

**Registered Company Number: 9080083**  
**Registered Charity Number: 1158524**

**COMMSORTIA LIMITED**  
**(A Company Limited by Guarantee)**

**FINANCIAL STATEMENTS AND ANNUAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2017**

**COMMSORTIA**

(A Company Limited by Guarantee)

**Financial Statements  
For the Year Ended 30 JUNE 2017**

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**COMMSORTIA LIMITED****Directors Annual Report for the year ended 30 June 2017**

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The Directors present their annual report and financial statements for the year ended 30 June 2017.

**Reference and Administrative Information**

**Charity Registration Number:** 1158524

**Registered Company Number:** 9080083

**Registered Office:** c/o Voluntary Impact  
Northamptonshire  
15 St Giles Street  
Northampton  
NN12 6YZ

**Directors/Trustees** Jane Carr (Chair resigned 16.11.16 )  
Liam Condron  
Pamela Law  
Martin Lord  
Mark Major  
Victoria Miles  
Robert Tracey (resigned 11.05.17)

**Company Secretary:** Robert Tracey (until 24.05.17)  
David Ward (from 24.10.17)

**Independent Examiners:** CVS Northamptonshire  
32-36 Hazelwood,  
Northampton, NN1 1LN

**Bankers:** Unity Trust Bank plc  
9 Brindleplace  
Birmingham  
B1 2PH

**Directors Annual Report for the year ended 30 June 2017**

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**Governance, Structure and Management**

The trustees being directors, being the directors of the charitable company, present their report and financial statements for the period ended 30 June 2017.

**Governing Document**

The charity is a charitable company limited by guarantee and was incorporated on 10 June 2014. It is governed by the Memorandum and Articles of Association.

**Recruitment and Appointment of Trustees**

The Directors of the company are also charity Trustees for the purpose of charity law. They are also known as members of the Board and are appointed at the Annual General Meeting.

The Memorandum & Articles of Association provides for a minimum of 7 Directors and a maximum number of 12 is prescribed.

**Trustee Induction and Training**

The Board of Trustees actively seek to recruit new Trustees from the community, and on appointment new trustees receive a formal induction process covering the role and responsibilities of Trustees. Appropriate training is offered to all Trustees on a regular basis.

**Vision Statement**

To create a society in which all people have good healthy, quality lives through living in positive social, economic and environmental circumstances, through the provision of high-quality, responsive, generalist and specialist services and facilities.

**Risk Management**

The Board has assessed the major operational risks to which the charity is exposed, those related to the operations and finances of the charity and are satisfied that systems are in place to mitigate our exposure to the major risks. The Trustees do not believe the charity is subject to any substantial risk beyond the liabilities disclosed in the Annual Report and Accounts.

The Trustees confirm systems have been established so that the necessary steps can be taken to lessen these risks.

**Organisational Structure**

The Charitable Company is managed by the Board of Trustees, all of whom are directors of the company who consider all significant expenditure and other requests at their meetings

**Directors Annual Report for the year ended 30 June 2017**

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**Public Benefit Statement**

The focus of this formal consortium will be to build on existing capacity and the positive track records of consortium member organisations to co-deliver a range of holistic, bespoke public services, available at the point of need.

The intention is that this consortium will embrace organisations across a wide spectrum of service sectors such as social welfare advice, health and wellbeing, employment support, community transport, environment, heritage, as well as volunteering and infrastructure 'capacity building' support.

**Aims & Objectives**

Commsortia is a joint venture both of and for community based voluntary and social enterprise sector organisations in Northamptonshire, surrounding counties, and elsewhere.

The consortium's mission is to:

Ultimately harness the power of collaboration between local Voluntary, Community and Social Enterprise sector organisations to:

1. Strengthen community based not-for-profit organisations.
2. Maximise their sustainable funding and investment opportunities.
3. Share their resources and expertise, to add value to frontline public service delivery.
4. Support communities to identify their own needs and build community led solutions.

It will aim to achieve this by securing larger and more complex contracts and grant funding for the delivery of public services, activities and facilities and to manage the ensuing revenue through a joint consortium approach.

In setting our objectives and planning our activities the Trustees have given consideration to the Charity Commission's general guidance on public benefit.

**Achievement and Performance**

The main income gained during this financial year was the successful tender and award of contract for the Social Wellbeing contract from First For Wellbeing for a value of £7.1m over 3 years starting from the 1<sup>st</sup> April 2017. 19 members are involved with the delivery of this contact currently.

The 2-year grant from the Northamptonshire Leadership Group administered by contract with Northamptonshire County Council for £100,000 to cover the build-up costs during the initial 2 years of formation of the company ended 30 June 2017.

**Directors Annual Report for the year ended 30 June 2017**

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In November 2016, we started the delivery of the European funded project in partnership with the University of Northampton, Building Better Opportunities for the Northamptonshire Enterprise Partnership LEP area. The project will receive up to £1.4 million of funding from the Big Lottery Fund and the European Social Fund as part of the 2014-2020 European Structural and Investment Funds Growth Programme in England, and is to be completed by December 2019.

The membership of the consortium increased to 40 organisations and broadened the ability to seek further contract opportunities.

**Financial Review**

The company has generated a surplus of £2,760, (2016: 12,750) on unrestricted activity for the year. The company continue to seek further income streams from projects and social enterprise activities. Restricted funds held at the year-end amounted to £91,653. (2016: £nil)

**Reserves**

The Trustees will seek to generate appropriate levels of reserves to maintain the charity into the future.

## **Directors Annual Report for the year ended 30 June 2017**

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### **Responsibilities of the Directors**

The Trustee's Board (who are also directors of Commsortia Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees/Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resource, including the income and expenditure account, 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 judgments and estimates that are reasonable and prudent;
- state whether applicable Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees/Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

The Trustee Board are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.


**Directors Annual Report for the year ended 30 June 2017**


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This report has been prepared in accordance with the Statement of Recommended Practice:

Accounting & Reporting by Charities FRS 102 (issued in January 2016) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

Presented and approved by the Board of Directors/Trustees at a committee meeting held on 30th October 2017, and signed on their behalf by:

  
.....  
**Carol Phillips** **Acting Chair**

  
.....  
**Anjona Roy** **Director**



FOR THE YEAR ENDED 30th JUNE 2017

PRINCIPAL ACCOUNTING POLICIES

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**Basis of preparation**

The financial statements have been prepared under the historical cost convention, and in accordance with the Statement of Recommended Practice (SORP), Financial and Reporting Standards for Small Entities (FRS 102 January 2016) and applicable UK Accounting Standards and the Charities Act 2011

**Ultimate Controlling Party**

The Commsortia is a registered charity controlled and managed by the the Board individually named in the Annual Report.

**Fixed Assets**

Depreciation is calculated to write down the cost of tangible fixed assets. The straight line method has been adopted.

Office Equipment	25%
IT Equipment	25%

**Income**

Income is brought into account on a receivable basis.

**Intangible Income**

Intangible income, in the form of donated facilities and voluntary help etc., is not included in the financial statements since it is not considered practicable to quantify such income.

**Expenditure**

Expenditure is stated inclusive of value added tax, and is brought into account in the year in which it is due. Costs are allocated to functional headings on the bases of direct costs plus overheads on a fair and reasonable estimated basis.

**Reserves**

The current reserve policy is to maintain sufficient cash flow for known commitments, and the replacement of certain assets.

**Risk**

The trustees do not believe the charity is subject to any substantial risk beyond the liabilities disclosed in its Annual Report and Accounts.

**FOR THE YEAR ENDED 30th JUNE 2017**

**PRINCIPAL ACCOUNTING POLICIES**

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**Unrestricted Reserves**

Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees in furtherance of the work of the charity.

**Designated Reserves**

Designated funds are funds set aside by the trustees out of unrestricted general funds of the Charity for specific purposes of projects. Designated funds can be re-designated if, in the opinion of the trustees, a change in circumstances make this appropriate.

**Restricted Reserves**

Restricted funds can only be used for particular purposes within object of the Charity. Restriction arise when specified by the donor or when funds are raised for particular purposes. Expenditure which meets these criteria is charged to the funds, together with a fair allocation of management support costs. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Format**

The company has taken advantage of the provisions of the Companies Act 2016, and presented and income and expenditure account in the form of statement of financial activities on the grounds that it enables the financial statements to show a true and fair view of the results for the period.

**Taxation**

Commsortia is a registered charity (No.1158524). In accordance with the provisions of Section 505 of the Income and Corporation Taxes Act 1988, no tax is payable on any surplus generated by the non-trading company.



## **Independent Examiner's Report to the Trustees of:**

### **COMMSORTIA LIMITED**

**Registered Charity Number: 1158524**

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We report on the accounts of the company for the year ended 30<sup>th</sup> June 2017, which are set out on the attached pages 11 to 17.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the 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 an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act,
- state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

Our examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures of 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:

1. which gives me reasonable cause to believe that in any material respect, the requirements:
  - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, 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

2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

B Peers-Ross

Brenda Peers-Ross FMAAT, ACIE  
6<sup>th</sup> November 2017

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30th JUNE 2017

	Notes	Unrestricted £	Restricted £	2017 £	2016 £
<b>Income from:</b>					
Donations and legacies		-	-	-	-
Charitable activities	1	51,000	925,492	976,492	53,250
Investment income - interest		-	-	-	14
Other		-	-	-	-
<b>Total Income</b>		<b>51,000</b>	<b>925,492</b>	<b>976,492</b>	<b>53,264</b>
<b>Expenditure on:</b>					
Raising funds		-	-	-	-
Charitable activities	2	53,760	833,839	887,599	50,144
Other		-	-	-	-
<b>Total expenditure</b>		<b>53,760</b>	<b>833,839</b>	<b>887,599</b>	<b>50,144</b>
Net income/(expenditure)		(2,760)	91,653	88,893	3,120
transfers		-	-	-	-
<b>Reconciliation of funds:</b>					
Total funds brought forward		14,175	-	14,175	11,055
<b>Total funds carried forward</b>		<b>11,415</b>	<b>91,653</b>	<b>103,068</b>	<b>14,175</b>

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.

BALANCE SHEET AS AT 30th JUNE 2017 Company Number: 9080083

	Notes	Unrestricted £	Restricted £	Total 2017 £	Total 2016 £
<b>ASSETS:</b>					
<b>Fixed Assets</b>	<b>4</b>	-	-	-	-
<b>Current Assets</b>					
Sundry Debtors	<b>5</b>	13,854	-	13,854	-
Cash at Bank and in Hand		1,985	193,305	195,290	22,462
		15,839	193,305	209,144	22,462
<b>Creditors</b>					
Amounts falling due within one year	<b>6</b>	(4,424)	(101,652)	(106,076)	(8,287)
		(4,424)	(101,652)	(106,076)	(8,287)
<b>Net current assets/(liabilities)</b>		11,415	91,653	103,068	14,175
<b>Total assets less current liabilities</b>		11,415	91,653	103,068	14,175

Charity Funds	Notes	Unrestricted	Restricted	Total	2016
Unrestricted Funds	<b>8</b>	11,415	-	11,415	14,175
Restricted Funds	<b>9</b>	-	91,653	91,653	-
<b>Total Charity Funds/(deficit)</b>		11,415	91,653	103,068	14,175

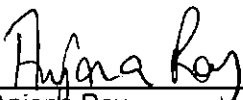
For the year ending 30th June 2017, the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (i) the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.
- (ii) the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- (iii) these accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts have been prepared in accordance with the special provisions relating to small companies within the Companies Act 2006.

The financial statements were approved and authorised for issue by the Board on 30th October 2017. Signed on behalf of the board.

  
Anjona Roy Director

The notes on pages 13 to 17 form part of these financial statements.

NOTES TO THE ACCOUNTS

	Unrestricted £	Restricted £	2017 £ Total £	2016 £ Total £
<b>1 Income from Charitable Activities</b>				
Membership fees and subscriptions	1,000	-	1,000	3,250
Grants	50,000	260,206	310,206	50,000
Contracts	-	665,286	665,286	-
	<b>51,000</b>	<b>925,492</b>	<b>976,492</b>	<b>53,250</b>
<b>2 Expenditure Charitable Activities</b>				
Employment costs <b>3</b>	-	-	-	-
Membership, subscriptions	3	641	644	-
Travel and subsistence	170	736	906	1,033
Training	145	108	253	534
Recruitment	-	639	639	2,507
Project delivery and evaluation costs	-	605,131	605,131	13,868
Room Hire	-	128	128	-
Meetings and events	2,025	1,123	3,148	3,140
Project management fees	3,000	7,428	10,428	3,000
Partnership working	-	166,057	166,057	-
Sub contract support staff	33,334	42,882	76,216	19,855
Marketing and promotion	1,497	2,383	3,880	-
Professional fees	-	3,118	3,118	-
Equipment	-	146	146	-
Website maintenance	792	250	1,042	-
Grant repaid to Luton District Council	-	1,895	1,895	-
Telephones including mobiles	-	137	137	-
Consultant	4,900	-	4,900	-
Bank charges	72	8	80	-
	<b>45,936</b>	<b>832,810</b>	<b>878,746</b>	<b>43,937</b>
<b>Support costs</b>				
Office costs	3,830	1,030	4,860	4,445
Insurance	493	-	493	426
	<b>4,322</b>	<b>1,030</b>	<b>5,352</b>	<b>4,871</b>
<b>Governance</b>				
Finance & reporting costs	2,750	-	2,750	1,336
Independent Examinations	751	-	751	-
	<b>3,501</b>	<b>-</b>	<b>3,501</b>	<b>1,336</b>
	<b>53,760</b>	<b>833,839</b>	<b>887,599</b>	<b>50,144</b>

NOTES TO THE ACCOUNTS

	Unrestricted	Restricted	2017	2016
	£	£	Total	Total
			£	£
3 Trustees and Employees	-	-	-	-

There are no employees. Voluntary Impact Northamptonshire employ and provide operational support hours, which are invoiced on a monthly basis to the Charity. There are no paid key management personnel.

During the year the following expenses were reimbursed to trustees 2017:£nil. (2016: £nil).

During the year, the trustees received no remuneration. (2016: £nil)

	Unrestricted	Restricted	2017	2016
	£	£	Total	Total
			£	£
4 Fixed Assets	-	-	-	-

There are no Fixed Assets

	Unrestricted	Restricted	2017	2016
	£	£	Total	Total
			£	£
5 Debtors				
Trade	750	-	750	-
HMRC	315	-	315	-
Other	12,500	-	12,500	-
Pre-paid	289	-	289	-
	<u>13,854</u>	<u>-</u>	<u>13,854</u>	<u>-</u>

	Unrestricted	Restricted	2017	2016
	£	£	Total	Total
			£	£
6 Creditors amounts falling due within one year				
Trade Creditors	(1,824)	-	(1,824)	(4,488)
Deferred Income	(1,850)	-	(1,850)	-
HMRC - VAT quarter 4	-	(101,652)	(101,652)	-
Accruals	(750)	-	(750)	(3,799)
	<u>(4,424)</u>	<u>(101,652)</u>	<u>(106,076)</u>	<u>(8,287)</u>
Amount falling due after one year	-	-	-	-



NOTES TO THE ACCOUNTS

		Unrestricted		Restricted		Total
		£	£	£	£	£
7	Unrestricted Funds					
		Opening			Transfer	Closing
		Balance	Movement	Movement	Between	Balance
		01.07.16	In	Out	Funds	30.06.17
	General Reserve					
	Reserve	14,175	51,000	(53,760)	-	11,415
		14,175	51,000	(53,760)	-	11,415

General Reserve - the intentions is to establish a reserve of 6 - 12 months running costs as part of good financial management.

8	Restricted Funds					
		Opening			Transfer	Closing
		Balance	Movement	Movement	from	Balance
		01.07.16	In	Out	Unrestricted	30.06.17
	BBO SEMLEP	-	4,817	(3,417)	-	1,400
	UoN	-	216,954	(168,105)	-	48,848
	FfWB	-	665,286	(623,881)	-	41,405
		-	887,056	(795,403)	-	91,653

BBO, UoN Northamptonshire based VCSE organisations are working together to provide holistic support to people across the county. Commsortia has partnered with the University of Northampton to deliver the (BBO) project, helping people back onto the path into employment. Working Progress offers rounded support to participants, which could vary from confidence building and mentoring, to CV writing and money advice; all of which focuses on the needs of the individual.

FfWB . First of Wellbeing's social wellbeing service is designed to combat **social isolation and loneliness** by working with people on an individual basis, By assessing social interest, goals and the service aims to link with meaningful connections and activities in the community.

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- Ultimate Controlling Party**

The Charity is controlled by the board of Trustees who are listed in the Trustees' Annual Report



Reconciliation of net movement in funds to net cash flow from operating activities

Table 9	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Net movement in funds for the reporting period (as per the statement of financial activities)	11,415	91,653	103,068	14,175	-	14,175
Adjustments for:						
Depreciation charges	-	-	-	-	-	-
Dividends, interest and rents from investments	-	-	-	-	-	-
Loss/(profit) on the sale of fixed assets	-	-	-	-	-	-
(Increase)/decrease in stocks	-	-	-	-	-	-
(Increase)/decrease in debtors	(13,854)	-	(13,854)	-	-	-
Increase/(decrease) in creditors	4,424	101,652	106,076	8,287	-	8,287
Net cash provided by (used in) operating activities	1,985	193,305	195,290	22,462	-	22,462

Analysis of cash at bank and in hand less overdrafts

Table 10	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Cash in hand	-	-	-	-	-	-
Notice deposits (less than 30 days)	1,985	193,305	195,290	22,462	-	22,462
Overdraft facility repayable on demand	-	-	-	-	-	-
Total cash and cash equivalents	1,985	193,305	195,290	22,462	-	22,462