

**BERWICK UPON TWEED
COMMUNITY DEVELOPMENT
TRUST LIMITED**

**DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 DECEMBER 2016

Company Registration No : 05290088

Charity Registration No: 1109088

***Community Accounting North East CIC
Pinetree Centre
Durham Road
Co. Durham
DH3 2TD***

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED
COMPANY INFORMATION
REFERENCE AND ADMINISTRATIVE DETAILS

Trustees:	Ian Pope (Chair) Tracey Gillies (Treasurer) Bernard Shaw Alan Bowlas Monica Burns Ross Weddle Keith Siseman
Chief Executive Officer:	Julien Lake
Secretary:	Ian Guthrie
Company Number:	05290088
Charity Number:	1109088
Accountants	Community Accounting North East CIC Pinetree Centre Durham Road Birtley Co. Durham DH2 3TD
Business Address and Registered Office	The William Elder Building 56 - 58 Castlegate Berwick - upon - Tweed TD15 1JT
Bankers	Unity Trust Bank Nine Brindleyplace Birmingham B1 2HB
Solicitors	Adam Douglas and Sons 49 - 51 Bridge Street Berwick - upon - Tweed TD15 1ES

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

CONTENTS

	Page
Chair Report	1
Directors' Report	2-6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Financial Statements	10-33

Chairman's Opening Statement

It gives me great pleasure to introduce the review of 2016 embodied in our annual accounts. The Trustees report which follows details the various activities which the Trust undertook during the year and set this against the overall background of our mission.

"To help make Berwick upon Tweed a place where each generation will wish to make a home, find meaningful work and enjoy leisure in an outstanding environment."

The diversity of activity mentioned in the Trustees report shows that we fulfil our mission in a wide variety of ways and play such a key role in benefiting all sections of the community we

I said last year that I was delighted to report that the first full year of income from the wind turbine has transformed the financial position of the Trust. This income has mitigated the reduced dependence of diminishing public sector funding and gives the Trust a unique opportunity to invest in the future of the town and its residents. This investment will include investment in infrastructure as well as in human and social capital.

Having said that, this year's income has been lower and reminded us of the need to be prudent, recognise that income is dependent on the wind volume and that can change from year to year. We have been evolving a reserve strategy to address this issue so that the Trust can continue to expand its horizons while minimising the risk that a "calm" year could have significant financial implications

Success in all our work will only be achieved by a combination of work carried out by ourselves and in collaboration with the multitude of partners we currently work with and new partners we will work with. This will not be an easy task but together we can continue to make a real difference in the town and surrounding area.

I. T. P. Pe

BERWICK UPON TWEED COMMUNITY DEVELOPMENT TRUST LIMITED
TRUSTEES' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2016

STRUCTURE AND MANAGEMENT

Berwick Community Trust (BCT) is a Company Limited by Guarantee established by Memorandum and Articles of Association dated 8th September 2004 and registered in England as a charity on the 18th April 2005.

BCT Membership is open to all who live or work in the Berwick upon Tweed area with 85 individuals or organisations currently registered. Directors/Trustees are elected from the membership at the AGM and serve on a board that oversees the Trust's work and manages its affairs. The Directors/Trustees elect from themselves a Chair, Vice-Chair and Honorary Treasurer. Currently BCT has 7 Directors/Trustees. These Directors/Trustees come from a range of business and voluntary backgrounds and offer a broad diversity of skills and experience.

At 31st December 2016 BCT employed 32 members of staff headed by a Chief Executive Officer who is responsible for day to day decision making, management of the staff team and ensuring that the agreed work programmes are followed. The Chief Executive reports to the Board, and the Chair meets regularly with Chief Executive Officer to enhance communication between the staff and the board

GOVERNANCE

Director/Trustee Responsibilities

A Director's/Trustee's main responsibility is to direct work to deliver the charitable outcomes for which BCT was set up, ensuring that it is well-run and securing its solvency.

Under Charity and Company law, the Directors/Trustees have particular responsibilities relating to the finances of the Trust and must prepare financial statements for each financial year. These statements must give a true and fair view of the state of the affairs of the Trust and of its financial activities for that year. The Directors/Trustees are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the provision and detection of fraud and other irregularities.

So far as the Trustees, as Directors, are aware there is no relevant audit information (information needed by the charitable company's auditors in connection with preparing their report) of which the charitable company's auditors are unaware. The Directors/Trustees have taken all the steps they ought to have taken in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information

Management of Risks

The Trust undertook a full assessment of risks in 2011 and its business plan and policies were developed to reflect and respond to the issues identified. The principal risks the Trust faces are those arising out of its ownership and operation of The William Elder Building, its role as an employer and its dependence on the variable income from the Folly Farm wind turbine. These and other secondary risks continue to be monitored on a regular basis

BERWICK UPON TWEED COMMUNITY DEVELOPMENT TRUST LIMITED
TRUSTEES' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2016

OBJECTIVES

The Trust's objective has been refined over time and currently is:

Our purpose is to identify, develop and manage social, environmental and economic projects for the general public benefit of residents, businesses and visitors to Berwick upon Tweed and surrounding areas.

The Trust is further committed to:

Making Berwick Community Trust a high profile sustainable, trusted and innovative membership organisation.

Working in partnership with the community to deliver diverse, active projects including learning, employment, training and business opportunities that support the vision for Berwick's future.

All operational activities are focused upon the public benefit that they can bring to the residents, businesses and visitors to the Berwick area and mostly determine what work will be done as set out in the business plan.

Much of the Trust's work is directed at supporting and developing the local community to ensure long term economic sustainability of both the Trust and community initiatives it instigates and runs. All profits generated through the Trust's economic activities are reinvested back into the community, reinvestment that enables further development of a range of services.

As an organisation that is run by the community, for the benefit of the community, the Trust seeks to encourage stakeholder involvement. The Directors/Trustees are all members of the local community and everyone who lives, works or plays a part in the community is welcome to become a member of BCT. Membership entitles people to vote on issues relating to BCT at the AGM, including electing Directors/Trustees.

In order to maintain and enhance its effectiveness, the Trust has a wide range of documented policies and procedures which are subject to regular review. Board meetings are held every two months and reports on Trust finances and an update from the Chief Executive Officer are standard items. In addition, one-off reports are produced to update members on relevant matters

REVIEW OF ACTIVITIES FOR 2016

In order to achieve its aims, the Trust has adopted a strategy of working in partnership with other local and regional organisations to initiate social enterprises and grant funded projects. Activities are selected on their likely contribution to the building of wealth, employment, cultural or life opportunities for residents of Berwick upon Tweed and its surrounding communities. Activities undertaken this year in pursuit of these objects are identified below.

The William Elder Building

Office spaces within the building are let to a range of organisations including not-for-profit and community groups, providing BCT with a vital and sustainable source of income. Overall office occupancy levels have increased during the year and the Trust continues to actively market the premises.

BERWICK UPON TWEED COMMUNITY DEVELOPMENT TRUST LIMITED
TRUSTEES' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2016

In addition to the office space, the building has two fully accessible meeting rooms. The larger room is used by RVS one-day per week in addition to doubling as a conference room for meetings of up to 75 people. The smaller meeting room is used to accommodate one-off bookings for smaller numbers of people. The Trust operates a tiered pricing policy that charges local and charitable bodies less than others. The Trust faces increased competition from a number of similar venues which offer casual letting of rooms but continues to be successful in attracting new business and is very well used by a wide cross section of local organisations.

Wind Turbine

During 2016 the Wind Turbine generated 2000 Mwh hours of electricity which was broadly in line with the projected output. The resultant income from these outputs was crucial to the Trust's financial stability. There is a danger of over dependence by the Trust on the receipt of this income particularly in a non windy year and, because of this, it is imperative that the Trust holds reasonable balances in it's non restricted funds

Core Legacy Fund

The Trust set up this fund to offer grants to registered charities, cic's, cio's and constituted community groups in the North East of England to enable communities to benefit from renewable energy. The income for the fund comes from the turbine receipts and 8 applications were awarded in 2016 with grants to the value of £30,139 being given during the year.

Here for You

This project offers a wide range of support opportunities for people seeking employment. This support includes CV writing, interview skills, budgeting and application processes. The project is an accredited training Centre and delivers formal training on employability skills, has designed and delivered bespoke training for GP reception staff and has developed a Customer Services qualification. The project continues to provide in excess of 2000 appointments per year, provide qualifications and has helped individuals secure 543 jobs becoming a respected and well used service. Intensive support has been provided to the redundancies of Jus Rol. Securing ongoing funding remains a challenge but staff members continue to explore all avenues to maximise income and thus protect the service.

Supporting Families

Supporting Families is an externally funded project and is part of the national Troubled Families Agenda. It works with local families facing multiple challenges and has been highly successful, recently gaining funding for 2017/2018 for Phase 3 having been selected to be one of only four providers in the County. Work with families has seen adults gaining employment and school exclusions for children significantly reduced. It has also supported children's re-integration into main stream education with significant improvements in behavioural and social attitudes, improved parenting skills and confidence.

Childcare Provision

The Trust continues to act as the staffing agency for childcare provision to Sure Start Centres in North Northumberland, employing 15 members of staff that in turn enable around 200 childcare places each week to be offered to local families. The contract with the County Council to provide this service is now of open duration but subject to the Council's annual budget setting process.

Play Outreach Project

External funding continues to be available to finance this project where staff and mini buses visit local housing estates and villages in the evenings to provide the children with opportunities to partake in a wide range of learning, play and craft activities. There is also a Saturday Club and Young Carers Club which Trust staff operate for the benefit of children and parents who are experiencing particular difficulties and problems in their respective lives.

**BERWICK UPON TWEED COMMUNITY DEVELOPMENT TRUST LIMITED
TRUSTEES' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2016**

Food Bank

The food bank is based within The William Elder Building and supplies a number of external organisations and charities as well as directly supplying members of the public. Trust staff and volunteers co-ordinate donations of food and money. Demand is rising with 365 food parcels being handed out in a 12 month period. Since the project started in 2012 a key criterion in deciding who gets a food parcel is that the recipient needs to engage with an appropriate agency who can help with the causes of the problems faced. The Trust has recently started a new relationship with NETS (Northumberland Emergency Transition Service – a County Council service), working together to fulfil food parcels that come via this route.

Four Housing Community Development Project

The Trust, through a part time staff member, is working in partnership with Four Housing on a project which enables greater community engagement between Four Housing and their tenants. The work covers not only the immediate Berwick area but extends to larger towns within the area of the former Berwick Borough Council.

Warmer Wealthier Berwick

The Trust received external funding to cover the cost of a part time staff member to give help and advice in the community around savings in energy costs, both through better use of appliances and transferring to cheaper, more appropriate, charging tariffs. The project has been very well used and received, with substantial help being given to many people. Sadly the funding has not been continued into 2017 and regrettably the service will cease

Asset Based Community Development

The Trust received £5,000 of funding to enable grants of £100 to be made to any group of local people wishing to offer new activities or expand their membership. There were 22 successful applications against the fund during 2016 and it is hoped that the fund will be continued and expanded in 2017

General Community Support and Engagement

During 2016 the Trust was involved in providing varying degrees of support and advice to a number of projects which were being developed in the Town but which were not directly instigated by the Trust. The projects however could potentially make a fundamental difference to the Town and the input of the Trust in their development has been crucial. These have included the Barracks, the Harbour and the Neighbourhood Plan.

FUTURE DEVELOPMENTS AND PLANS

Over the next 12 months the Trust expects to commit significant resources to:

- Development of social enterprises and financial security
- Participation in, and promotion of, appropriate regeneration programmes for the Town
- Provide employment support and advice as opportunity and finance allows.
- Operation and support of the Food Bank and the Play Outreach Project

BERWICK UPON TWEED COMMUNITY DEVELOPMENT TRUST LIMITED
TRUSTEES' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2016

- Operation of the Child Care contract with the County Council
- Greater levels of community engagement.
- Provide mentoring support to families with complex problems
- The operation, further development and refurbishment of the William Elder Building.

Results for the Year

The overall income of the Trust during the period was £458,796 (2015 £578,847) with expenditure of £430,060 (2015 £424,832) The principal funding sources are shown in the appropriate notes to the accounts.

Fund Balances

The balances on the individual funds are set out in Note 4 to the accounts

Funds received from awarding bodies with specific restrictions, or donations with donor requests, are spent against the projects for which they were given. These reserves do not generally build up as they are given for specific activities and purposes during the period. Restricted reserves stand at £259,430 (2015 £261,686) of which £230,000 (2015 £230,000) is represented by Tangible Assets and £29,430 (2015 £31,686) is represented by the unspent money in the specified projects. £176,983 (2015 £145,991) is held as unrestricted and designated funds carried forward for use by the Trust.

Bearing in mind that a) the turbine produces about two thirds of the Trust's unrestricted income, b) the irregular nature of this income because of variations in the wind and c) the Trust's principle asset of the William Elder Building needing some major repair/remedial work, it is essential that the Trust has considerable balances to ensure that it continues to operate in a planned and structured manner.

EMPLOYEES AND VOLUNTEERS

The contribution of volunteers is essential to the operation of the Trust and this is especially true of the significant amount of work the Directors/Trustees have done through the course of the year. Volunteers are also active in various aspects of the Trust's work and particularly the food bank.

The Directors/Trustees would like to acknowledge the support and assistance given to the Trust by paid staff, contractors and volunteers.

EXEMPTIONS

This report is prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

This report was approved by the Board on the 17 July 2017 and signed on its behalf by:

.....

Ian Pope

Chairman - On behalf of the Directors/Trustees

Accountant / Independent Examiner's Report

I report on the accounts of the Berwick upon Tweed Community Development Trust Limited for the period ended 31st December 2016

Respective Responsibilities of Trustees and Examiner

The trustees of the charity are responsible for the preparation of accounts; they consider that the audit requirement under section 144 of the Charities Act 2011 does not apply. I have been appointed under the Charities Act 2011 and report in accordance with the regulations made under section 145 of that Act. It is my responsibility to examine the accounts and statement, without performing an audit, and to report to the trustees.

Basis of Examiner's Statement

This report is in respect of an examination carried out under the directions of Charities Act 2011 and in accordance with the directions given by the Charity Commissioners, an examination includes a review of the accounting records kept by the charity trustees and a comparison of the accounts presented with those records. It also includes a review of the accounts and making such enquiries as are necessary for the purpose of this report. The procedures undertaken do not constitute an audit.

Examiner's Statement

Based on my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect, accounting records have not been kept in accordance with section 130 of the Charities Act 2011. or that the accounts presented do not accord with those records or comply with the accounting requirements of the Companies Act 2006. No matter has come to my attention in connection with my examination to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts.

In my opinion, the accounts are in agreement with the accounting records kept by the company, and have regard only to, and on the basis of, the information contained in those accounting records, those accounts have been drawn up in a manner consistent with the provisions of this Act specified, so far as is applicable to the company.

In my opinion, having regard to and on the basis of, the information contained in the accounting records kept by the company, the company as a charity satisfied the requirements of the Act for the financial year



Paul Brown-King FCCA
Independent Examiner

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

STATEMENT OF FINANCIAL ACTIVITIES/INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2016

			Building	Other		Total	
	Notes	Unrestricted Funds £	Designate d Funds £	Restricted Funds £	Restricted Funds £	2016 £	Funds 2015
Incoming Resources							
Voluntary Income	2	112,214	8,429	0	31,813	152,456	254,542
Activities from generating funds	3	92,729		0	213,473	306,202	324,141
Investment income		139				139	164
Total Incoming Resources		205,081	8,429	0	245,286	458,796	578,847
Resources Expended							
Charitable Activities	5	164,739	12,513	0	247,542	424,794	419,566
Governance Costs	6	5,266			0	5,266	5,266
Total Resources Expended		170,005	12,513	0	247,542	430,060	424,832
Net Income/(Expenditure) for the Year		35,076	(4,084)	0	(2,256)	28,736	154,015
Transfer between Funds		0	0	0	0	0	
Net Income/(Expenditure) after Transfers		35,076	(4,084)	0	(2,256)	28,736	154,015
Losses in Valuation of Investment						0	(39,697)
Fund balances brought forward at 1st January 2016		101,784	44,207	230,000	31,686	407,677	293,359
Fund balances carried forward at 31st December 2016		136,860	40,123	230,000	29,430	436,413	407,677

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

BALANCE SHEET AS AT 31ST DECEMBER 2016

	Notes	2016		2015	
		£	£	£	£
Fixed Assets					
Tangible Fixed Assets	10		230,257		232,005
Current Assets					
Debtors	11	58,574		42,149	
Investments	12			0	
Cash at bank and in hand		236,018		235,489	
		<u>294,592</u>		<u>277,638</u>	
Creditors amounts falling due within one year					
Creditors and accrued charges	13	<u>88,436</u>		<u>101,966</u>	
Net Current Assets/Total Assets Less Current Liabilities			206,156		175,672
Net Assets			<u><u>436,413</u></u>		<u><u>407,677</u></u>
Represented By:					
Unrestricted Funds		136,860		101,784	
Designated Funds		<u>40,123</u>		<u>44,207</u>	
			176,983		145,991
Restricted Funds			259,430		261,686
Total Funds			<u><u>436,413</u></u>		<u><u>407,677</u></u>


In the directors' opinion the company was entitled under section 477 of the Companies Act 2006 to exemption from the audit of its accounts for the year ended 31st December 2016. No member of the company has deposited a notice under section 476 requiring an audit of these accounts

The directors are responsible for ensuring the company keeps accounting records which comply with section 386 of the act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of each financial year in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts so far as applicable to the company.

The financial statements are prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The financial statements were approved by the Board on

And signed on its behalf by

.....

Ian Pope, Chairman

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2016

1. Statement of Accounting Policies

Basis of Preparation

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" published in March 2005 and applicable accounting standards.

The charity has availed itself of Paragraph 3 (3) of Schedule 4 of the Companies Act and adapted the Companies Act formats to reflect the special nature of the charity's activities.

Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Donations and Grants

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows :-

- a) When donors specify that donations and grants given to the charity must be used in a given period and are not so used, the excess is included in creditors.
- b) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

Resources Expended

All expenditure is accounted for on an accruals basis and has been classified under appropriate headings. Where costs cannot be directly attributed to particular headings they have been allocated to those headings on a basis consistent with the use of the resources. Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Depreciation of Tangible Fixed Assets

Individual items are capitalised at cost, where purchase exceeds £500

Depreciation is provided using the following annual rates in order to write off each asset over its useful life, commencing from the date that the asset is brought into use.

Land and Buildings	Nil
Office equipment	25% straight line
Plant and Machinery	25% straight line

Capital items purchased for one off events, with limited use or value after these events, are fully written off at the end of the event

All assets are reviewed for impairment and written down to the recoverable amount, where necessary

Although the financial statements require the annual depreciation of fixed assets, freehold buildings were not depreciated. The members believe that the policy of not providing depreciation is necessary in order for the accounts to give a true and fair view.

Taxation

The company is a registered charity and its income is not liable to Corporation Tax.

Cash Flow

The accounts do not include a cash flow statement because the company, as a small reporting entity, is exempt from the requirements to prepare such a statement under Financial Reporting Standard 1 "Cash flow statements".

Investments

Current assets investments are stated at the lower of cost and net realisable value

Going Concern

After considering all aspects of the Trust, the trustees have a reasonable expectation the Trust has adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the annual report and accounts

Group Accounts

The financial statements present information about the company as an individual company and not about its group. The company has not prepared group accounts as it is exempt from the requirement to do so by section 405 of the Companies Act 2006 as its subsidiary is entitled to be excluded from consolidation.

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2016

2. Voluntary income: Grants and donations

	Restricted Funds £	Designated / Unrestricted Funds £	Total 2016 £	Total 2015 £
Northumberland County Council	5,275		5,275	9,000
Community Foundation			0	9,487
BBH	20,000		20,000	
Berwick CoRE Ltd		118,763	118,763	180,170
Other Sponsorships / Donations		930	930	5,627
Other Grants	6,538	950	7,488	50,258
	<u>31,813</u>	<u>120,643</u>	<u>152,456</u>	<u>254,542</u>

3 Other Income

	Restricted Funds £	Designated / Unrestricted Funds £	Total 2016 £	Total 2015 £
Activities for generating funds:				
- Northumberland County Council	204,524		204,524	204,646
- Programme and ticket sales/ admittances			0	0
- Rentals and casual lettings		37,860	37,860	36,570
- Service charges		10,124	10,124	10,771
- Child Care Agency Fee		13,229	13,229	12,604
- Staff time reimbursed		28,026	28,026	58,519
- Other Income	8,949	3,490	12,439	1,031
	<u>213,473</u>	<u>92,729</u>	<u>306,202</u>	<u>324,141</u>
Investment income				
- Bank Interest		139	139	164

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2016

4 Resource by Activity

Fund		Balance 31/12/2015 £	Incoming Resources £	Expenditure in year £	Transfers at end of year £	Balance 31/12/2016 £	Unrestricted General £	Unrestricted Designated £	Restricted Building £	Restricted Other £
Restricted Funding - Projects										
Childcare Services		0	188,293	(188,293)		0				
Low Carbon Berwick Restricted		0				0				
Safe Steps	Restricted	7,284				7,284				7,284
Evening Playworkers	Restricted	0	13,709	(13,709)		0				
Contract Ready	Restricted	2,677				2,677				2,677
Supporting Families	Restricted	1,701	16,200	(13,689)		4,212				4,212
Youngmans	Restricted	0				0				
Three Fields	Restricted		546	(250)		296				296
BBH Community	Restricted	4,486	20,000	(15,325)		9,161				9,161
Jubilee Spital	Restricted	4,000				4,000				4,000
Warmer Berwick	Restricted	6,538	6,538	(13,076)		0				0
Asset Based Com	Restricted	5,000		(3,200)		1,800				1,800
Designated Funding - Projects										
Core Legacy	Designated	31,151	7,500	(9,560)		29,091		29,091		
Food Bank	Designated	3,056	929	(2,953)		1,032		1,032		
Repairs	Designated	10,000				10,000		10,000		
General Funds / Running costs										
General Fund	Unrestricted	70,754	177,055	(130,859)	11,710	128,660	128,660			
Here for you	Unrestricted	19,320	28,026	(39,146)		8,200	8,200			
Other Projects	Unrestricted	11,710			(11,710)	0	0			
Building Fund										
William Elder	Restricted	230,000				230,000			230,000	
		407,677	458,796	(430,060)	0	436,413	136,860	40,123	230,000	29,430

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2016

5 Analysis of Charitable Expenditure

	Restricted Funds £	Designate / Unrestrict Funds £	Total 2016 £	Total 2015 £
Depreciation: Charge for the year		1,748	1,748	669
Venue Hire	0	0	0	565
Programmes and advertising	0	0	0	995
Repairs and refurbishment	82	23,680	23,762	6,968
Rent and service charge	5,850	12,922	18,772	11,868
Direct administration costs	240,202	137,474	377,676	396,234
Equipment costs	1,408	1,428	2,836	2,237
	<u>247,542</u>	<u>177,252</u>	<u>424,794</u>	<u>419,536</u>

	Restricted Funds £	Designate / Unrestrict Funds £	Total 2016 £	Total 2015 £
6 Governance costs				
Independent examiners fees		500	500	500
Other governance costs		4,766	4,766	4,766
	<u>0</u>	<u>5,266</u>	<u>5,266</u>	<u>5,266</u>

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMEBER 2016

7 Staff costs and numbers

The average number of full time equivalent employees (including casual or part time staff) during the year was as follows:

	2016 Number	2015 Number
Project work and office staff	6	6
Childcare services staff	12	12
	<u>18</u>	<u>18</u>
	2016 £	2015 £
Gross wages and salaries	277,686	277,683
Redundancy	0	11,095
Pension contributions	2,170	
Employer's National Insurance Costs	25,835	15,878
	<u>305,691</u>	<u>304,656</u>

No employees had emoluments in excess of £60,000 (2015 Nil)

The cost of volunteers is not accounted for in these accounts

8 Trustees Remuneration

The trustees neither received nor waived any emoluments during the year (2015 £Nil)

9 Related party transactions

All transactions are carried out on an 'arms length' basis'

The Trust is a director and controlling shareholder of Berwick CoRE Ltd.

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2016

10. Fixed Assets	Land and Building Freehold £	Office Equipment £	Plant and Machinery £	Total £
Cost				
At 01/01/2016	511,126	16,295	6,992	534,413
Additions	0	0	0	0
Disposals	0	0	0	0
At 31/12/16	<u>511,126</u>	<u>16,295</u>	<u>6,992</u>	<u>534,413</u>
Depreciation				
At 01/01/2016	281,126	16,295	4,987	302,408
Charge for year	0	0	1,748	1,748
Disposals	0	0	0	0
At 31/12/16	<u>281,126</u>	<u>16,295</u>	<u>6,735</u>	<u>304,156</u>
Net Book Value				
At 31/12/15	<u>230,000</u>	<u>0</u>	<u>257</u>	<u>230,257</u>
At 31/12/16	<u>230,000</u>	<u>0</u>	<u>2,005</u>	<u>232,005</u>

Land and buildings are included in the financial statements at their open market value. Land and Buildings were revalued at 28th February 2011, by external valuers Edwin Thompson LLP. The Trustees have considered the market valuations of the Land and Buildings at 31st December 2015 and consider them to be in line with the external valuation previously undertaken by Edwin Thompson LLP.

11. Debtors	2016 £	2015 £
Debtors	13,011	9,851
Amount owed by participating interest	37,500	30,000
Prepayments and accrued income	8,063	2,298
	<u>58,574</u>	<u>42,149</u>

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECMEBER 2016

12 Current asset investments

	2016	2015
	£	£
Investment in subsidiary undertakings	<u>0</u>	<u>0</u>

Holdings of 20% or more

The charitable company holds 20% or more of the share capital of the following companies:

Company	Country of Incorporation	Share Class	Share Holding
Berwick CoRE Ltd.	United Kingdom	Ordinary	100%

13 Creditors:- amounts falling due in less than one year

	2016	2015
	£	£
Trade creditors	4,166	3,496
Accruals and deferred income	84,270	98,470
	<u>88,436</u>	<u>101,966</u>

14

Analysis of net assets between funds

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Tangible Fixed Assets	257		230,000	230,257
Debtors	50,809	265	7,500	58,574
Investments				0
Cash at Bank and in Han	68,151	69,186	98,681	236,018
Current Liabilities	(11,685)		(76,751)	(88,436)
Net Assets as at 31st Dec. 2016	<u>107,532</u>	<u>69,451</u>	<u>259,430</u>	<u>436,413</u>

15 Ultimate controlling party

The company is controlled by the directors as trustees