

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	01	April	2015	To	31	March	2016

## Reference and administration details

Charity name	SGA Community Services Ltd		
Other names charity is known by	SGA		
Registered charity number	1119486		
Charity's principal address	54 St James Street		
	Liverpool		
	Merseyside	Postcode L1 0AB	

## Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lesley Maloney	54 St James Street Liverpool L1 0AB	1/04/2015- 31/03/2016	
2	Ismael Borrego	54 St James Street, Liverpool L1 0AB	1/04/2015- 24/03/2016	
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## Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

## Structure, governance and management

Type of governing document

Constitution and constituted by association

Trustee recruitment and appointment

Elected from membership:

SGA Community Services Ltd is a charitable voluntary organisation governed by a constitution; it is also a registered company Limited by guarantee. Each year at the general meeting, elections for trustees are held. Appointment of new trustees can be from former trustees or individuals showing an interest in the work of the charity, who are willing to serve the objectives of SGA Community Services Ltd.

## Objectives and activities

Charitable purposes

The Objects:

The Association's objects (the Objects) are

"To advance education and training and to relieve poverty, in particular but not exclusively amongst Africans through the provision of English classes, translation services to speakers of other languages, computer courses and training, an internet café and such other means as the trustees deem fit."

Summary of the main activities in relation to these objects

SGA Community Services has achieved these in the financial year in question: by providing introduction to basic ITC and ESOL provision to meet the needs of local community groups. SGA Community Services Ltd has been instrumental in initiating the skills for work programme to address high levels of unemployment within the local community.



## Achievements and performance

### Summary of the main achievements of the charity during the financial period

Considering the continuation of austerity measures and high levels of funding cuts: SGA Community Services have achieved the following objectives during this financial year: the introduction to basic ITC and ESOL provision has aided and facilitated 30 local community members to improve their computer and literacy skills in order to gain employment opportunities.

The skills for work programme and community creativity & innovation project has contributed in improving local unemployed community member's chances of obtaining employment: 8 service users have gained employment as a result of attending the skills for work provision. 3 service users have embarked upon creating and running their own businesses. 95% of service users have increased literacy levels as a result of attending the outreach family learning/literacy provision.

## Financial review

### Brief statement of the charity's policy on reserves

The Trustees have set a reserves policy to take effect at the next financial year which requires:- Reserves are maintained at a level which ensures that 6 months of organisation's core activity could continue during a period of unforeseen difficulty for the current year this is estimated to equate to £1,000 . - A proportion of reserves are maintained in are readily realisable form. A decision has been taken to develop a designated reserve of £1,000. For the purpose of ensuring that the running costs of the organisation are met.

The trustees consider that for a small charity like SGA Community Services Ltd this reserve is currently at a reasonable level.



However, as the charity grows, the trustees have also resolved that the reserve level should be increased to £2,200 for the 2016-2017 financial year in order to cover the risks associated with increased running costs of future community education, training projects and development and promotion of social enterprise ventures.

**Details of any deficit**

None

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## APPENDIX 1

### Other optional information

The Trustees and Directors are responsible for preparing the Trustees Annual Report and the Financial Statements in accordance with applicable law and regulations. The Financial Statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing these Financial Statements, the Trustees and directors are required to:

- select suitable accounting policies and then apply them consistently;
  - 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 charity will continue in operation.
  - The Trustees and Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the Financial Statements comply with Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the
  - Prevention and detection of fraud and other irregularities.

### Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

I. Borrego

LESLEY MALONEY



<b>Full name(s)</b>	Ismael Borrego	Lesley Maloney
<b>Position (e.g. Chair)</b>	Trustee	Trustee
<b>Date</b>	12/12/2016	

SGA COMMUNITY SERVICES LTD  
(A Company limited by guarantee)

Company Registration Number:- 05395037

FINANCIAL STATEMENTS

PERIOD ENDED 31ST MARCH 2016

SGA COMMUNITY SERVICES LTD

(A Company limited by guarantee)

REPORTS AND FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31ST MARCH 2016

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## SGA COMMUNITY SERVICES LTD

(A Company limited by guarantee)

### DIRECTORS' REPORT FOR THE PERIOD ENDED 31ST MARCH 2016

The director presents his annual report and financial statements of the company for the 12 months ended 31st March 2016.

#### PRINCIPAL ACTIVITIES AND BUSINESS REVIEW

The Company was incorporated on 16th March 2005 and commenced trading on 1st April 2005.

The Principal activities of the Company during the period were the undertaking of charitable activities in areas of education and training of people in UK and worldwide.

The Company is registered as a charity in the UK, Charity Number 1119486. The Company is constituted as a company limited by guarantee and not having a share capital, and is therefore governed by a Memorandum and Articles of Association.

#### RESULTS

The results are shown in the Statement of Financial Activities on page 5. During the accounting period 01/04/15 to 31/03/16 the organisation received donations.

#### DIRECTORS

The director who served during the period was:-

	Appointed
Anthony Hopkins	1 <sup>st</sup> September 2008

#### STATEMENT OF DIRECTORS' RESPONSIBILITIES

Company law requires the director to prepare accounts for each financial year which give a true and fair view of the financial activities of the company and of its financial position for that year. In preparing those financial statements, the director is required to:-

- { Select suitable accounting policies and then apply them consistently.
- { Make judgements and estimates that are reasonable and prudent.
- { State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts.
- { Prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The director is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with Companies Act 2006. He is also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



SGA COMMUNITY SERVICES LTD  
(A Company limited by guarantee)

DIRECTORS' REPORT FOR THE PERIOD  
ENDED 31ST MARCH 2016

SMALL COMPANY EXEMPTIONS

In preparing the Director's report, the director has taken advantage of the special exemptions conferred by section 477 of the Companies Act 2006 on the basis that, in his opinion, the company qualifies as a small company.

APPROVAL

The report was approved by the Board of Directors and signed on its behalf.

BY ORDER OF THE BOARD



A. Hopkins

*Company Director*

12<sup>th</sup> December 2016

**Registered Office:**  
54 St James Street  
Liverpool L1 0AB



SGA COMMUNITY SERVICES LTD

(A Company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIESFOR THE PERIOD ENDED 31ST MARCH 2016

## STATEMENT OF FINANCIAL ACTIVITIES

	<u>Note</u>	Unrestricted Funds	Restricted Funds	Total Funds 2016
		£	£	£
<b>INCOMING RESOURCES</b>				
Grants receivable			= 0	
		33941.52		
				33941.52
Interest income				
<b>TOTAL INCOMING RESOURCES</b>			=	33941.52
<b>RESOURCES EXPENDED</b>				
<i>Charitable expenditure:</i>				
Costs in furtherance of charitable objects			-	31757.84
Management and administration				
<b>TOTAL RESOURCES EXPENDED</b>			=	31757.84
<b>NET(OUTGOING)/ INCOMING RESOURCES FOR THE PERIOD</b>				
Balances brought				2183.68
Balances carried forward			=	2183.68

*The company has no recognised gains or losses other than the results for the period as set out above. All of the activities of the company are classed as continuing.*



SGA COMMUNITY SERVICES LTD

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BALANCE SHEET AS AT 31ST MARCH 2016

	<u>Notes</u>	<u>2016</u>
<b>FIXED ASSETS</b>		£      £
Tangible Assets		0
<b>CURRENT ASSETS</b>		
Cash at bank and in hand		2183.68
<b>CREDITORS: amounts falling</b>		
due within one year		0
<b>NET CURRENT ASSETS</b>		2183.68
<b>NET ASSETS</b>		2183.68
<b>FUNDS</b>		2183.68.
Restricted		
Unrestricted		2183.68
<b>TOTAL FUNDS</b>		2183.68

For the financial period ended 31<sup>ST</sup> March 2016, the company was entitled to exemption from audit under section 477 [total exemption] Companies Act 2006 relating to small companies; and no notice has been deposited under section 476 [member or members requesting an audit]. The Directors acknowledges his responsibilities for ensuring that the charity keeps accounting records which comply with section 476 [of the Act] and preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of the period and of its income or expenditure for the financial period in accordance with the requirements of section 476 and which otherwise comply with the requirements of the Companies Act 2006, so far as applicable to the company.

These abbreviated accounts have been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies. The financial statements were approved by the board of Directors on 12th December 2016 and are signed on its behalf by:



Anthony Hopkins  
Directors



SGA COMMUNITY SERVICES LTD  
(A Company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31ST MARCH 2016

ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the company's financial statements.

Basis of preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16<sup>th</sup> July 2014; updated 2<sup>nd</sup> February 2016 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and charities Act 2011.

Cashflow statement

The director has taken advantage of the exemptions in Financial Reporting Standard No 1 from including a cash flow statement in the financial statements on the grounds that the company is small.

Taxation

The company is a voluntary organisation and is not subject to UK Corporation tax.



INDEPENDENT EXAMINER'S REPORT OF THE TRUSTEES OF SGA  
COMMUNITY SERVICES FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016

I report the on the accounts of the charitable company for the year ended 31<sup>st</sup> March 2016, which are set out in pages 5 to 6

**Respective responsibilities of  
Trustees and examiner**

The trustees and Directors are responsible for the preparation of the accounts. The 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 needed.

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 independent  
examiner's statement**

My examination was carried out in accordance with 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 the 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 statement 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 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting 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.

*D.V. Recuerda*

Name: Mr. David V. Recuerda

Relevant professional qualification or body: CIMA

Address: 23 Beaumont Street, Liverpool, L8 0UX

Dated.....12/12/16.....