# REGISTERED COMPANY NUMBER: 05047890 (England and Wales) REGISTERED CHARITY NUMBER: 1106788

# REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018 FOR POINT EUROPA LTD

Lang Bennetts Chartered Accountants
The Old Carriage Works
Moresk Road
TRURO
Cornwall
TR1 1DG

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# REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2018. The trustees have adopted the provisions of 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) (effective 1 January 2015).

### OBJECTIVES AND ACTIVITIES

The principal activity of the company is to advance education, in particular, but not exclusively, by the following means:

\* The provision of training opportunities in partnership with other European countries and in conjunction with other bodies, both local and international; and

\* The provision of exchange programmes for schools, colleges, youth and community links

The charity meets its objectives by running a very wide range of training and educational projects, detailed below.

The activities of the charity during the year were:

\* Support for local childcare services

\* International youth work

- \* International exchanges for "Senior Volunteers"
- \* International training development projects
- \* Running a community charity shop

#### ACHIEVEMENT AND PERFORMANCE

The Charity continued to maintain its activity this year with international work continuing and new projects approved. Partnership working was paramount to expand and widen the potential for new projects moving forward into the changed European programme, Erasmus+. The continuing main activities and developments over the year were:

International Youth Work: In April 2018 we were approved to host 8 volunteers from France for 14 months. (4 for the first 7 months and then another 4 volunteers after this period). These volunteers were aged between 18-30 and worked within Point Europa and the local community to provide assistance in various tasks.

We have continued our close working relationship with Praxis in Germany and have hosted 2 groups of (9) unemployed adults and placed them into local businesses during their stay in Cornwall. This has provided them with a secure base in which they could develop skills and find employment in Germany upon their return.

We are currently coordinating 2 large European projects with 11 European partners. The project INSERT is co-funded by the Erasmus+ programme of the European Union and aims at extending and developing social entrepreneurship competences of educators and professionals working in organisations, providing support to migrant populations, in order to assist them in the long-run in promoting social entrepreneurship to low-skilled and low-qualified adults with a migrant background, as an alternative pathway for their self-sustainability.

The 2nd project Girls Lead is aimed at supporting young women into finding their place as social entrepreneurs and in taking on leadership roles early in life by applying innovative methods to contribute to cultivate girls' professional confidence, employability and enhance understanding for "social entrepreneurship" as an entrepreneurial model among young women. We are also working with Cornwall council, Youth workers and many other organisations/agencies to ensure these projects are successful.

International Training Development Projects: Our links with training partners in other EU countries continue to offer useful work. In 2017-18 we were again approved as a partner on a number of multinational projects, and submitted new UK-based projects. Our skills and contact base in this area are strong, with good prospects for the future. Networking on a local and European level has provided us with a great deal of future contacts and projects for the years ahead. We are an active partner in LEMON Network meeting in various countries every 6 months in order to work on new European applications along with increasing the quality of youth work across Europe. This network is made up of 15 organisations from 13 different European Countries.

Charity Shop: We are extremely proud of our Charity Shop which continues to thrive due to the work of a strong and active group of community volunteers. The shop generates income which is donated to local good causes, especially the "Rame Community Fund".

# REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018

# ACHIEVEMENT AND PERFORMANCE

Support for Community Organisations: Our work for the local community continues at a high level, especially through the good services of our European volunteers, who continue to support very many community organisations in the villages and surrounding area. Along with this we continue to work with a number of outside agencies on numerous projects as mentioned above. These include: Torpoint Community College, Cornwall College, Saltash College, Devon and Cornwall Police, DCH and Cornwall Council.

#### FINANCIAL REVIEW

Our cash flow forecast was regularly reviewed in 2017-2018. The general manager and finance manager provided updates to the Board via the Finance and Planning committee throughout the year, and our finances remained at a satisfactory and fully reported level throughout.

It is the policy of the charity that unrestricted funds, which have not been designated for a specific use should be maintained at a level where the trustees consider that, in the event of a significant drop in funding, they will be able to continue the charity's activities while consideration is given to ways in which additional funds may be raised.

The Board of Trustees are awarc of the risk of a potential funding shortfall for the 12 month period from the date of signing this Trustees Report. The Trustees have reviewed the funding/ projects for the next 12 months and are confident that the risk of a funding shortfall is minimal due to the secured projects already approved. However, the Board has decided that if necessary, we will adopt a plan to realise a part of the capital value of the charity's building, using the most appropriate facility (such as a loan or sale-and-leaseback agreement), to provide working capital and thus cover the potential risk. The Old Bank building where Point Europa's offices are based was deemed an unrestricted asset from 1st January 2014, when the project was closed.

# STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

The charity is controlled by its governing document, the memorandum and articles of association, and constitutes a company limited by guarantee, as defined by the Companies Act 2006.

The members' liability is limited, in the event of the charitable company being wound up, to £10. The company was formed on 18 February 2004. It commenced its activities on 19 April 2004 and registered as a charity on 16 November 2004.

#### Management

The paid staff report to the Board of Trustees through quarterly written reports sent in advance and then presented for approval or modification at the quarterly Trustees meetings.

The Finance and Planning sub-committee for Trustees and Staff, meets monthly to manage the details of the Charity's operations. These monthly meetings help to promote governance and provide opportunity for timely communication between stakeholders.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to major risks.

#### REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number 05047890 (England and Wales)

Registered Charity number 1106788

#### Registered office

The Old Bank
1-2 West Quay
Millbrook
TORPOINT
Cornwall
PL10 1AS

#### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018

#### REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

J Stevens

- resigned 16/2/2018 - resigned 10/2/2018

J G Pape

D Jenkins

Chair

Y De La Haye

D Patterson

T Allen

- deceased 25/10/2017

A J Wing

K B Whittingham

- appointed 16/2/2018 - appointed 16/2/2018

The directors of the company are also charity trustees for the purpose of charity law. Under the requirements of the Memorandum and Articles of Association, the members of the Board of Trustees are elected to serve for a maximum period of three years (per each term), after which they must be re-elected at the next Annual General Meeting.

Trustees are chosen from our membership base and elected at Trustees meetings or the Annual General Meeting. There was no trustee training during the financial year.

### Independent examiner

Jonathan Mashen

**FCA** 

Lang Bennetts Chartered Accountants

The Old Carriage Works

D Jenkins /- Trustee

Moresk Road

**TRURO** 

Cornwall

TR1 1DG

13. 12. 2018 and signed on its behalf by: Approved by order of the board of trustees on .....

# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF POINT EUROPA LTD

Independent examiner's report to the trustees of Point Europa Ltd ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2018.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of 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 to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCA which is one of the listed bodies

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:

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 (FRS 102)].

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

Jonathan Mashen

FCA

Lang Bennetts Chartered Accountants

The Old Carriage Works

Moresk Road

**TRURO** 

Cornwall

TR1 1DG

Date: 17/12/2018

# STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2018

	,	Unrestricted funds	Restricted funds	2018 Total funds	2017 Total funds as restated
INCOME AND ENDOWMENTS FROM	Notes	£	£	£	£
Charitable activities Training and education	4	228,793	-	228,793	172,032
Other trading activities Investment income	2 3	23,254	-	23,254	33, <mark>8</mark> 19
Other income					4,751
Total		252,047		252,047	210,613
EXPENDITURE ON					
Raising funds Charitable activities	5 6	20,392	-	20,392	23,258
Training and education		253,163		253,163	160,925
Total		273,555	-	273,555	184,183
NET INCOME/(EXPENDITURE)	¥.	(21,508)		(21.508)	26 420
RECONCILIATION OF FUNDS		(21,308)	-	(21,508)	26,430
As previously reported Prior year adjustment	12	334,405 (14,568)		334,405 (14,568)	293,407 
As Restated		319,837	L	319,837	293,407
TOTAL FUNDS CARRIED FORWARD		298,329		298,329	319,837

# BALANCE SHEET AT 31 MARCH 2018

		Unrestricted funds	Restricted funds	2018 Total funds	2017 Total funds
	Notes	£	£	£	as restated £
FIXED ASSETS Tangible assets	13	262,576	-	262,576	262,576
CURRENT ASSETS Debtors: amounts falling due within one year Cash at bank and in hand	14	7,060 33,145		7,060 33,145	6,176 101,963
		40,205	, -	40,205	108,139
CREDITORS					
Amounts falling due within one year	15	(4,452)	-	(4,452)	(50,878)
NET CURRENT ASSETS		35,753		35,753	57,261
TOTAL ASSETS LESS CURRENT LIABILITIES		298,329		298,329	319,837
NET ASSETS		298,329		298,329	319,837
FUNDS Unrestricted funds:	17				
Point Europa Fixed Asset Reserve				35,753 262,576	57,261 262,576
				298,329	319,837
TOTAL FUNDS				298,329	319,837

# BALANCE SHEET - CONTINUED AT 31 MARCH 2018

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

D Jenkins -Trustee

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

#### 1. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

#### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

#### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### Allocation and apportionment of costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating staff costs by time spent and other costs by their usage.

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment - 25% on cost Fixtures and fittings - 33% on cost Computer equipment - 33% on cost

Freehold property is not depreciated as the level of depreciation arising is not considered material.

#### Taxation

The charity is exempt from corporation tax on its charitable activities.

#### Fund accounting

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.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

Investment income and gains are allocated to the appropriate fund.

#### Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

#### Foreign currency translation

Income is translated and accounted for on the date that it is received. Where income is expected to be received, and is included within debtors, a rate is used based on the date of the agreement. Any gains or losses arising from this are taken to the SOFA.

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

# 2. OTHER TRADING ACTIVITIES

				2018	2017 as restated
				£	£
	Charity shop income			17,733	22,033
	Other fundraising income Rent received			721	1,378
	Rent received			4,800	10,407
		1.0		23,254	33,818
3.	INVESTMENT INCOME				
				2018	2017
				£	as restated £
	Deposit account interest			£ -	11
4.	INCOME FROM CHARITABLE	ACTIVITIES			
				2018	2017 as restated
		ivity		£	£
	Point Europa projects Tra	ining and education		228,793	172,033
5.	RAISING FUNDS				
	Other trading activities	*			
				2018	2017
				2018	2017 as restated
	G. M			£	£
	Staff costs Charity shop expenses			7,929	12,108
	Bad debts			6,395 568	7,150
	Donations to Rame Community Fund	d from Charity Shop Profits		5,500	4,000
				20,392	23,258
				20,392	23,236
6.	CHARITABLE ACTIVITIES COS	STS			
			Direct costs	Support costs (See note 7)	Totals
			£	£	£
	Training and education		199,208	53,955	253,163
7.	SUPPORT COSTS				
		Management	Einer	Governance	m - 4 1
		Management £	Finance £	costs £	Totals £
	Training and education	46,945	46	6,964	53,955

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

# 8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2018	2017
		as restated
	£	£
Other operating leases		1,300

# 9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2018 nor for the year ended 31 March 2017.

#### 10. STAFF COSTS

The average monthly number of employees during the year was as follows:

2018 2017 2 4

No employees received emoluments in excess of £60,000.

#### 11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Total funds
INCOME AND ENDOWMENTS FROM Charitable activities Training and education	£ 172,033	£	as restated £
Other trading activities Investment income Other income	33,818 11 4,751		33,818 11 4,751
Total	210,613		210,613
EXPENDITURE ON Raising funds Charitable activities Training and education	23,258 	·	23,258 160,925
Total	184,183		184,183
NET INCOME/(EXPENDITURE)	26,430	-	26,430

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

11.	COMPARATIVES FOR THE STATEMENT OF FIN	ANCIAL ACTIVITIES	S - continued	
		Unrestricted	Restricted	Total funds
		funds	funds	as restated
		£	£	£
	RECONCILIATION OF FUNDS	2	£	L
	Total funds brought forward	293,407	-	293,407
		-		
	TOTAL FUNDS CARRIED FORWARD	319,837	-	319,837
				213,037

#### 12. PRIOR YEAR ADJUSTMENT

A prior year adjustment is included in respect of a grant which was partly clawed back during the year but relating to a project which occurred in the comparative year. This is considered to be material and as such a restatement is included to provide for the repayment of £14,568 in the prior year, thereby increasing creditors in that year and reducing the surplus.

#### 13. TANGIBLE FIXED ASSETS

THE GIBBLE TIMED MODE TO					
COST	Freehold property £	Office equipment £	Fixtures and fittings	Computer equipment £	Totals £
At 1 April 2017 and 31 March 2018	262,576	7,220	22,971	9,678	302,445
DEPRECIATION At 1 April 2017 and 31 March 2018		7,220	22,971	9,678	39,869
NET BOOK VALUE At 31 March 2018	262,576				262,576
At 31 March 2017	262,576		·		262,576

Freehold property is not depreciated, the residual value of the building is considered to exceed the carrying amount (original cost).

# 14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017
		as restated
<b>T</b>	£	£
Trade debtors	· ·	568
Other debtors	7,060	1,773
Prepayments		3,835
	7,060	6,176

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

# 15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Trade creditors Social security and other taxes Deferred income Accrued expenses			£ 125 1,957 - 2,370 - 4,452	2017 as restated £ 766 - 47,832 
16.	MOVEMENT IN FUNDS				
	Unrestricted funds Point Europa Fixed Asset Reserve  TOTAL FUNDS	At 1/4/17 £ 71,829 262,576 334,405	Prior year No adjustment £  (14,568)  ———————————————————————————————————	(21,508) (21,508) (21,508) (21,508)	At 31/3/18 £  35,753 262,576  298,329  298,329
	Net movement in funds, included in the above	e are as follows:			
	Unrestricted funds Point Europa		Incoming resources £ 252,047	Resources expended £ (273,555)	Movement in funds £ (21,508)
	TOTAL FUNDS		252,047	(273,555)	(21,508)

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

#### 16. MOVEMENT IN FUNDS - continued

#### Comparatives for movement in funds

omparatives for movement in runus			
	At 1/4/16 £	et movement in funds £	At 31/3/17 £
Unrestricted Funds			
Point Europa	30,831	26,430	57,261
Fixed Asset Reserve	262,576		262,576
	293,407	26,430	319,837
	-		
TOTAL FUNDS	293,407	26,430	319,837
Comparative net movement in funds, included in the above are a	s follows:		
Unrestricted funds	Incoming resources £	Resources expended £	Movement in funds £
Point Europa	210,613	(184,183)	26,430

#### Unrestricted funds:

**TOTAL FUNDS** 

Unrestricted funds are those funds which are free from donor imposed restrictions and seperate to those funds designated by the trustees for specific purposes.

210,613

(184, 183)

26,430

#### Designated funds:

Designated funds are those funds which are free from donor imposed restrictions but which are designated by the Trustees for a specific purpose.

The Fixed Asset Reserve represents the net book value of tangible fixed assets at the balance sheet date. This designated fund helps the Trustees seperate long term funds from short term funds immediately available for charitable purpose.

#### 17. RELATED PARTY DISCLOSURES

John Pape is a former Trustee of Point Europa Ltd who resigned during the year. He is s also a trustee of Rame Community Fund, a local charity providing support to those in need on the Rame Peninsula.

During the year Point Europa Ltd made grants totalling £5,500 (2017: £4,000) to Rame Community Fund. At the balance sheet date £nil (2017- £nil) is owed to Rame Community Fund.

# <u>DETAILED STATEMENT OF FINANCIAL ACTIVITIES</u> <u>FOR THE YEAR ENDED 31 MARCH 2018</u>

	2018	2017
	£	as restated £
INCOME AND ENDOWMENTS		
Other trading activities		
Charity shop income	17,733	22,033
Other fundraising income	721	1,378
Rent received	4,800	10,407
	23,254	33,818
Investment income		
Deposit account interest	-	11
Charitable activities		
Point Europa projects	228,793	172,033
Other income		
Exchange rate gains		4,751
Total incoming account		
Total incoming resources	252,047	210,613
ENDEND MOVID II		
EXPENDITURE		
Other trading activities		
Charity shop wages	7,929	11,946
Social security Charity shop expenses	6,395	162 7,150
Bad debts	568	7,130
Donations to Rame Community Fund from Charity Shop Profits	5,500	4,000
	20,392	23,258
	20,372	25,250
Charitable activities Wages		5 100
Social security	-	5,490 145
Project costs	199,208	102,988
	199,208	108,623
	199,208	100,023
Support costs		
Management Wages	30,045	33,071
Social security	3,094	3,277
Premises Rent		1,300
Rates and water	1,742	1,712
Insurance Light and heat	950 1,232	641 1,775
Telephone	7,621	908
Postage and stationery	584	946
Sundries	1,048	43
Carried forward	46,316	43,673

# <u>DETAILED STATEMENT OF FINANCIAL ACTIVITIES</u> <u>FOR THE YEAR ENDED 31 MARCH 2018</u>

	2018	2017
	£	as restated £
Management		
Brought forward	46,316	43,673
Repairs and renewals		68
Subscriptions	629	655
	029	033
Finance.	46,945	44,396
Finance		
Bank charges	46	_
Governance costs		
Wages	3,892	5,178
Social security	421	435
Accountancy and legal fees	2,370	2,280
Legal fees	281	13
	6,964	7,906
Total resources expended	273,555	184,183
		,
		-
Net (expenditure)/income	(21,695)	26,430