

**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**  
**FOR**  
**CARPENTERS AND DOCKLAND CENTRE**

Hewitt Warin Ltd  
Harlow Enterprise Hub  
Edinburgh Way  
Harlow  
Essex  
CM20 2NQ

**CARPENTERS AND DOCKLAND CENTRE**

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**for the Year Ended 31 March 2016**

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## **CARPENTERS AND DOCKLAND CENTRE**

### **REPORT OF THE TRUSTEES** **for the Year Ended 31 March 2016**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2016. 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 for Smaller Entities (the FRSSE) (effective 1 January 2015).

#### **OBJECTIVES AND ACTIVITIES**

##### **Review of the year**

Although the final financial result for the year did not achieve our expectations there were some adverse influences that required a great effort by the staff to mitigate these. Being so close to the Olympic Park our centre was significantly affected by the traffic and advertising restrictions that were in place during the summer period that resulted in a fall in normal revenues arising from the activities of both playcare (the provision of subsidised breakfast club and afterschool activities for school children) and user groups (comprising of diverse local community associations and sport societies). Despite this disadvantage the latter half of the year saw the number of children using playcare increase and better revenues from tenants and user groups.

Competition for charitable donations has been strong throughout the year and declined slightly against the prior year, therefore, the continued valuable support from The Worshipful Carpenters Company is greatly appreciated.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity's constitution is governed by a lease granted by London Borough of Newham in 1972. The constitution of the Board of Trustees is determined under the terms of this lease, as are any co-opted members. The charity is an unincorporated charity.

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

New trustees are offered Management Committee training are "buddied up" to an existing long serving trustee. There is an ongoing programme of trustee training.

##### **Organisational structure**

The trustees meet on a monthly basis to monitor the performance of the charity, including performance against budget reviews, and provide on going support to the Chief Executive Officer and management.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

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

308272

##### **Principal address**

98 Gibbins Road  
Stratford  
London  
E15 2HU

##### **Trustees**

M Horn

A Stead

A Gregory-Smith

Vice chair

Chair

##### **Independent examiner**

Hewitt Warin Ltd  
Harlow Enterprise Hub  
Edinburgh Way  
Harlow  
Essex  
CM20 2NQ

**CARPENTERS AND DOCKLAND CENTRE**

**REPORT OF THE TRUSTEES**  
**for the Year Ended 31 March 2016**

Jan 24, 2017

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

  
Alan Stead (Jan 24, 2017)

.....  
A Stead - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
CARPENTERS AND DOCKLAND CENTRE**

I report on the accounts for the year ended 31 March 2016 set out on pages four to ten.

**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.

  
Jeffrey Warin (Jan 24, 2017)

Jeffrey Warin BSc FCA  
Hewitt Warin Ltd  
Harlow Enterprise Hub  
Edinburgh Way  
Harlow  
Essex  
CM20 2NQ

Date: **Jan 24, 2017**  
.....

**CARPENTERS AND DOCKLAND CENTRE****STATEMENT OF FINANCIAL ACTIVITIES**  
**for the Year Ended 31 March 2016**

|  | Notes | Unrestricted<br>fund<br>£ | Restricted<br>fund<br>£ | 31.3.16<br>Total<br>funds<br>£ | 31.3.15<br>Total<br>funds<br>£ |
|--|-------|---------------------------|-------------------------|--------------------------------|--------------------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>      |       |                           |                         |                                |                                |
| Donations and legacies                 | 2     | 20,921                    | -                       | 20,921                         | 57,598                         |
| <b>Charitable activities</b>           | 4     |                           |                         |                                |                                |
| Running community centre               |       | 110,729                   | -                       | 110,729                        | 108,778                        |
| Other trading activities               | 3     | <u>95,367</u>             | <u>-</u>                | <u>95,367</u>                  | <u>62,248</u>                  |
| <b>Total</b>                           |       | 227,017                   | -                       | 227,017                        | 228,624                        |
| <br><b>EXPENDITURE ON</b>              |       |                           |                         |                                |                                |
| <b>Charitable activities</b>           | 5     |                           |                         |                                |                                |
| Running community centre               |       | <u>148,208</u>            | <u>8,571</u>            | <u>156,779</u>                 | <u>211,321</u>                 |
| <b>NET INCOME/(EXPENDITURE)</b>        |       | 78,809                    | (8,571)                 | 70,238                         | 17,303                         |
| <br><b>RECONCILIATION OF FUNDS</b>     |       |                           |                         |                                |                                |
| <b>Total funds brought forward</b>     |       | <u>82,877</u>             | <u>160,017</u>          | <u>242,894</u>                 | <u>225,591</u>                 |
| <br><b>TOTAL FUNDS CARRIED FORWARD</b> |       | <u><u>161,686</u></u>     | <u><u>151,446</u></u>   | <u><u>313,132</u></u>          | <u><u>242,894</u></u>          |

The notes form part of these financial statements

**CARPENTERS AND DOCKLAND CENTRE****BALANCE SHEET****At 31 March 2016**

|  | Notes | Unrestricted<br>fund<br>£ | Restricted<br>fund<br>£ | 31.3.16<br>Total<br>funds<br>£ | 31.3.15<br>Total<br>funds<br>£ |
|--|-------|---------------------------|-------------------------|--------------------------------|--------------------------------|
| <b>FIXED ASSETS</b>                              |       |                           |                         |                                |                                |
| Tangible assets                                  | 9     | 295,417                   | 151,446                 | 446,863                        | 470,799                        |
| <b>CURRENT ASSETS</b>                            |       |                           |                         |                                |                                |
| Debtors  | 10    | 8,532                     | -                       | 8,532                          | 7,793                          |
| Cash at bank and in hand                         |       | <u>71,644</u>             | <u>-</u>                | <u>71,644</u>                  | <u>84,534</u>                  |
|  |       | 80,176                    | -                       | 80,176                         | 92,327                         |
| <b>CREDITORS</b>                                 |       |                           |                         |                                |                                |
| Amounts falling due within one year              | 11    | (213,907)                 | -                       | (213,907)                      | (320,232)                      |
| <b>NET CURRENT ASSETS/(LIABILITIES)</b>          |       | <u>(133,731)</u>          | <u>-</u>                | <u>(133,731)</u>               | <u>(227,905)</u>               |
| <b>TOTAL ASSETS LESS CURRENT<br/>LIABILITIES</b> |       | <u>161,686</u>            | <u>151,446</u>          | <u>313,132</u>                 | <u>242,894</u>                 |
| <b>NET ASSETS</b>                                |       | <u>161,686</u>            | <u>151,446</u>          | <u>313,132</u>                 | <u>242,894</u>                 |
| <b>FUNDS</b>                                     | 12    |                           |                         |                                |                                |
| Unrestricted funds                               |       |                           |                         | 161,686                        | 82,877                         |
| Restricted funds                                 |       |                           |                         | <u>151,446</u>                 | <u>160,017</u>                 |
| <b>TOTAL FUNDS</b>                               |       |                           |                         | <u>313,132</u>                 | <u>242,894</u>                 |

**Jan 24, 2017**

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

  
 Alan Stead (Jan 24, 2017)

.....  
 A Stead -Trustee

  
 Mark Horn (Jan 24, 2017)

.....  
 M Horn -Trustee

The notes form part of these financial statements

## **CARPENTERS AND DOCKLAND CENTRE**

### **NOTES TO THE FINANCIAL STATEMENTS** **for the Year Ended 31 March 2016**

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements and assessment of going concern**

The financial statements of the charity have been prepared in accordance with the Charities SORP (FRSSE) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015)', the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

##### **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.

|                       |                               |
|-----------------------|-------------------------------|
| Plant and machinery   | - 15% on cost and 10% on cost |
| Fixtures and fittings | - 10% on cost                 |
| Motor vehicles        | - 25% on cost                 |

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Debtors**

Trade and other debtors are recognised at the settlement amount. Prepayments are valued at the amount prepaid.

##### **Cash at bank and in hand**

Cash at bank and in hand includes cash and current bank accounts.

##### **Creditors**

Creditors are recognised where the charity has a present obligation resulting from a past event that will result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are recognised at their settlement amount.

##### **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.

##### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially settled at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.



## CARPENTERS AND DOCKLAND CENTRE

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the Year Ended 31 March 2016

#### 2. DONATIONS AND LEGACIES

|                        | 31.3.16       | 31.3.15       |
|------------------------|---------------|---------------|
|                        | £             | £             |
| Donations and legacies | 5,921         | 10,968        |
| Grants                 | <u>15,000</u> | <u>46,630</u> |
|                        | <u>20,921</u> | <u>57,598</u> |

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

|                                      | 31.3.16       | 31.3.15       |
|--------------------------------------|---------------|---------------|
|                                      | £             | £             |
| The Worshipful Company of Carpenters | 15,000        | 16,600        |
| Children in Need                     | -             | 10,000        |
| Football Foundation                  | -             | 19,550        |
| London Sport Ltd                     | -             | 480           |
|                                      | <u>15,000</u> | <u>46,630</u> |

#### 3. OTHER TRADING ACTIVITIES

|                      | 31.3.16       | 31.3.15       |
|----------------------|---------------|---------------|
|                      | £             | £             |
| Hall hire            | 61,420        | 37,660        |
| Office rent received | <u>33,947</u> | <u>24,588</u> |
|                      | <u>95,367</u> | <u>62,248</u> |

#### 4. INCOME FROM CHARITABLE ACTIVITIES

|                 | Activity                 | 31.3.16        | 31.3.15        |
|-----------------|--------------------------|----------------|----------------|
|                 |                          | £              | £              |
| Playcare income | Running community centre | <u>110,729</u> | <u>108,778</u> |

#### 5. CHARITABLE ACTIVITIES COSTS

|                          | Direct costs   | Support costs<br>(See note ) | Totals         |
|--------------------------|----------------|------------------------------|----------------|
|                          | £              | £                            | £              |
| Running community centre | <u>155,159</u> | <u>1,620</u>                 | <u>156,779</u> |

#### 6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2016 nor for the year ended 31 March 2015.

##### **Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2016 nor for the year ended 31 March 2015.

**CARPENTERS AND DOCKLAND CENTRE****NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**for the Year Ended 31 March 2016****7. STAFF COSTS**

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

|          |          |
|----------|----------|
| 31.3.16  | 31.3.15  |
| <u>-</u> | <u>-</u> |

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

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

|  | Unrestricted<br>fund<br>£ | Restricted<br>fund<br>£ | Total funds<br>£      |
|--|---------------------------|-------------------------|-----------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>      |                           |                         |                       |
| Donations and legacies                 | 57,598                    | -                       | 57,598                |
| <b>Charitable activities</b>           |                           |                         |                       |
| Running community centre               | 108,778                   | -                       | 108,778               |
| Other trading activities               | <u>62,248</u>             | <u>-</u>                | <u>62,248</u>         |
| <b>Total</b>                           | 228,624                   | -                       | 228,624               |
| <br><b>EXPENDITURE ON</b>              |                           |                         |                       |
| <b>Charitable activities</b>           |                           |                         |                       |
| Running community centre               | <u>202,750</u>            | <u>8,571</u>            | <u>211,321</u>        |
| <b>Total</b>                           | <u>202,750</u>            | <u>8,571</u>            | <u>211,321</u>        |
| <br><b>NET INCOME/(EXPENDITURE)</b>    | 25,874                    | (8,571)                 | 17,303                |
| <br><b>RECONCILIATION OF FUNDS</b>     |                           |                         |                       |
| <b>Total funds brought forward</b>     | <u>57,003</u>             | <u>168,588</u>          | <u>225,591</u>        |
| <br><b>TOTAL FUNDS CARRIED FORWARD</b> | <u><u>82,877</u></u>      | <u><u>160,017</u></u>   | <u><u>242,894</u></u> |

**CARPENTERS AND DOCKLAND CENTRE****NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**for the Year Ended 31 March 2016****9. TANGIBLE FIXED ASSETS**

|                                      | Improvements<br>to property | Plant and<br>machinery | Fixtures and<br>fittings | Motor<br>vehicles | Totals         |
|--------------------------------------|-----------------------------|------------------------|--------------------------|-------------------|----------------|
|                                      | £                           | £                      | £                        | £                 | £              |
| <b>COST</b>                          |                             |                        |                          |                   |                |
| At 1 April 2015 and<br>31 March 2016 | <u>729,468</u>              | <u>45,749</u>          | <u>25,972</u>            | <u>33,980</u>     | <u>835,169</u> |
| <b>DEPRECIATION</b>                  |                             |                        |                          |                   |                |
| At 1 April 2015                      | 272,879                     | 33,120                 | 24,391                   | 33,980            | 364,370        |
| Charge for year                      | <u>21,884</u>               | <u>1,894</u>           | <u>158</u>               | <u>-</u>          | <u>23,936</u>  |
| At 31 March 2016                     | <u>294,763</u>              | <u>35,014</u>          | <u>24,549</u>            | <u>33,980</u>     | <u>388,306</u> |
| <b>NET BOOK VALUE</b>                |                             |                        |                          |                   |                |
| At 31 March 2016                     | <u>434,705</u>              | <u>10,735</u>          | <u>1,423</u>             | <u>-</u>          | <u>446,863</u> |
| At 31 March 2015                     | <u>456,589</u>              | <u>12,629</u>          | <u>1,581</u>             | <u>-</u>          | <u>470,799</u> |

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

|               |              |              |
|---------------|--------------|--------------|
|               | 31.3.16      | 31.3.15      |
|               | £            | £            |
| Trade debtors | 7,017        | 6,243        |
| Other debtors | <u>1,515</u> | <u>1,550</u> |
|               | <u>8,532</u> | <u>7,793</u> |

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

|                              |                |                |
|------------------------------|----------------|----------------|
|                              | 31.3.16        | 31.3.15        |
|                              | £              | £              |
| Taxation and social security | 6,484          | -              |
| Other creditors              | <u>207,423</u> | <u>320,232</u> |
|                              | <u>213,907</u> | <u>320,232</u> |

**12. MOVEMENT IN FUNDS**

|                           | At 1.4.15<br>£ | Net movement<br>in funds<br>£ | At 31.3.16<br>£ |
|---------------------------|----------------|-------------------------------|-----------------|
| <b>Unrestricted funds</b> |                |                               |                 |
| General fund              | 82,877         | 78,809                        | 161,686         |
| <b>Restricted funds</b>   |                |                               |                 |
| Restricted fund           | 160,017        | (8,571)                       | 151,446         |
| <b>TOTAL FUNDS</b>        | <u>242,894</u> | <u>70,238</u>                 | <u>313,132</u>  |

**CARPENTERS AND DOCKLAND CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**for the Year Ended 31 March 2016**

**12. MOVEMENT IN FUNDS - continued**

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

|                           | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement in<br>funds<br>£ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b> |                            |                            |                           |
| General fund              | 227,017                    | (148,208)                  | 78,809                    |
| <b>Restricted funds</b>   |                            |                            |                           |
| Restricted fund           | -                          | (8,571)                    | (8,571)                   |
|                           | <hr/>                      | <hr/>                      | <hr/>                     |
| <b>TOTAL FUNDS</b>        | <u>227,017</u>             | <u>(156,779)</u>           | <u>70,238</u>             |

**13. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2016.