

**PEN GREEN CENTRE**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

# PEN GREEN CENTRE

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Prof. C Trevarthen J L Armstrong K J Bartley Prof. C Pascal R J Orr R Scott T Smith A Prodger F Norton Dr M Whalley
<b>Secretary</b>	P Lawrie
<b>Charity number</b>	1122618
<b>Company number</b>	06227100
<b>Registered office</b>	Pen Green Research Base Rockingham Road Corby Northamptonshire NN17 1AG
<b>Auditor</b>	Moore Stephens Oakley House Headway Business Park 3 Saxon Way West Corby Northamptonshire NN18 9EZ

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# PEN GREEN CENTRE

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# **PEN GREEN CENTRE**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2018**

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The trustees present their report and financial statements for the year ended 31 March 2018.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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 UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

### **Objectives and activities**

The objectives of the charity are:

- To assist in the advancement of education and training for children and their families, staff and others working in the fields of early years, family support and community development.
- To undertake research of early years and family policy and practice, to disseminate such findings both nationally and internationally.

The charity takes advantage of grants available to ensure it reaches its objectives.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The charity has been working on two projects during the year under the National Prospectus Grant Programme for early Education and Childcare. These are referred to as 'Project 4' and 'Project 5' due to their continuation from prior projects funded by the Department of Education.

Project 4 was to establish and maintain collaborative locality networks of outstanding centres to improve the availability of learning for all 2 year olds and in particular children with SEND. To increase the confidence, understanding, skills and capability of nursery staff working with under 2's and their families and especially families with children at risk of social exclusion and children with SEND.

The objectives were to build assessment work and develop a celebratory strengths based assessment framework to support practitioners in PVI's; to develop a bank of resources and video vignettes to demonstrate a range of approaches for working with children with a range of disabilities and complex needs; to provide strong exemplars of parental engagement in the assessment process and to create an expert task group to write supporting materials.

In Project 4, Pen Green Centre has worked with Charnwood Nursery, Stockport and Rowland Hill, Haringey to provide accredited training for staff working in PVI's with children with SEND. Each centre implemented a locality self-improvement model supporting PVI settings. The charity will provide exemplification material for assessment of children with SEND and develop accredited training for Senco's in PVI settings and roll it out across three localities.

In Project 5 the charity has worked with six maintained nursery schools (Lancashire, Birmingham, Corby, Haringey, Liverpool and Stockport) to extend the offer of accredited training to staff working in PVI settings with children with SEND. Each centre implemented a locality self-improvement model supporting local PVI's and enhancing SENCO capacity. The training will focus on locality support to PVI's and SENCO capacity, workforce training and parental engagement.

A 6th Project is planned for initiation in April 2018 to work with maintained nursery schools and PVI settings in Bedford, Hereford and Corby.

The charity is grateful for the support and effort of its volunteers.

# **PEN GREEN CENTRE**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 31 MARCH 2018**

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### **Achievements and performance**

The charity feels that it has achieved its objective with its current project as it has culminated in the publication of an online toolkit "A Celebratory Approach to SEND in the Early Years", providing templates, interactive links and video vignettes. The toolkit is to be uploaded on to the DfE website and Pen Green website to be accessed nationally by practitioners.

In Project 4 the charity has identified three aims:

- **AIM 1 (Training)**  
To design, develop and deliver a CACHE Level 4 endorsed training award for Senco's in PVI settings from three regions and provide IPSEA training at Level 2 across three associate centres.
- **AIM 2 (Locality Support to PVI Sencos)**  
To develop through three associate centres across three regions a systematic locality based approach to supporting PVI settings to work effectively with children with SEND and their families.
- **AIM 3 (Assessment materials and ICT hyperlinks and webinars)**  
To improve the quality of developmental assessment of children with SEND across associate centres and the forty five (plus) PVI's in their localities.

### **Financial review**

The charity has focused on two specific projects during the year which have been funded by the Department for Education and carried out under the workforce training restricted fund. The Trustees are pleased with the success of the work which came out slightly under budget. The surplus at the year-end of £194 has been transferred to general reserves.

The charity operates with a general fund which covers all normal charitable costs and restricted fund which holds grant funded charitable projects. At the year end the charity held £33,398 (2017: £38,345) in general reserves and £nil (2017: £nil) in the restricted fund.

As the charity's work and research is project based all future cost should be covered by grant funding and the general reserve is sufficient to provide support for the foreseeable future.

Funding for the charity's projects has come from the Department for Education under the National Prospectus Grant Programme for early Education and Childcare. The total amounts received during the year amounted to £359,104.

Risk managements are made at the centre on an ongoing basis and fully reviewed whenever significant changes are made.

The risk management strategy comprises:

- An annual review of the risks the charity may face.
- Its systems and procedures.
- The impact of future funding and the financial implications on the centre.

# **PEN GREEN CENTRE**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 31 MARCH 2018**

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### **Structure, governance and management**

Pen Green Centre is a company limited by guarantee governed by its Memorandum and Articles of Association dated 13 February 2007, as amended on 15 October 2013. It is registered as a charity with the Charities Commission.

Anyone over the age of 18 can become a member of the company; there are currently ten members, each of whom agrees to contribute £10 in the event of the charity winding up.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Prof. C Trevarthen

J L Armstrong

K J Bartley

Prof. C Pascal

R J Orr

R Scott

T Smith

A Prodger

F Norton

Dr M Whalley

The current trustees have been recruited from employees holding management positions and directors. Recruitment is advertised internally for vacancies and approaches made to parents.

The charity had ten trustees at the year-end, all of whom have been appointed directors. Collectively they will make the final decisions with regard to staffing, recruitment, policy making and finance. They meet twice a year. Sub-groups dealing with finance and day to day management meet on a monthly basis.

Trustees are given a copy of the Memorandum and Articles of Association and instructed on the duties and responsibilities of a charity trustee. All trustees are familiar with the work of Pen Green Centre as they are also members.

The charity does not directly engage staff but is charged for the use of staff that it requires to fill positions with the requisite expertise. The external body will set pay policy.

### **Asset cover for funds**

The charity has suffered a deficit during the year of £4,947 (2017: £24,356) although project based charitable costs have been fully covered by grant funding.

The charity will not incur significant costs unless it has already secured funding for a relevant project and is always likely to have reserves to cover activities for the foreseeable future and on that basis the charity is a going concern.

### **Auditor**

Moore Stephens were appointed as auditor to the company and a resolution proposing that they be re-appointed will be put at a General Meeting.

### **Disclosure of information to auditor**

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

# **PEN GREEN CENTRE**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** ***FOR THE YEAR ENDED 31 MARCH 2018***

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The trustees' report was approved by the Board of Trustees.

**K J Bartley**

Trustee

Dated: 16 November 2018

# **PEN GREEN CENTRE**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

### ***FOR THE YEAR ENDED 31 MARCH 2018***

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The trustees, who are also the directors of Pen Green Centre for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



# PEN GREEN CENTRE

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PEN GREEN CENTRE

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### Opinion

We have audited the financial statements of Pen Green Centre (the 'charity') for the year ended 31 March 2018 which comprise the statement of financial activities, the balance sheet and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2018 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' Report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

# **PEN GREEN CENTRE**

## **INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE MEMBERS OF PEN GREEN CENTRE**

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### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

# **PEN GREEN CENTRE**

## **INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE MEMBERS OF PEN GREEN CENTRE**

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**Andrew Page (Senior Statutory Auditor)  
for and on behalf of Moore Stephens**

3 December 2018

**Chartered Accountants  
Statutory Auditor**

Oakley House  
Headway Business Park  
3 Saxon Way West  
Corby  
Northamptonshire  
NN18 9EZ

# PEN GREEN CENTRE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2018

	Notes	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
<b><u>Income from:</u></b>					
Donations and legacies	3	-	359,104	359,104	362,554
Investments	4	14	-	14	22
<b>Total income</b>		14	359,104	359,118	362,576
<b><u>Expenditure on:</u></b>					
Charitable activities	5	5,155	358,910	364,065	386,932
<b>Net (outgoing)/incoming resources before transfers</b>		(5,141)	194	(4,947)	(24,356)
Gross transfers between funds		194	(194)	-	-
<b>Net expenditure for the year/ Net movement in funds</b>		(4,947)	-	(4,947)	(24,356)
Fund balances at 1 April 2017		38,345	-	38,345	62,701
<b>Fund balances at 31 March 2018</b>		33,398	-	33,398	38,345

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# PEN GREEN CENTRE

## BALANCE SHEET

AS AT 31 MARCH 2018

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	Notes	2018 £	£	2017 £	£
<b>Fixed assets</b>					
Tangible assets	9		219		299
<b>Current assets</b>					
Debtors	11	65,130		-	
Cash at bank and in hand		60,811		253,539	
		<u>125,941</u>		<u>253,539</u>	
<b>Creditors: amounts falling due within one year</b>	12	<u>(92,762)</u>		<u>(215,493)</u>	
Net current assets			33,179		38,046
<b>Total assets less current liabilities</b>			<u>33,398</u>		<u>38,345</u>
<b>Income funds</b>					
Unrestricted funds			33,398		38,345
			<u>33,398</u>		<u>38,345</u>

The financial statements were approved by the Trustees on 16 November 2018

K J Bartley  
Trustee

Company Registration No. 06227100

# PEN GREEN CENTRE

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2018

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#### 1 Accounting policies

##### Charity information

Pen Green Centre is a private company limited by guarantee incorporated in England and Wales. The registered office is Pen Green Research Base, Rockingham Road, Corby, Northamptonshire, NN17 1AG.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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 UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

##### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

##### 1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

##### 1.5 Resources expended

Liabilities are recognised as resources expended when there is a legal or constructive obligation committing the charity to the expenditure.

# PEN GREEN CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2018**

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### **1 Accounting policies**

**(Continued)**

#### **1.6 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	25% reducing balance basis
Computers	33% reducing balance basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### **1.7 Impairment of fixed assets**

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

#### **1.8 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

#### **1.9 Financial instruments**

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# PEN GREEN CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2018

### 1 Accounting policies

(Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including creditors are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

	2018	2017
	£	£
Department for Education grant income	359,104	362,554
	<u>          </u>	<u>          </u>

### 4 Investments

	2018	2017
	£	£
Interest receivable	14	22
	<u>          </u>	<u>          </u>



# PEN GREEN CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2018

### 5 Charitable activities

	2018 £	2017 £
Recharged staff costs	108,876	117,351
Course registration fees	19,934	16,317
Supply cover and educational visits	109,892	83,019
	<u>238,702</u>	<u>216,687</u>
Share of support costs (see note 6)	119,401	165,742
Share of governance costs (see note 6)	5,962	4,503
	<u>364,065</u>	<u>386,932</u>
<b>Analysis by fund</b>		
Unrestricted funds	5,155	
Restricted funds - general	358,910	
	<u>364,065</u>	
<b>For the year ended 31 March 2017</b>		
Unrestricted funds		28,162
Restricted funds - general		358,770
		<u>386,932</u>

# PEN GREEN CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2018

### 6 Support costs

	Support costs	Governance costs	2018	2017	Basis of allocation
	£	£	£	£	
Depreciation	-	80	80	109	
Consultants travel costs	6,781	-	6,781	10,257	
Room and venue hire	2,582	-	2,582	28,401	
Catering provision	4,035	-	4,035	8,847	
Staff subsistence and travel	519	-	519	1,500	
Accommodation	18,417	-	18,417	19,161	
Professional services (curriculum)	69,194	-	69,194	91,246	
Office expenses and stationery	5,988	-	5,988	6,330	
Computer costs	9,896	-	9,896	-	
Childcare	1,989	-	1,989	-	
Audit fees	-	5,700	5,700	4,200	Governance
Annual return filing fee	-	-	-	13	Governance
Bank charges	-	147	147	181	Governance
Annual ICO registration	-	35	35	-	Governance
	<u>119,401</u>	<u>5,962</u>	<u>125,363</u>	<u>170,245</u>	
Analysed between					
Charitable activities	<u>119,401</u>	<u>5,962</u>	<u>125,363</u>	<u>170,245</u>	

Governance costs includes payments to the auditors of £5,700 (2017: £4,200) for audit fees.

### 7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 8 Employees

There were no employees during the year.

# PEN GREEN CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2018

### 9 Tangible fixed assets

	Fixtures and fittings £	Computers £	Total £
<b>Cost</b>			
At 1 April 2017	4,317	3,256	7,573
At 31 March 2018	4,317	3,256	7,573
<b>Depreciation and impairment</b>			
At 1 April 2017	4,077	3,197	7,274
Depreciation charged in the year	60	20	80
At 31 March 2018	4,137	3,217	7,354
<b>Carrying amount</b>			
At 31 March 2018	180	39	219
At 31 March 2017	240	59	299

### 10 Financial instruments

	2018 £	2017 £
<b>Carrying amount of financial assets</b>		
Debt instruments measured at amortised cost	65,130	-
<b>Carrying amount of financial liabilities</b>		
Measured at amortised cost	92,762	215,493

### 11 Debtors

	2018 £	2017 £
<b>Amounts falling due within one year:</b>		
Other debtors	65,130	-

### 12 Creditors: amounts falling due within one year

	2018 £	2017 £
Trade creditors	11,050	73,955
Accruals and deferred income	81,712	141,538
	92,762	215,493

### 13 Related party transactions

There were no disclosable related party transactions during the year (2017 - none).