

Charity number: 1159717  
Company number: 6570187

**South Sheffield Community Initiatives Limited**  
(A company limited by guarantee)

**Trustees' report and financial statements**  
for the year ended **31 March 2016**

CHARITY COMMISSION  
FIRST CONTACT

15 DEC 2010

ACCOUNTS  
RECEIVED

**South Sheffield Community Initiatives Limited**  
**(A company limited by guarantee)**

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**South Sheffield Community Initiatives Limited**  
**(A company limited by guarantee)**

**Legal and administrative information**

<b>Charity number</b>	1159717
<b>Company registration number</b>	6570187
<b>Registered office</b>	7 Greenfield Road Sheffield S8 7RQ
<b>Trustees</b>	Mr S G Bodey Mr R D Butters Mr J M Dunning Mr S Hicks Mrs K A Wilson
<b>Secretary</b>	Mr S G Bodey
<b>Accountants</b>	Paul Kirby & Company Limited Chartered Accountants Davenport House Bawtry Road Everton DN10 5BP
<b>Bankers</b>	Co-operative Bank 1 Balloon Street Manchester M60 4EP

**South Sheffield Community Initiatives Limited**  
**(A company limited by guarantee)**

**Report of the trustees (incorporating the directors' report)**  
**for the year ended 31 March 2016**

The trustees present their report and the financial statements for the year ended 31 March 2016. The trustees, who are also directors of South Sheffield Community Initiatives Limited for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

**Structure, governance and management**

*Company incorporation*

The company was incorporated on 18 April 2008 and is constituted by its Articles and Memorandum of Association as amended by special resolution on 17 April 2015.

*Organisational structure*

The charity does not employ any paid staff. From April to December 2015 day-to-day operational management of the charity was carried out by a management team comprised of three of the trustees (Steve Bodey, Dillon Butters and Kathryn Wilson). From January 2016, all strategic and governance issues are dealt with at monthly trustees meetings. Day-to-day operational issues are managed by monthly meetings of the session supervisors. To ensure good communication between the strategic and operational groups, Kathryn Wilson and Steve Bodey attend both meetings. When necessary, the Charity will recruit and appoint Trustees in accordance with clauses 39 to 44 of its Articles of Association.

*Risk Assessment*

The Charity has no loans to third parties. The main risk to the Charity is the day-to-day running costs of the library.

*Recruitment and Training of Directors*

The company's policy in respect of recruitment of directors is that anyone who is supportive of the Objects of the company would be eligible to be a director of the company always provided that their appointment is in accordance with clauses 39 to 44 of the Articles of Association of the company. During this year, the directors and other volunteers received specialist training from Sheffield City Council related to the management and operation of library services. The company does not have a specific training programme for directors but will rely on using the services of specialist training providers as and when required.

**Objectives and activities**

*Charitable objects*

The Charity's objects are to provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life.

*Public benefit*

The trustees have given due regard to guidance published by the Charity Commission in respect of public benefit when fulfilling the objectives of the charity.

**South Sheffield Community Initiatives Limited**  
**(A company limited by guarantee)**

**Report of the trustees (incorporating the directors' report)**  
**for the year ended 31 March 2016**

**Achievements and performance**

*Review of activities and achievements*

Building on the foundations for effective governance and management of the library laid down in 2014-15, we have continued to deliver the core library service. In addition, new services and activities were introduced this year in partnership with other local organisations. These include:

- " employment support, training courses and health advice (with Reach South Sheffield)
- " Sheffield Credit Union
- " Toy library (with Chancet Wood Children's Centre)
- " Youth drop-in (with Meadowhead Christian Fellowship)
- " Supported visits by residents of Painted Fabrics, a sheltered housing complex in Norton (with Meadowhead Christian Fellowship)
- " IT training and advice (with Drink Well Age Wise and Heeley Development Trust)
- " Monthly Councillor surgeries were held at the library during the year.

Volunteer numbers remained stable around 35 throughout the year, and are essential to the ongoing development of the library.

The trustees have also run a publicity campaign to reverse the fall in numbers resulting from a misunderstanding that the library had closed as a result of budget cuts. This resulted in an increase in visitor numbers over the year.

Our own volunteers have run StoryTime for preschool children, a youth drop-in and a Knit and Natter group. Other activities provide affordable services for the local community including printing, copying and laminating and good quality second-hand goods. A further development was the introduction of refreshments and a café space to provide a meeting place at the centre of the community. These services also raise valuable funds for the charity.

The trustees invested in new IT facilities to improve the facilities available to our customers, installing 6 new PCs in the adult library in Quarter 1 and 4 new PCs in the children's library in Quarter 4, together with a new multifunction printer, broadband and a wifi network.

The library received over 850 books donated by members of the community. These have been catalogued and made available for borrowing on our own library management system.

The Charity is negotiating a lease with Sheffield City Council and negotiations are ongoing as at the date of this report.

**Financial review**

*Reserves*

The trustees intend to maintain reserves to cover three months' running costs from unrestricted funds. These will be raised by fund-raising and chargeable activities. Where modest reserves are built up, these will be transferred to a deposit account to obtain interest, but will be drawn down at short notice to ensure the current account remains in credit.

*Investment powers, policy and performance*

The Charity does not make long-term investment commitments, as its limited income is used to further the objects of the Charity. The Charity is not a grant-awarding body.

**South Sheffield Community Initiatives Limited**  
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**Report of the trustees (incorporating the directors' report)**  
**for the year ended 31 March 2016**

**Statement of trustees' responsibilities**

The trustees (who are also directors of South Sheffield Community Initiatives Limited for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and 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 these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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 which 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.

**Small company provisions**

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

On behalf of the board



**Mr S G Boddy**  
**Secretary**

**28 November 2016**

**South Sheffield Community Initiatives Limited**  
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**Independent examiner's report to the trustees on the unaudited financial statements of South Sheffield Community Initiatives Limited.**

I report on the accounts of South Sheffield Community Initiatives Limited for the year ended 31 March 2016 set out on pages 2 to 13.

**Respective responsibilities of trustees and independent examiner**

The charity's trustees (who are also the directors of the company for purposes of company law) 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. 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 (1) examine the accounts under section 145 of the 2011 Act, (2) to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, (3) to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

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 statement below.

**Independent examiner's statement**

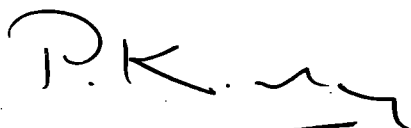
In connection with my examination, no matter has come to my attention:

(i) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep proper accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, 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 by Charities have not been met;

or

(ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



**P Kirby BA FCA**  
**Independent examiner**

**28 November 2016**

**Paul Kirby & Company Limited**  
**Chartered Accountants**

**South Sheffield Community Initiatives Limited**  
**(A company limited by guarantee)**

**Statement of financial activities (incorporating the income and expenditure account)**

**For the year ended 31 March 2016**

	Notes	Unrestricted funds £	2016 Total £	2015 Total £
<b>Incoming resources</b>				
Incoming resources from generating funds:				
Voluntary income	2	17,678	17,678	16,459
Investment income	3	3	3	7
<b>Total incoming resources</b>		<u>17,681</u>	<u>17,681</u>	<u>16,466</u>
<b>Resources expended</b>				
Establishment costs		5,121	5,121	4,696
Post and stationery		625	625	-
Professional fees		1,374	1,374	1,074
Other running expenses		649	649	210
Depreciation and impairment		2,270	2,270	-
<b>Total resources expended</b>		<u>10,039</u>	<u>10,039</u>	<u>5,980</u>
<b>Net incoming/(outgoing) resources for the year /</b>				
<b>Net income/(expense) for the year</b>		7,642	7,642	10,486
Total funds brought forward		10,486	10,486	-
<b>Total funds carried forward</b>		<u>18,128</u>	<u>18,128</u>	<u>10,486</u>

The statement of financial activities includes all gains and losses in the year and therefore a separate statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

Comparative figures represent the total income and expenditure for the year ended 31 March 2015 all of which was unrestricted.

The notes on pages 10 to 13 form an integral part of these financial statements.



**South Sheffield Community Initiatives Limited**  
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**Balance sheet**  
**as at 31 March 2016**

	Notes	£	2016 £	£	2015 £
<b>Fixed assets</b>					
Tangible assets	8		6,811		6,541
<b>Current assets</b>					
Debtors	9	500		500	
Cash at bank and in hand		15,036		10,996	
		<u>15,536</u>		<u>11,496</u>	
<b>Creditors: amounts falling due within one year</b>	10	<u>(4,219)</u>		<u>(7,551)</u>	
<b>Net current assets</b>			<u>11,317</u>		<u>3,945</u>
<b>Net assets</b>			<u>18,128</u>		<u>10,486</u>
<b>Funds</b>	11				
Unrestricted income funds			<u>18,128</u>		<u>10,486</u>
<b>Total funds</b>			<u>18,128</u>		<u>10,486</u>

The Balance Sheet continues on the following page.

The notes on pages 10 to 13 form an integral part of these financial statements.

**South Sheffield Community Initiatives Limited**  
**(A company limited by guarantee)**

**Balance sheet (continued)**

**Trustees statements required by the Companies Act 2006  
for the year ended 31 March 2016**

In approving these financial statements as trustees of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by section 477 of the Companies Act 2006 ;

(b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2016.

(c) that we acknowledge our responsibilities for:

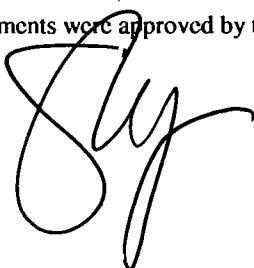
(1) ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006, and

(2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies .

The financial statements were approved by the board on 28 November 2016 and signed on its behalf by

**Mr S G Bodey**  
**Director**



**The notes on pages 10 to 13 form an integral part of these financial statements.**

**South Sheffield Community Initiatives Limited**  
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**Cash flow statement**

**for the year ended 31 March 2016**

	Notes	2016 £	2015 £
Net incoming resources for the year		7,642	10,486
Interest receivable		(3)	(7)
Depreciation and impairment		2,270	-
Increase in debtors		-	(500)
(Decrease)/Increase in creditors		(3,332)	7,551
<b>Net cash inflow from operating activities</b>		<b>6,577</b>	<b>17,530</b>
Returns on investments and servicing of finance		3	7
Capital expenditure		(2,540)	(6,541)
<b>Increase in cash in the year</b>		<b>4,040</b>	<b>10,996</b>
<b>Reconciliation of net cash flow to movement in net funds</b>			
<b>Increase in cash in the year</b>		<b>4,040</b>	<b>10,996</b>
<b>Net funds at 1 April 2015</b>		<b>10,996</b>	<b>-</b>
<b>Net funds at 31 March 2016</b>		<b>15,036</b>	<b>10,996</b>

**South Sheffield Community Initiatives Limited**  
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**Notes to financial statements**  
**for the year ended 31 March 2016**

**1. Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

**1.1. Basis of accounting**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015), the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP 2015) and the Companies Act 2006.

**1.2. Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year in which they are receivable.

Income from investments is included in the year in which it is receivable.

**1.3. Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shop.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

**1.4. Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment - 25% reducing balance

**South Sheffield Community Initiatives Limited**  
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**Notes to financial statements**  
**for the year ended 31 March 2016**

**2. Voluntary income**

	<b>Unrestricted funds £</b>	<b>2016 Total £</b>	<b>2015 Total £</b>
Donations	2,417	2,417	1,238
Grants receivable	15,261	15,261	15,221
	<u>17,678</u>	<u>17,678</u>	<u>16,459</u>

**3. Investment income**

	<b>Unrestricted funds £</b>	<b>2016 Total £</b>	<b>2015 Total £</b>
Bank interest receivable	3	3	7
	<u>3</u>	<u>3</u>	<u>7</u>

**4. Governance costs**

	<b>Unrestricted funds £</b>	<b>2016 Total £</b>	<b>2015 Total £</b>
Independent examination	400	400	300
	<u>400</u>	<u>400</u>	<u>300</u>

**5. Net incoming resources for the year**

	<b>2016 £</b>	<b>2015 £</b>
Net incoming resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	<u>2,270</u>	<u>-</u>

**6. Employees**

**Employment costs**

No salaries or wages have been paid to employees, including the trustees, during the year.

**7. Taxation**

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Acts. Accordingly, there is no taxation charge in these accounts.

**South Sheffield Community Initiatives Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31 March 2016**

8. Tangible fixed assets	Fixtures, fittings and equipment £	Total £
<b>Cost</b>		
At 1 April 2015	6,541	6,541
Additions	2,540	2,540
	<hr/>	<hr/>
At 31 March 2016	9,081	9,081
	<hr/>	<hr/>
<b>Depreciation</b>		
At 1 April 2015	-	-
Charge for the year	2,270	2,270
	<hr/>	<hr/>
At 31 March 2016	2,270	2,270
	<hr/>	<hr/>
<b>Net book values</b>		
At 31 March 2016	6,811	6,811
	<hr/>	<hr/>
At 31 March 2015	6,541	6,541
	<hr/>	<hr/>
9. Debtors		
	2016 £	2015 £
Prepayments and accrued income	500	500
	<hr/>	<hr/>
10. Creditors: amounts falling due within one year		
	2016 £	2015 £
Accruals and deferred income	4,219	7,551
	<hr/>	<hr/>

**South Sheffield Community Initiatives Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31 March 2016**

**11. Analysis of net assets between funds**

	<b>Unrestricted funds £</b>	<b>Total funds £</b>
Fund balances at 31 March 2016 as represented by:		
Tangible fixed assets	6,811	6,811
Current assets	15,536	15,536
Current liabilities	(4,219)	(4,219)
	<u>18,128</u>	<u>18,128</u>

**12. Unrestricted funds**

	<b>At 1 April 2015 £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>At 31 March 2016 £</b>
General unrestricted income	<u>10,486</u>	<u>17,681</u>	<u>(10,039)</u>	<u>18,128</u>

**Purposes of unrestricted funds**

The general costs of running the library and providing equipment funded principally by Sheffield City Council.

**13. Company limited by guarantee**

South Sheffield Community Initiatives Limited is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.