

REGISTERED COMPANY NUMBER: 05929370 (England and Wales)
REGISTERED CHARITY NUMBER: 1119911

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2015
FOR
ACTS TRUST

ACTS TRUST

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FOR THE YEAR ENDED 31 AUGUST 2015

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ACTS TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 AUGUST 2015

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 August 2015. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' Issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05929370 (England and Wales)

Registered Charity number

1119911

Registered office

22 Newland
LINCOLN
LN1 1XD

Trustees

Mr. D. Collier

Mrs. C. Williams

- resigned 9.6.15

Mr. D. I. Wade

- resigned 15.10.15

Dr. S. Crisp

Mr. N. J. Woodcock

Mrs. J. Blundell

Mrs S. Wade

- appointed 26.1.16

Company Secretary

Dr. S. Crisp

Independent examiner

P. T. Gallant F.C.A

12 Abbey Road

GRIMSBY

DN32 0HL

Bankers

Yorkshire Bank plc,

8 Guildhall Street

LINCOLN

LN1 1TT

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 8 September, 2006 and charitable status for the company was granted with effect from 3 July, 2007. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, all available funds shall go to a charitable cause.

Recruitment and appointment of new trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's articles are known as directors. The trustees seek to appoint persons who share the ethos of the charity to bring a balance of skills and strengths to the board.

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.

ACTS TRUST

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 AUGUST 2015**

OBJECTIVES AND ACTIVITIES

Objectives and aims

The core projects of the charity have continued to operate within two departments Energize and Restore and this has provided the realisation of the improved efficiency previously reported in our objective of reaching those in need in our community.

Restore focussed on the relief of poverty and social isolation in Lincoln, encompassing the advice and tangible aid given alongside Mentoring and Befriending.

Energize focussed on raising the aspirations of young people and providing them with positive experiences and role models.

There are no serious incidents to report.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

At the beginning of the report period the staffing team comprised three increasing to four full time employees and three part time staff increasing to five plus two apprentices. Two of the part time appointments were new posts of manager and administrator of Food Bank. Funding for these came from an external organisation who, as part of a collaboration, including ACTS Trust are expected to assume the management of the project fully by August 2016. The work of Energize was aided by a year out team of volunteers two of whom will continue for a further year under an apprentice scheme. The work of ACTS Trust involves 170 volunteers.

The activity of Restore has been at a similar level as last year. there were about 3,100 contact events, an increase of about 3%, and about 2,000 individuals were contacted, about the same as last year. The number of people contacting Food Bank was little changed but remained the project reaching the most people followed by Restore Centre and CAP Debt. The local Anglican and Methodists have joined with ACTS to manage and fund Food Bank in Lincoln. It is expected that they will take over the management fully by August 2016 but they are contributing to the running cost. Two additional distribution centres were established in the north of the city, though one closed as it failed to be used sufficiently. The clothes distribution of Restore was relocated at the reopened St Swithin's Anglican church and renamed Restore Clothing Bank. The leader of Butterflies has pioneered this project for Alive Church Hykeham but is not part of ACTS Trust. A further Butterflies project has been launched by Wymondham Alive Church. Other churches have expressed an interest in the project and are likely to establish it within their fellowships. It is a gratifying development to see this project having an influence beyond our geographical boundaries.

Twenty two students attended the Job Club and all except one completed the course. Two found employment, four went on to further training and four became volunteers. This performance is well above national averages. Our performance of CAP debt advice also has been above regional and national averages. The furniture project gave away 450 items of furniture, known as Furniture Aid. Sales of furniture failed to meet its target. This aspect is being kept under review. It has been possible to secure funding for a part time supervisor and an employee under a Community Work Placement scheme. In addition it has been able to offer 15 man days per week to volunteers to help them get into work. These resources have led to the manufacture and upcycling of furniture for sale.

The activities of Energize can be subsumed into four types: school work, the running of community clubs, holiday schemes and sundry large events. Work has been carried out in nine school and six community clubs. The community clubs work is increasing. One function that is run in some schools and some community clubs is the Engage Course, a self-esteem programme. This normally runs for groups of twelve pupils over six sessions. One school has set the target of putting every pupil through this course. Another activity Lift is a one-to-one scheme to support pupils with particular needs. This and the Engage Course increase the depth of involvement to balance larger group activities. Summer scheme were run in nine areas. There was also holiday schemes run in several estates during the Easter and May half-term holidays. The total number of contacts and contact events is very close to the previous report period.

FINANCIAL REVIEW

Reserves policy

The Trustees have examined the Charity's requirement for reserves in light of the main risks to the organisation. It has established a policy to keep this under review.

The Incoming resources for the year amounted to £214,495 (2014- £171,131) and the outgoing resources for the year amounted to £210,920 (2014-£164,779) resulting in a surplus of £3,575 (2014- £6,352).

ACTS TRUST

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 AUGUST 2015**

FUTURE DEVELOPMENTS

The current projects will be maintained and respond to changing demands and circumstances as necessary.

Through the Cinnamon Network five churches have expressed an interest in the concept of Restore Centre. We will be giving them advice about this and there is the possibility that some of the time required for this will be given on a repayment basis. We have started pilot schemes in two churches.

A target has been set to achieve monthly sales receipts of £2.5k for the furniture project.

Restore Centre will recruit more mentors so a more flexible service can be offered. This will provide choice of time and place of meetings to clients.

We will respond to the recommendation of the CAP area manager to run multiple projects. An overseer and separate debt centre manager are available.

£2000 has been awarded to establish a male version of a Butterflies project.

A day Restore Conference will be held in September. It is expected that about 70 will attend and the evening meal will augment this number with guests.

It is planned to open two Food Bank distribution centres south of the city.

PUBLIC BENEFIT

We have complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the Commission when reviewing our aims and objectives and in planning future activities. In particular, the Directors/Trustees consider how planned activities will contribute to the aims and objectives they have set.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of ACTS Trust for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

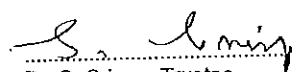
Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 23.05.16 and signed on its behalf by:


Dr. S. Crisp - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ACTS TRUST**

I report on the accounts for the year ended 31 August 2015 set out on pages five to nine.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, 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 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities
- 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.

P. T. Gallant F.C.A
12 Abbey Road
GRIMSBY
DN32 0HL



Date: 23 May 2016

ACTS TRUST

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2015**

	Notes	Unrestricted fund £	Restricted fund £	31.8.15 Total funds £	31.8.14 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		-	84,876	84,876	49,539
Activities for generating funds	2	-	3,398	3,398	25,748
Incoming resources from charitable activities					
Core		56,283	69,938	126,221	95,844
Total incoming resources		<u>56,283</u>	<u>158,212</u>	<u>214,495</u>	<u>171,131</u>
RESOURCES EXPENDED					
Charitable activities					
Core		59,188	150,813	210,001	163,892
Governance costs		919	-	919	887
Total resources expended		<u>60,107</u>	<u>150,813</u>	<u>210,920</u>	<u>164,779</u>
NET INCOMING/(OUTGOING) RESOURCES		<u>(3,824)</u>	<u>7,399</u>	<u>3,575</u>	<u>6,352</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>64,766</u>	<u>-</u>	<u>64,766</u>	<u>58,414</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>60,942</u></u>	<u><u>7,399</u></u>	<u><u>68,341</u></u>	<u><u>64,766</u></u>

The notes form part of these financial statements

ACTS TRUST
BALANCE SHEET
AT 31 AUGUST 2015

	Notes	Unrestricted fund £	Restricted fund £	31.8.15 Total funds £	31.8.14 Total funds £
FIXED ASSETS					
Tangible assets	6	4,324	-	4,324	4,832
CURRENT ASSETS					
Debtors	7	30,573	-	30,573	38,652
Cash at bank and in hand		33,562	7,399	40,961	40,117
		<u>64,135</u>	<u>7,399</u>	<u>71,534</u>	<u>78,769</u>
CREDITORS					
Amounts falling due within one year	8	(7,517)	-	(7,517)	(18,835)
NET CURRENT ASSETS		<u>56,618</u>	<u>7,399</u>	<u>64,017</u>	<u>59,934</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>60,942</u>	<u>7,399</u>	<u>68,341</u>	<u>64,766</u>
NET ASSETS		<u>60,942</u>	<u>7,399</u>	<u>68,341</u>	<u>64,766</u>
FUNDS	9				
Unrestricted funds				60,942	64,766
Restricted funds				7,399	-
TOTAL FUNDS				<u>68,341</u>	<u>64,766</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2015.


The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 August 2015 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.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 23.05.16 and were signed on its behalf by:


Dr. S. Crisp -Trustee

ACTS TRUST

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 AUGUST 2015**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary income is received by the way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants are recognised when the charity becomes unconditionally entitled to the grant.

Incoming resources from charitable activities are received by way of fees for the provision of services and are included in full in the Statement of Financial Activities when receivable.

Resources expended

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.

Charitable activities' expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirement of the charity and also those related to strategic management.

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	- 25% Reducing Balance
Motor vehicles	- 25% Reducing Balance
Computer equipment	- 25% Straight Line

Fixed assets are not capitalised if they cost less than £500.

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.

2. ACTIVITIES FOR GENERATING FUNDS

	31.8.15	31.8.14
	£	£
Fundraising	<u>3,398</u>	<u>25,748</u>

3. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	31.8.15	31.8.14
	£	£
Depreciation - owned assets	<u>1,670</u>	<u>1,719</u>

ACTS TRUST

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31 AUGUST 2015**

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2015 nor for the year ended 31 August 2014.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2015 nor for the year ended 31 August 2014.

5. STAFF COSTS

	31.8.15	31.8.14
	£	£
Wages and salaries	107,781	68,645
Social security costs	5,160	2,709
	<u>112,941</u>	<u>71,354</u>

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

	31.8.15	31.8.14
	6	4
Core Staff	<u>6</u>	<u>4</u>

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

6. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
COST				
At 1 September 2014	2,562	3,800	4,184	10,546
Additions	-	-	1,162	1,162
At 31 August 2015	<u>2,562</u>	<u>3,800</u>	<u>5,346</u>	<u>11,708</u>
DEPRECIATION				
At 1 September 2014	1,006	2,063	2,645	5,714
Charge for year	389	434	847	1,670
At 31 August 2015	<u>1,395</u>	<u>2,497</u>	<u>3,492</u>	<u>7,384</u>
NET BOOK VALUE				
At 31 August 2015	<u>1,167</u>	<u>1,303</u>	<u>1,854</u>	<u>4,324</u>
At 31 August 2014	<u>1,556</u>	<u>1,737</u>	<u>1,539</u>	<u>4,832</u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.15	31.8.14
	£	£
Trade debtors	27,095	35,324
Other debtors	3,478	3,328
	<u>30,573</u>	<u>38,652</u>

ACTS TRUST

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 AUGUST 2015

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.15	31.8.14
	£	£
Trade creditors	4,639	16,663
Taxation and social security	2,048	1,360
Other creditors	830	812
	<u>7,517</u>	<u>18,835</u>

9. MOVEMENT IN FUNDS

	At 1.9.14 £	Net movement in funds £	At 31.8.15 £
Unrestricted funds			
General fund	64,766	(3,824)	60,942
Restricted funds			
Restricted funds	-	7,399	7,399
	<u>64,766</u>	<u>3,575</u>	<u>68,341</u>
TOTAL FUNDS			

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	56,283	(60,107)	(3,824)
Restricted funds			
Restricted funds	158,212	(150,813)	7,399
	<u>214,495</u>	<u>(210,920)</u>	<u>3,575</u>
TOTAL FUNDS			

Included within restricted funds are the following:

The Food Bank Fund provides basic provisions to those people in need in the Lincoln area.

The Butterflies fund is to provide respite for women.

10. ULTIMATE CONTROLLING PARTY

Ultimate control of the charity is held by the Trustees.