

# **THE FINANCIAL STATEMENTS**

**The Manna House (Tamworth) Co.**

**Company Number**

**4491448**

**for the year ended 30th September 2017**

**The Manna House (Tamworth) Co.**

**for the year to 30th September 2017**

<b>Page 1</b>	<b>Company information</b>
<b>Page 2 -7</b>	<b>Director and Trustees Report</b>
<b>Page 8</b>	<b>Independent Examination Report</b>
<b>Page 9</b>	<b>Statement of Financial Activities</b>
<b>Page 10</b>	<b>Balance Sheet</b>
<b>Pages 11 - 18</b>	<b>Notes to accounts</b>

## **The Manna House (Tamworth) Co.**

### **Company Information**

#### **Directors**

Rev Dr Stephen Jonathan  
Mr Martin Wild  
Mr Timothy Rawlings  
Mr Dan Brockway  
Dr Fiona McLoughlin  
Mr Nick Pearson  
Mrs Brenda Hardy  
Dr James Nyambayo           Appointed April 2017

#### **Charity Number**

**1093988**

#### **Company Number**

**4491448**

#### **Company Correspondence Address**

The Manna House  
258- 264 Glascote Road  
Tamworth  
Staffordshire  
B77 2AT

#### **Independent Examiner**

G P Brookes Chartered Accountant  
130 Wombourne Park  
Wombourne  
Wolverhampton  
WV5 0LY

#### **Bankers**

Lloyds Bank  
Tamworth Branch  
17 George Street  
Tamworth  
Staffs B79 7LW

## **Manna House (Tamworth) Co. Annual Report 2016/17**

### **Structure, Governance and Management**

#### **Governing Document**

The organisation is a charitable company limited by guarantee and not having a share capital, incorporated on 22<sup>nd</sup> July 2002. It does not allocate dividends or any alternative reward. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The present scope of charitable activities include a 64 place child care nursery, community cafe/drop in centre, foodbank, parent and tots group, a social and luncheon service for the elderly, counselling services and a low cost new/second hand children's clothing store.

#### **Recruitment and Appointment of Directors and Trustees**

The Directors of the company are also charity trustees for the purpose of charity law and under the Company's Articles are known as members of the Management Committee. New trustees and directors are appointed as stated in the nominations policy.

#### **Trustee Induction and Training**

All trustees are familiarised with the practical work of the charity including but not limited to:

- The obligations of the Directors/ Trustees
- The obligations of Management Committee members.
- The main documents which set out the operational framework for the charity including the Memorandum and Articles.
- Resourcing and the current financial position as set out in the latest published accounts, together with quarterly management accounting updates
- Ongoing plans and objectives.

#### **Organisation Structure**

The Manna House (Tamworth) Co. presently has eight Trustee Directors (the directors), who have served during the accounting period. (Dr James Nyambayo was appointed as a Trustee during this Financial Year).

- |                           |                  |
|---------------------------|------------------|
| • Rev Dr Stephen Jonathan | Chairman         |
| • Mr Martin Wild          | Trustee Director |
| • Mr Timothy Rawlings     | Trustee Director |
| • Mr Nick Pearson         | Trustee Director |
| • Dr Fiona McLoughlin     | Trustee Director |
| • Mr Dan Brockway         | Trustee Director |
| • Mrs Brenda Hardy        | Trustee Director |
| • Dr James Nyambayo       | Trustee Director |
| • Mrs Jo Criddle          | Sec to Trustees  |

Project co-ordinators/leaders are appointed for each key project area reporting through to the directors who are responsible for oversight and preparing the Annual Report and Financial Statements.

The directors are responsible for preparing financial statements for each financial year which give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice of the state of affairs

of the Company for that period. The directors are responsible for ensuring that proper accounting records are kept at all times which disclose as accurately as possible the ongoing financial position of the Company

The directors are responsible for safeguarding the assets of the Company and for taking all reasonable steps for the prevention and detection of fraud and other irregularities.

The directors meet typically every two to three weeks and no less frequently than on a monthly basis and are responsible for the strategic direction and policies of the charity, compliance with the requirements of the Charity Commission and Companies House, together with the management oversight of the charity's ongoing projects and finances.

At these regular meetings the directors review the status of all the projects, consider operational issues, review budgets and financial reports, and ensure that policy and strategic development are maintained in accordance with the Memorandum and Articles. The various project managers manage the day-to-day work, supervise staff, develop skills and ensure good practice.

The Manna House (Tamworth) Co. is based in Glascote, Tamworth and the great majority of its activities are operated and managed from this site.

### **Staffing & Volunteer Team**

There were around 20 full time and 5 part-time paid operational and support posts during the year, supported by some 60+ volunteers. All staff receive ongoing supervision, performance review, mentoring, coaching and training appropriate to their role. The number of staff has remained broadly stable over the year.

The charity's volunteer team provide the vital resource week by week that enables the work across all projects to be sustained. Without this resource it would be impossible for the charity to operate. It is estimated that on the basis of typically some 50 volunteers per week each providing an average of 8 hours volunteer work, the financial "contribution in kind" exceeds £150,000pa when valued at minimum wage rate.

### **Risk Management**

The directors keep under ongoing review the major risks, revenue earning channels and grant funding strategies, based on continuing diversity of funding and project work, consistent with meeting the charitable needs of the local community the company has been established to serve.

Key policies and practices are in place and compliance is monitored in such areas as child and vulnerable adult safeguarding, health and safety, fire risk management, relevant insurance policies and practice, food hygiene, Disclosure and Barring Service (DBS) checks etc.

### **Aims and Objectives**

The Manna House (Tamworth) Co. seeks to provide care and support across all ages in the local community. Our aim is to work with a distinctive Christian ethos showing value, respect and acceptance to both individuals and families by relevant support initiatives at both crisis and preventative levels into the local community, through a comprehensive range of services.

The charitable objects are:

1. To further such charitable purposes for the benefit of the inhabitants in and around the community of Tamworth, Staffordshire as the Trustees think fit
2. In furtherance of this primary objective the charity presently undertakes the following activities:
  - a. Child day care nursery
  - b. Manna House community café/drop in centre
  - c. Tamworth Foodbank
  - d. Prime Time project for the elderly
  - e. Weekly parents and tots group
  - f. Marshmello new and second hand children's clothing outlet.
  - g. Counselling Service

and such other voluntary social welfare work as may from time to time arise and which are in accordance with the charity's aims and objectives and with the Charity Commission's guidance on delivery of public benefit.

At all times we seek to:

- Build new and strengthen existing contacts and relationships with members of the local community.
- Work in partnership with other relevant agencies in the community, both voluntary and statutory.

In providing these services we seek to ensure our projects work to the highest standards through:

- Relevant training opportunities given to staff.
- The organisation's commitment to sustainability of its services.

## **Achievements and Performance**

In the past 12 months the charity has continued to work hard to deliver a wide range of services of tangible public benefit into the community. Specifically these include:-

### **Day Nursery**

The day nursery retains its position as one of the most popular nurseries in Tamworth with very good OFTSED ratings. The nursery has 64 places offering both full and part time places 51 weeks a year from 7.30am to 6.00pm. Overall occupancy rates are satisfactory despite the ongoing economic difficulties. Fees remain highly competitive in the local market so as to offer the best opportunity for families on limited incomes that can be provided. With effect from Sept 2017 the nursery has begun to offer 30 hours per week of free nursery care for children aged 3+ who meet the qualifying criteria. The Parenta On-line Nursery Management software provides cloud based systems for fee management, child record keeping, attendance and occupancy, staff deployment, parent engagement and for the maintenance of all necessary EYFS records.

### **Counselling Service**

The Christian Counselling Service continues to operate with two professionally accredited volunteer counsellors providing free of charge life crisis counselling support to anyone who wishes to avail themselves of this service, based within the Manna House centre.

### **Foodbank**

This project operates under the aegis of the Trussel Trust national social franchise and began in the Manna House Coffee Shop in October 2011. The project provides emergency food supplies to individuals or families in the local community who have insufficient funds to meet their immediate food needs. Food can be provided on 3 occasions in a 3 month period, each of 3 days appropriate to the size of the family unit.

Referrals to the Foodbank continue to come via statutory and voluntary sector partner agencies across the community. Food is collected by voluntary donation in the local area including schools, churches and voluntary groups together with special collection days at local supermarkets. The food is warehoused at Tamworth Fire Station where a large storage area has been provided and a second storage point provided free of charge by the Tamworth Borough Council.

There are around 80 partner agencies working with the Manna House Charity both as collection points and also referral partners. Since operations began 6 years ago some 42000 days of food have been distributed free of charge to those in greatest need in the local community and demand continues unabated.

A second satellite Foodbank distribution point operates on the far side of Tamworth in St Andrew's Methodist Church, Leyfields one day a week providing local access to the service. The partnership with the retail bakery chain providing end of day baked goods for free of charge distribution within the following 24 hours has run successfully all year, supporting the Foodbank but also the wider community work of the charitable company.

### **Manna House Centre and Coffee Shop**

The Manna House centre opened as a free of charge café/drop in centre in summer 2012. It remains the primary venue for Foodbank distribution work as well as the Marshemello new and second-hand children's clothing store. The centre is managed by a salaried Centre Manager with a team of volunteers on hand to serve refreshments and lend a listening ear to those in need of support and signposting to relevant support agencies.

### **Parents and Tots Group**

During the year the free of charge weekly parents and tots group has continued to thrive using accommodation on the first floor of the Manna House centre. There is the opportunity for children to play together whilst parents socialise and share their cares and concerns in a mutually supportive environment. Refreshments are provided free of charge in order to encourage those local families most of in need of support to participate.

### **Prime Time group for the elderly**

The Prime Time friendship and luncheon club for the elderly continues to operate every Wednesday and Thursday, with a smaller discussion group meeting each Tuesday. Its aim is to help to avoid isolation and social exclusion in older people who wish to continue to live independently, and to offer an opportunity for regular social engagement and relevant activities. The project is now in its 13<sup>th</sup> year of operation and supports around 100 older persons in age from late 60s to mid 90s. On Wed. and Thur. the group meets at 11:30am for coffee then lunch with speakers or social activities continuing until 2.30-2.45pm.

Free transport to and from home is provided by a network of volunteer drivers. Home visits are made where possible to those too ill or infirm to come to the weekly meetings. Some 35-45 persons per day attend on either Wednesday or Thursday and around 20 come to the (shorter) Tuesday afternoon meeting. In addition Prime Time continues to provide escorted day trips out several times a year and an accompanied holiday for some 50 Prime Timers including wheelchair support as required.

The project is dependent on a weekly payment by those who attend of £7.50 and is in receipt of a three year grant from the Henry Smith Charity supporting the salaried posts of Prime Time Co-ordinator and Prime Time Cook which extends to Dec 2018. The project is supported by a dedicated team of 15-20 volunteers a week. Continuation funding options will be reviewed in the early part of 2018.

## **Financial Review**

### **Income and Expenditure**

For the financial year 2016/17 income from charitable activities rose to £476,553 (up 1.02%) of which £31,242 was grants/donations income, (excluding £23,831 of Foodbank food donations in kind) but including £15,400 was provided by the Henry Smith Charity. All other income was self-generated from the activities of the charity across its major projects, and the charity was therefore 93.4% self-funding over the year (an improvement of 3.4%).

All project specific funding is carefully managed to ensure that moneys are correctly deployed and that ring-fenced funds are protected and costs properly allocated.

Overall resources expended for the year were £468,931 (up 7.5%) including minor capital items, governance costs and depreciation. A nett surplus of £11,346 (7.5% of total incoming resources) was recorded for the financial year. This is a smaller surplus than last year.

### **Reserves Policy**

The directors maintain a watching brief on the overall level of reserves necessary to protect the ongoing work of the charity, but remain cognisant of the very poor return on deposits afforded by the banking sector which continue to fall short of ongoing inflation. At the end of this financial year cash reserves totalled £132,807.

The strategic goal remains one of securing and strengthening the ongoing operation of the charity for the benefit of those in need within the local community through the charity's continuing mixed portfolio of projects and activities.

### **Future Plans**

The charity continues to operate close to breakeven using both self-generated and project specific grant funding. New project activities will continue to be researched and appraised with uptake determined by their alignment with the core values of the charity and overall financial sustainability. Future grant support will continue to be researched and applications put forward as the Trustees seek to best fulfil the objectives of the charity within the Tamworth Community, providing care and support across all generations regardless of nationality, race, colour or creed. Equally where projects are supported by revenue grants then ongoing funding will be sought either through further grants or where practicable extending income generating strategies consistent with the core values and aims of the charity.

### **Apportionment Policy**

It is recognised that some costs and overheads need to be apportioned across the different services/projects. Such cost allocation is as far as possible on a basis consistent with the relative size of the projects and their consequential use of relevant resources and infrastructure. The overheads of the smallest projects with no significant income are met by the charity.



## **Statement of Directors Responsibilities**

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year.

In preparing those financial statements, the Directors should follow best practice and:


- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Directors are 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.

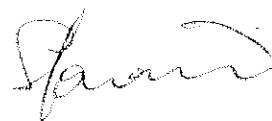
The financial statements have been prepared in accordance with the accounting policies set out in notes of the financial statements and comply with the charity's Memorandum and Articles of Association, applicable law and the requirements of the Statement of Recommended Practice.

## **Approval**

This report was agreed on 4 December 2017



Martin Wild  
Director and Trustee



Stephen Jonathan  
Director and Chairman of Trustees

**The Manna House (Tamworth) Co.**

for the year to 30th September 2017

*Independent Examiners Report to the Trustees of The Manna House ( Tamworth) Co.*

I report to the charity trustees on my examination of the accounts of the company for the year ended 30 September 2017 which is set out on pages 9 to 18 .

***Responsibilities and basis of report***

As the charity trustees of the company (who are treated as directors for the purposes of the company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ( 'The 2006 Act' )

Having satisfied myself that the accounts of the company are not required under Part 16 of the 2006 Act and are eligible for independent examination , I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act

***Independent Examiner's Statement***

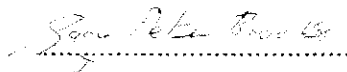
Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I can confirm that I am qualified to undertake the examination because I am a member of The Institute Of Chartered Accountants for England and Wales

I have completed my examination . I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect :

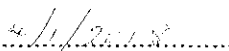
- (1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act, or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view ' which is not a matter considered as part of an independent examination ;or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland ( FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed



Date



Gary Peter Brookes

Fellow of The Institute of Chartered Accountants of England and Wales

130 Wombourne Park

Wombourne

South Staffs

WV5 0LY

**The Manna House (Tamworth) Co.**  
**Statement of Financial Activities**  
**for the year to 30th September 2017**

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	** Total Funds
			2017		2016
		£	£	£	£
<b>Income</b>					
Investment Income		2,058	-	2,058	916
Charitable activities	2	366,564	109,989	476,553	466,637
Other Income		1,666	-	1,666	2,196
<b>Total</b>		<u>370,288</u>	<u>109,989</u>	<u>480,277</u>	<u>469,749</u>
<b>Expenditure</b>					
Charitable activities	3	317,125	151,806	468,931	436,398
<b>Total</b>		<u>317,125</u>	<u>151,806</u>	<u>468,931</u>	<u>436,398</u>
<b>Net income/(expenditure)</b>		<u>53,163</u>	<u>(41,817)</u>	<u>11,346</u>	<u>33,351</u>
<b>Reconciliation of funds</b>					
Total Funds brought forward at 1 October 2016		185,468	65,917	251,385	218,034
Transfers		(27,445)	27,445	-	-
Total Funds carried forward at 30 September 2017		<u>211,186</u>	<u>51,545</u>	<u>262,731</u>	<u>251,385</u>

There were no recognised gains or losses for 2017 and 2016 other than those included in the Financial Activities.

This Statement of Financial Activities incorporates the same information required for an Income and Expenditure account under the Companies Acts

\*\* full comparatives for 2016 are shown in note 16.

**The Manna House (Tamworth) Co.**

**Balance Sheet**

As at 30th September 2017

	Note	2017		2016	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible Assets for use by the Company	7	24,991		27,245	
Investment	8	<u>103,099</u>	128,090	32,441	59,686
<b>Current Assets</b>					
Food Bank stock	1	2,527		5,646	
Concessionary Loan Receivable	9	74,000		91,968	
Prepayment	10	49,327		54,327	
Debtors	11	7,382		12,298	
Cash at bank and in hand	12	<u>29,708</u>		<u>42,769</u>	
Total		162,944		207,008	
<b>Creditors : amounts falling due within one year</b>	13	28,303		15,309	
<b>Net Current Assets</b>			134,641		191,699
<b>Net Assets</b>			<u>262,731</u>		<u>251,385</u>
<b>Represented by</b>					
<b>Funds</b>					
Restricted Funds	15		51,545		65,917
Unrestricted Funds			211,186		185,468
Total			<u>262,731</u>		<u>251,385</u>

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

For the year ended 30 September 2017 the company was entitled to exemption from audit section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476

Directors responsibilities:

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

Signed on behalf of the Board on ..... *Stephen Jonathan* .....  
 5/12/17

NAME ..... *STEPHEN JONATHAN* .....

## **The Manna House (Tamworth) Co.**

### **Notes to the accounts**

**for the year to 30th September 2017**

#### **1. Accounting Policies**

##### **Basis of preparation**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with , the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2015) and the Charities Act 2011. The Financial statements are prepared on a going concern basis under the historic cost convention modified to include certain items at fair value when applicable. The financial statements are prepared in sterling which is the functional currency of the charity. Significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

No changes have been made to the financial statements for previous years unless otherwise stated within the notes as a prior year adjustment.

##### **Funds**

**Unrestricted funds** Unrestricted funds 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** Designated funds comprise of 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** Restricted funds are those funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost of raising and administering such fund 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 or grants received for a specific object or invited by the charity for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The charity does not usually invest separately for each fund.

##### **Income Recognition**

Donations are recognised when received. Grants are accounted for when the charity is legally entitled to the amounts due. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

## **The Manna House (Tamworth) Co.**

### **Notes to the accounts**

**for the year to 30th September 2017**

#### **1. Accounting Policies (cont)**

##### **Expenditure Recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

##### **Governance costs**

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

##### **Debtors and creditors**

Debtors and Creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

##### **Gifts in Kind**

The Charity through the Food Bank was donated food to notional value of £26,310 in the year.

The notional value of food distributed was £25,839

##### **Assets**

##### **Tangible fixed assets for use by charity**

Tangible fixed assets are stated at cost ( or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Costs includes costs directly attributable to making the assets capable or operating as intended. These are capitalised if they can be used for more than one year, and cost at least £1000. They are valued at cost.

Depreciation is provided at rates calculated to write off the cost less estimated residual value, over their expected useful lives.

Premises, fixtures and fittings are depreciated at 10% straight line

Office Equipment is depreciated at 25% Straight Line

Solar Panels are depreciated at 4% straight line

##### **Going Concern**

The directors consider that the charity remains viable for the year ahead.

**The Manna House (Tamworth) Co.**  
**Notes to the accounts**  
for the year to 30th September 2017

**2 Analysis of Incoming Resources**

**Incoming resources from charitable activities**

	Unrestricted Funds £	2017 Restricted Funds £	Total £	2016 Total £
<b>Day Nursery</b>				
Fees	365,156	-	365,156	349,330
Donations	256	-	256	-
<b>Coffee Shop</b>				
Donations	-	7,450	7,450	7,978
Clothes Sales	-	770	770	839
<b>Counselling Services</b>				
Small donations etc	-	180	180	225
<b>General Activities</b>				
Rental Income	732	-	732	6,714
Donations	420	-	420	385
<b>Prime Time</b>				
Grants	-	16,900	16,900	12,833
Donations	-	500	500	16
Client contributions	-	25,855	25,855	25,609
Events and holiday income	-	27,791	27,791	35,184
<b>Night Shelter</b>				
Donations	-	214	214	-
<b>Food Bank</b>				
Grants and Donations	-	30,329	30,329	27,524
	<u>366,564</u>	<u>109,989</u>	<u>476,553</u>	<u>466,637</u>

**The Manna House (Tamworth) Co.**  
**Notes to the accounts**  
**for the year to 30th September 2017**

**3 Analysis of Resources Expended**  
**Charitable activities**

	Day Nursery		Counselling Services		Food Bank		2017 Coffee Shop		2016	
	£	£	£	£	£	£	Shelter	Prime Time	Total	Total
Salaries	221,551	-	-	-	-	-	100	21,752	256,160	219,116
<b>Direct Costs</b>										
Food	20,021	5	29,501	968				12,153	62,650	55,704
Premises costs	23,936	362	882	1,269			168	537	27,154	18,954
Utilities	7,328	625	1,424	1,424			237	831	11,869	12,174
Resources and activities	3,123	10	34	267			19	991	4,444	8,340
Advertising	-	-	-	-			-	-	-	227
Travel and transport costs	916	42	97	585			16	5,953	7,609	8,646
Events and trips	453	-	-	-			-	29,169	29,622	35,901
Supervision costs	-	720	-	-			-	-	720	536
Training	1,452	-	-	-			-	146	1,598	990
Other direct costs	3,546	18	401	41			7	24	4,037	5,429
	<b>282,326</b>	<b>1,782</b>	<b>32,339</b>	<b>17,311</b>			<b>549</b>	<b>71,556</b>	<b>405,863</b>	<b>366,017</b>
<b>Support Costs</b>										
Rent and Service Charges	13,088	1,116	2,544	2,544			424	1,484	21,200	28,950
Administrator Salary	14,610	1,246	2,840	2,840			473	1,657	23,666	23,428
Computer and Software	1,944	38	87	87			15	51	2,222	2,285
Insurance	1,309	110	316	250			42	146	2,173	2,124
Depreciation	2,503	213	486	486			81	284	4,053	3,604
Office Expenses	4,922	321	762	744			122	528	7,399	7,088
Other support costs	427	36	133	83			14	48	741	1,289
Governance	996	85	194	194			32	113	1,614	1,613
<b>Totals</b>	<b>322,125</b>	<b>4,947</b>	<b>39,701</b>	<b>24,539</b>			<b>1,752</b>	<b>75,867</b>	<b>468,931</b>	<b>436,398</b>



**The Manna House (Tamworth) Co.**  
**Notes to the accounts**  
**for the year to 30th September 2017**

<b>4. Governance Costs</b>	<b>2017</b>	<b>2016</b>
	£	£
Independent Examination	1,600	1,600
Professional fees	13	13
	<u>1,613</u>	<u>1,613</u>

**5. Net movement in funds for the year**

The net movement in funds for the period is stated after charging:

	£	£
Depreciation of tangible assets	4,054	3,604
Independent Examination	1,600	1,600

**6. Staff Costs**

No remuneration was paid to the directors during the period

The staff costs of the remaining staff were:

	£	£
Wages & Salaries	269,856	234,998
Social Security costs	9,022	7,546
Pension Costs	947	-
	<u>279,825</u>	<u>242,544</u>

Average numbers of staff were:

Caring services 16 full time and 3 part time employees, Other 1 Full time 1 Part time

**7. Tangible fixed assets for use by the Company**

	<b>Premises Refurb</b>	<b>Equipment &amp; Software</b>	<b>Solar Panels</b>	<b>Total</b>	<b>Total</b>
	£	£	£	£	£
Cost as at 1 October 2016	31,128	20,081	22,840	74,049	71,296
Additions	-	1,800	-	1,800	2,753
Cost as at 30 September 2017	<u>31,128</u>	<u>21,881</u>	<u>22,840</u>	<u>75,849</u>	<u>74,049</u>
Depreciation as at 1st October 2016	23,529	18,705	4,570	46,804	39,596
Charge for the period	2,001	1,139	914	4,054	3,604
Depreciation as at 30 September 2017	<u>25,530</u>	<u>19,844</u>	<u>5,484</u>	<u>50,858</u>	<u>43,200</u>
Net book Value as at 30 September 2017	<u>5,598</u>	<u>2,037</u>	<u>17,356</u>	<u>24,991</u>	
Net book Value as at 30 September 2016	<u>7,599</u>	<u>1,376</u>	<u>18,270</u>	<u>27,245</u>	

**The Manna House (Tamworth) Co.**

**Notes to the accounts**

**for the year to 30th September 2017**

	2017	2016
	£	£
<b>8. Investment</b>		
Deposit Elim Bank	<u>103,099</u>	<u>32,441</u>
	£	£
<b>9. Current asset :Amounts falling due after more than one year</b>		
Loan to Elim Tamworth Church	<u>74,000</u>	<u>91,968</u>
	£	£
<b>10. Prepayment</b>		
This is an advance payment for services and recharges to be received from the Elim Church Tamworth in the 25 years to November 2028	<u>49,327</u>	<u>54,327</u>
	£	£
<b>11. Debtors</b>		
Sundry Debtors	<u>7,382</u>	<u>12,298</u>
	£	£
<b>12. Bank and Cash</b>		
Bank Accounts	29,632	42,543
Petty Cash	76	226
	<u>29,708</u>	<u>42,769</u>
	£	£
<b>13. Current Liabilities</b>		
Accruals	16,416	12,742
PAYE	2,820	-
Fees in Advance	5,000	-
Grant In advance	4,067	2,567
	<u>28,303</u>	<u>15,309</u>
	£	£

**The Manna House (Tamworth) Co.**  
**Notes to the accounts**  
**for the year to 30th September 2017**

14. Analysis of net assets between funds	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 30th September 2017 as represented by:			
Fixed assets	24,991	-	24,991
Cash and Current Investments	103,099	-	103,099
Net current assets	83,096	51,545	134,641
<b>Total net assets</b>	<b>211,186</b>	<b>51,545</b>	<b>262,731</b>

**15. Fund Movements**

	Fund Balances Brought Forward	Incoming Resources	Outgoing Resources	Transfers	Fund Balances Carried Forward
	1 Oct 2016				30 Sept 2017
	£	£	£	£	£
<b>Restricted Funds</b>					
<b>General</b>	54,327	-	5,000	-	49,327
<b>Prime Time</b>					-
Henry Smith	-	15,400	15,400	-	-
Silver Social Action	-	1,500	1,500	-	-
Other	-	54,146	58,967	4,821	-
<b>Food Bank</b>	11,590	30,329	39,701	-	2,218
<b>Coffee Shop</b>	-	8,220	24,539	16,319	-
<b>Counselling Services</b>	-	180	4,947	4,767	-
<b>Night Shelter</b>	-	214	1,752	1,538	-
	<u>65,917</u>	<u>109,989</u>	<u>151,806</u>	<u>27,445</u>	<u>51,545</u>
<b>Unrestricted Funds</b>					
General funds	<u>185,468</u>	<u>370,288</u>	<u>317,125</u>	<u>(27,445)</u>	<u>211,186</u>
<b>Total Funds</b>	<u>251,385</u>	<u>480,277</u>	<u>468,931</u>	<u>-</u>	<u>262,731</u>

**16. Related Party Transactions**

There are no related party transactions

**The Manna House (Tamworth) Co.  
Statement of Financial Activities  
for the year to 30th September 2017**

**16. Previous year detailed comparatives**

	Notes	Unrestricted Funds	Restricted Funds	Total Funds
		2016		
		£	£	£
<b>Income</b>				
Investment Income		916	-	916
Charitable activities	2	418,077	48,560	466,637
Other Income		2,196	-	2,196
<b>Total</b>		<u>421,189</u>	<u>48,560</u>	<u>469,749</u>
<b>Expenditure</b>				
Charitable activities	3	380,314	56,084	436,398
<b>Total</b>		<u>380,314</u>	<u>56,084</u>	<u>436,398</u>
<b>Net income/(expenditure)</b>		<u>40,875</u>	<u>(7,524)</u>	<u>33,351</u>
<b>Reconciliation of funds</b>				
Total Funds brought forward at 1 October 2015		144,593	73,441	218,034
Total Funds carried forward at 30 September 2016		<u>185,468</u>	<u>65,917</u>	<u>251,385</u>