continued for the Year Ended 31 March 2023

#### 1. ACCOUNTING POLICIES - continued

#### Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the period of the lease.

#### 2. Charitable activities

	2023 £	2022 £
Fundraising events	-	-
Bar and cafe income	22,479	8,335
Hiring income	46,425	43,490
Other income	1,955	310
	70,859	52,135

#### 3. RAISING FUNDS

#### Charitable activities

2023	2022
£	£
2,400	250
9,026	3,618
(2,500)	(2,400)
40,000	40,000
6,199	5,619
1,336	1,166
12,635	7,371
1,392	1,212
5,622	6,271
7,941	8,259
84,051	71,366
	2,400 9,026 (2,500) 40,000 6,199 1,336 12,635 1,392 5,622 7,941

### 4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

# Notes to the Financial Statements - continued for the Year Ended 31 March 2023

#### 5. STAFF COSTS

During the year, the amount of voluntary work was 20-25 hours per week on average relating to management and cafe.

## 6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	57,613	-	57,613
Charitable activities	$\frac{52,135}{109,748}$	<u>-</u>	52,135 109,748
Total	105,710		105,770
EXPENDITURE ON			
Raising funds	71,366	_	71,366
Raising funds	71,500		71,300
Other	43,641		43,641
Total	115,007	-	115,007
NET INCOME	(5,259)	_	(5,259)
Transfer between funds	(501)	<u>501</u>	=
	( <b>-</b> - co)	<b>701</b>	(5.050)
Net movement in funds	(5,760)	501	(5,259)
RECONCILIATION OF FUNDS			
T - 10 - 1 - 1 - 1 - 1			
Total funds brought forward	64,556	(238)	64,318
	_04,550	(230)	04,518
Total funds carried forward	<u>58,796</u>	<u>263</u>	59,059

# Notes to the Financial Statements - continued for the Year Ended 31 March 2023

7.	TANGIBLE FIXED ASSETS	Fixtures and fittings £	Equipment £	Totals £
	COST	_	-	-
	At 1 April 2022	47,036	27,358	74,394
	Additions			
	At 31 March 2023	47,036	27,358	74,394
	DEPRECIATION At 1 April 2022 Charge for year	40,094 5,097	18,283 _ 2,844	58,377 7,941
	At 31 March 2023	45,191	21,127	66,318
	NET BOOK VALUE			
	At 31 March 2023	1,845	6,231	8,076
	At 31 March 2022	6,942	9,075	16,017
8.	STOCKS			
			2023	2022
	Stocks		£ 2,500	£ 2,400
9.	DEBTORS: AMOUNTS FALLING DUE WITHIN O	ONE YEAR		
	Trade debtors		2023 £ 1,453	2022 £ 426
10.	Prepayments and accrued income			
			2022 £	2021 £
	Prepayments		2,097	2,097

# Notes to the Financial Statements - continued for the Year Ended 31 March 2023

11.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2023 £	2022 £	
	Other creditors	2,976	4,180	

#### 12. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	58,796	(14,180)	-	44,616
Restricted funds				
Launch festival	13	-	_	13
Youth Club	250	(250)	-	-
Town Council Grant	=	-		-
Wren Restricted	-	-	-	-
	263	(250)	-	13
TOTAL FUNDS	59,059	<u>(14,430</u> )		44,629

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	110,859	125,289	(14,430)
TOTAL FUNDS	110,859	125,289	(14,430)

#### 13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

#### 14. OPERATING LEASE

The building is owned by the Huntingdonshire District Council and the Charity has been granted thirty years rent-free lease. The value of the rent is considered to be £3,333 per month.

## **Detailed Statement of Financial Activities** for the Year Ended 31 March 2023

	1	
	2023 £	2022 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants – CJRS	-	5,811
Grants – rental income adjustment Grants – sundries	40,000	40,000
Grants – sundries		<u>11,802</u>
	40,000	57,613
Charitable activities		
Fundraising events	-	-
Bar and cafe income	22,479	8,335
Hiring income Other income	46,425 1,955	43,490 310
other meonic		
	70,859	52,135
Total incoming resources	110,859	109,748
EXPENDITURE		
Charitable activities		
Opening stock	2,400	250
Purchases	9,026	3,618
Rent	40,000	40,000
Cleaning Rates and water	6,199 1,336	5,619 1,166
Repairs and maintenance	12,635	7,371
Insurance	1,392	1,212
Light and heat	5,622	6,271
Donations  Description of the city of the	7.041	0.250
Depreciation of tangible fixed assets Closing stock	7,941 (2,500)	8,259 (2,400)
	84,051	71,366
Support costs Finance		
Bank charges	435	120
Information technology		
Telephone and internet	879	909
Computer costs Carried forward	963	1,022
Carried forward	1,842	1,931

# Detailed Statement of Financial Activities for the Year Ended 31 March 2023

	2023 £	2022 £
Information technology	-	
Brought forward	1,842	1,931
	1,842	1,931
Human resources	1,0 .2	1,551
Wages	35,438	37,363
Employers national insurance	(2,090)	-
Staff training	-	15
Pensions costs	411	<u>458</u>
	33,759	37,836
Other	33,737	37,030
Direct expenses	1,426	169
Postage and stationery	794	694
Sundries	554	523
Donations	3	· -
Advertising	250	
Subscriptions	148	773
Bad debts	<del>-</del>	
	3,175	2,159
Governance costs		
Accountancy and legal fees	2,027	1,595
Total resources expended	125,289	115,007
Net income	(14,430)	(5,259)