

# **THE FINANCIAL STATEMENTS**

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

**Company Number**

**4491448**

**for the year ended 30th September 2018**

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

**for the year to 30th September 2018**

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# **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

### **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** **2017/18**

## **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 as well participating in the Tamworth Winter Night Shelter project.

### **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 Nyambyo 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 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 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 the financial "contribution in kind" of the volunteer team exceeds £150,000pa when the hours of volunteer time are 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 a 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
- h. Participation in the Tamworth Winter Night Shelter project

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 up contacts and relationships across the local community working in partnership with all relevant agencies both voluntary and statutory and which include (but not limited to) Social Services, Citizens Advice, Doctors and Medical practices, Age UK, Fire and Police Services, Local Supermarkets and Businesses, CAP, Samaritans, all of the towns churches, Tamworth Borough Council, Staffs County Council, Local MP, Tamworth public and private sheltered housing bodies, and the majority of the towns other charitable organisations.

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 the ongoing 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 good OFSTED 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 remain satisfactory aided in part by our commitment to offer grant supported places to both 2+ and 3+ children for both 15 and 30 hours a week as far as this can be accommodated. Private fees remain highly competitive in the local market so as to offer the best opportunity for families on more limited incomes that are not able to secure grant funding for all of the hours needed.

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.

### **Manna House /Café-drop in centre**

The Manna House centre opened as a free of charge café/drop in centre in summer 2012. The aim of the drop in centre is to be a place of welcome, safety and shelter in the midst of the storms of life. It is 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.

The café/drop in centre is open 6 hours a day 5 days a week and has provided in excess of 100,000 hours of voluntary support into the community since its opening, to people struggling in times of crisis including such complex issues as homelessness, domestic violence, poverty, depression, suicidal thoughts, loneliness, child care, lack of food, relationship issues, drug abuse and the like.

### **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 7 years ago over 50,000 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 a retail bakery chain provides end of day baked goods for free of charge distribution within the following 24 hours. This continues to run successfully all year, supporting the Foodbank but also the wider community work of the charitable company and the free of charge coffee shop and Manna House Centre.

A steering group dealing with some of the day-to-day practical aspects of Foodbank is made up of five people — our Chair of trustees, Project Manager, Warehouse Manager, minister of local Anglican church, minister of local Methodist church.

### **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 15<sup>th</sup> year of operation and supports around 100 older persons in age from late 60s to over 100 years of age. 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 30-50 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 occasional escorted day trips out and an accompanied holiday for some 50 Prime Timers including those needing wheelchair support as required.

The project is dependent on a weekly payment by those who attend (presently £7.50) and is in receipt of a three year grant from the Henry Smith Charity partially 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.

### **Parents and Tots Group**

During 2017/18 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. The group is regularly over-subscribed with some 30+ youngster together with parents/guardians/carers each week.

### **Marshemello Children's clothing.**

The Marshemello children's clothing store operates within the café/drop in centre itself, providing good quality new/second hand low cost and free of charge children's clothing from ages birth through primary school.

### **Counselling Service**

The Christian Counselling Service continues to operate with 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.

### **Winter Night Shelter**

Together with the churches of Tamworth, The Manna House is used to host a free of charge winter night shelter over the three coldest three months of the year (1<sup>st</sup> Dec to 28<sup>th</sup> Feb). The seven locations across the town take it in turn to provide a place of warmth and shelter for each night of the week for those living with homelessness. The shelters provide a hot evening meal, clean bed, showers (in some locations) and a cooked breakfast. The winter of 2018/19 will see this service operate for the third successive year for up to 10 persons per night.

## **Financial Review**

### **Income and Expenditure**

For the financial year 2017/18 income from charitable activities rose to £491,258 (up 1.03%) of which £39,734 was grants/donations income, (including £15400 provided by the Henry Smith Charity but excluding the value of Foodbank food donations). All other income was self-generated from the activities of the charity across its major projects, and the charity was therefore 91.9% self-funding over the year (the same ration as 2016/7)

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 £476,641 (up 1.6% on last year) including minor capital items, governance costs and depreciation. A nett surplus of £19,761 (4% of total incoming resources) was recorded for the financial year. This is a greater 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 £161,342 equivalent to just over 4 months operating costs.

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**

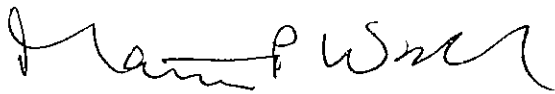
The charity continues to operate close to breakeven using both self-generated and project specific grant funding. New project activities will continue to be researched and appraised with uptake determined by their alignment with the core values of the charity and overall financial sustainability. Future 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**

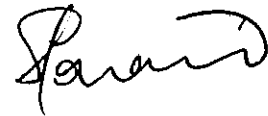
It is recognised that some costs and overheads need to be apportioned across the different services/projects. Such cost allocation is as far as possible on a basis consistent with the relative size of the projects and their consequential use of relevant resources and infrastructure. The overheads of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

## **Approval**

This report was approved on 7 November 2018



Martin Wild  
Director and Trustee



Stephen Jonathan  
Director and Chair of Trustees

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

**for the year to 30th September 2018**

***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 2018 which are set out on the following pages.

***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 7th November 2018

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 2018**

	Notes	Unrestricted Funds	Restricted Funds 2018	Total Funds	** Total Funds 2017
		£	£	£	£
<b>Income</b>					
Investment Income		3,514	-	3,514	2,058
Charitable activities	2	391,271	99,987	491,258	476,553
Other Income		1,630	-	1,630	1,666
<b>Total</b>		<b>396,415</b>	<b>99,987</b>	<b>496,402</b>	<b>480,277</b>
<b>Expenditure</b>					
Charitable activities	3	334,216	142,425	476,641	468,931
<b>Total</b>		<b>334,216</b>	<b>142,425</b>	<b>476,641</b>	<b>468,931</b>
<b>Net income/(expenditure)</b>		<b>62,199</b>	<b>(42,438)</b>	<b>19,761</b>	<b>11,346</b>
<b>Reconciliation of funds</b>					
Total Funds brought forward at 1 October 2017		211,186	49,018	260,204	251,385
Transfers		(37,747)	37,747	-	-
Prior Year Adjustment	*	-	-	-	(2,527)
<b>Total Funds carried forward at 30 September 2018</b>		<b>235,638</b>	<b>44,327</b>	<b>279,965</b>	<b>260,204</b>

\* This adjustment is due to national updated accounting advice as to the treatment of foodbank stock. This is now recommended as having no deemed inherent value. A prior adjustment has now been made

**There were no recognised gains or losses for 2018 and 2017 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 2017 are shown in note 18.**

# The Manna House (Tamworth) Co.

## Balance Sheet

As at 30th September 2018

	Note	2018		2017	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible Assets for use by the Company	7	21,435		24,991	
Investment	8	<u>135,213</u>	156,648	103,099	128,090
<b>Current Assets</b>					
Concessionary Loan Receivable	9	74,000		74,000	
Prepayment	10	44,327		49,327	
Debtors	11	9,938		7,382	
Cash at bank and in hand	12	<u>26,129</u>		<u>29,708</u>	
Total		154,394		160,417	
<b>Creditors : amounts falling due within one year</b>	13	31,077		28,303	
<b>Net Current Assets</b>			123,317		132,114
<b>Net Assets</b>			<u>279,965</u>		<u>260,204</u>
<b>Represented by</b>					
<b>Funds</b>					
Restricted Funds	15		44,327		49,018
Unrestricted Funds			235,638		211,186
Total			<u>279,965</u>		<u>260,204</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 2018 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 7th November 2018

.....  


NAME ..... J. JONATHAN

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

## **Notes to the accounts**

**for the year to 30th September 2018**

### **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 2018**

### **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 £55,641 in the year.

The notional value of food distributed was £48,725

#### **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 2018**

**2 Analysis of Incoming Resources**

**Incoming resources from charitable activities**

	<b>Unrestricted Funds £</b>	<b>2018 Restricted Funds £</b>	<b>Total £</b>	<b>2017 Total £</b>
<b>Day Nursery</b>				
Fees	390,053	-	390,053	365,156
Donations	174	-	174	256
<b>Coffee Shop</b>				
Donations	-	7,729	7,729	7,450
Clothes Sales	-	614	614	770
<b>Counselling Services</b>				
Small donations etc	-	420	420	180
<b>General Activities</b>				
Rental Income	448	-	448	732
Donations	596	-	596	420
<b>Prime Time</b>				
Grants	-	17,000	17,000	16,900
Donations	-	-	-	500
Client contributions	-	22,232	22,232	25,855
Events and holiday income	-	38,177	38,177	27,791
<b>Night Shelter</b>				
Donations	-	6,312	6,312	214
<b>Food Bank</b>				
Grants and Donations	-	7,503	7,503	30,329
	<u>391,271</u>	<u>99,987</u>	<u>491,258</u>	<u>476,553</u>

**The Manna House (Tamworth) Co.  
Notes to the accounts  
for the year to 30th September 2018**

**3 Analysis of Resources Expended  
Charitable activities**

	2018								Total
	Day Nursery	Counselling Services	Food Bank	Coffee Shop	Night Shelter	Prime Time	Youth	£	
Salaries	238,354	-	£	13,136	4,473	21,699	4,600	£	282,262
<b>Direct Costs</b>									
Food	20,243	-	266	1,045	201	11,677	-		33,432
Premises costs	18,673	196	376	751	79	372	-		20,447
Utilities	7,202	606	1,145	1,146	233	1,146	-		11,478
Resources and activities	6,798	5	280	5	1	2,015	-		9,104
Advertising	150	-	-	-	-	-	-		150
Travel and transport costs	415	-	29	811	6	5,984	-		7,245
Events and trips	-	16	-	-	-	40,467	-		40,483
Supervision costs	-	456	-	-	-	-	-		456
Training	856	91	11	11	57	25	-		1,051
Other direct costs	2,215	13	384	244	286	124	-		3,266
	<u>294,906</u>	<u>1,383</u>	<u>2,491</u>	<u>17,149</u>	<u>5,336</u>	<u>83,509</u>	<u>4,600</u>		<u>409,374</u>
<b>Support Costs</b>									
Rent and Service Charges	13,314	1,102	2,120	2,120	424	2,120	-		21,200
Administrator & Cleaner Salary	15,578	1,304	2,256	2,483	492	2,710	-		24,823
Computer and Software	3,158	24	46	46	9	46	-		3,329
Insurance	1,368	190	276	218	44	218	-		2,314
Depreciation	2,495	144	287	287	56	287	-		3,556
Office Expenses	4,455	363	712	692	139	811	-		7,172
Other support costs	2,978	36	78	78	12	78	-		3,260
Governance	964	92	174	174	35	174	-		1,613
Totals	<u>339,216</u>	<u>4,638</u>	<u>8,440</u>	<u>23,247</u>	<u>6,547</u>	<u>89,953</u>	<u>4,600</u>		<u>476,641</u>



**The Manna House (Tamworth) Co.**  
**Notes to the accounts**  
**for the year to 30th September 2018**

**3 Analysis of Resources Expended**

**Charitable activities**

**2017 COMPARISON**

	Day Nursery	2017							Total
		Counselling Services	Food Bank	Coffee Shop	Night Shelter	Prime Time	Youth		
	£	£	£	£	£	£	£	£	
Salaries	221,551	-	-	12,757	100	21,752	-	256,160	
<b>Direct Costs</b>									
Food	20,021	5	29,501	968	2	12,153	-	62,650	
Premises costs	23,936	362	882	1,269	168	537	-	27,154	
Utilities	7,328	625	1,424	1,424	237	831	-	11,869	
Resources and activities	3,123	10	34	267	19	991	-	4,444	
Advertising	-	-	-	-	-	-	-	-	
Travel and transport costs	916	42	97	585	16	5,953	-	7,609	
Events and trips	453	-	-	-	-	29,169	-	29,622	
Supervision costs	-	720	-	-	-	-	-	720	
Training	1,452	-	-	-	-	146	-	1,598	
Other direct costs	3,546	18	401	41	7	24	-	4,037	
	<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>Support Costs</b>									
Rent and Service Charges	13,088	1,116	2,544	2,544	424	1,484	-	21,200	
Administrator & Cleaner Salary	14,610	1,246	2,840	2,840	473	1,657	-	23,666	
Computer and Software	1,944	38	87	87	15	51	-	2,222	
Insurance	1,309	110	316	250	42	146	-	2,173	
Depreciation	2,503	213	486	486	81	284	-	4,053	
Office Expenses	4,922	321	762	744	122	528	-	7,399	
Other support costs	427	36	133	83	14	48	-	741	
Governance	996	85	194	194	32	113	-	1,614	
Totals	<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>	

# The Manna House (Tamworth) Co.

## Notes to the accounts

for the year to 30th September 2018

### 4. Governance Costs

	2018	2017
	£	£
Statutory accounts preparation & 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	3,556	4,054
Statutory accounts preparation & 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	293,743	169,856
Social Security costs	11,172	9,022
Pension Costs	2,170	947
	<u>307,085</u>	<u>279,825</u>

Average numbers of staff were:

The were an average of 31 Employees in the year.

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

	Premises Refurb	Equipment & Software	Solar Panels	Total	Total
	£	£	£	£	£
Cost as at 1 October 2017	31,128	21,881	22,840	75,849	71,296
Additions	-	-	-	-	2,753
Cost as at 30 September 2018	<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 2017	25,530	19,844	5,484	50,858	46,804
Charge for the period	1,503	1,139	914	3,556	4,054
Depreciation as at 30 September 2018	<u>27,033</u>	<u>20,983</u>	<u>6,398</u>	<u>54,414</u>	<u>50,858</u>
Net book Value as at 30 September 2018	<u>4,095</u>	<u>898</u>	<u>16,442</u>	<u>21,435</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>	

# The Manna House (Tamworth) Co.

## Notes to the accounts

for the year to 30th September 2018

	2018 £	2017 £
<b>8. Investment</b>		
Deposit Elim Bank	<u>135,213</u>	<u>103,099</u>
	£	£
<b>9. Current asset :Amounts falling due after more than one year</b>		
Loan to Elim Tamworth Church	<u>74,000</u>	<u>74,000</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>44,327</u>	<u>49,327</u>
	£	£
<b>11. Debtors</b>		
Sundry Debtors	<u>9,938</u>	<u>7,382</u>
	£	£
<b>12. Bank and Cash</b>		
Bank Accounts	25,866	29,632
Petty Cash	263	76
	<u>26,129</u>	<u>29,708</u>
	£	£
<b>13. Current Liabilities</b>		
Accruals	11,410	16,416
PAYE	-	2,820
Fees in Advance	17,200	5,000
Grant In advance	2,467	4,067
	<u>31,077</u>	<u>28,303</u>
	£	£

## 14. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 30th September 2018 as represented by:			
Fixed assets	21,435	-	21,435
Investments	135,213	-	135,213
Net current assets	78,990	44,327	123,317
Total net assets	<u>235,638</u>	<u>44,327</u>	<u>279,965</u>

# The Manna House (Tamworth) Co.

## Notes to the accounts

for the year to 30th September 2018

### 15. Fund Movements

	Fund Balances Brought Forward	Incoming Resources	Outgoing Resources	Transfers	Fund Balances Carried Forward
	1 Oct 2017				30 Sept 2018
Restricted Funds	£	£	£	£	£
<b>General</b>	49,327	-	5,000	-	44,327
<b>Prime Time</b>					-
Henry Smith	-	15,500	15,500	-	-
Silver Social Action	-	1,500	1,500	-	-
Other	-	60,409	72,953	12,544	-
<b>Food Bank</b>	(309)	7,503	8,440	1,246	-
<b>Coffee Shop</b>	-	8,343	23,247	14,904	-
<b>Counselling Services</b>	-	420	4,638	4,218	-
<b>Night Shelter</b>	-	6,312	6,547	235	-
<b>Youth</b>	-	-	4,600	4,600	-
	<u>49,018</u>	<u>99,987</u>	<u>142,425</u>	<u>37,747</u>	<u>44,327</u>
<b>Unrestricted Funds</b>					
General funds	<u>211,186</u>	<u>396,415</u>	<u>334,216</u>	<u>(37,747)</u>	<u>235,638</u>
<b>Total Funds</b>	<u>260,204</u>	<u>496,402</u>	<u>476,641</u>	<u>-</u>	<u>279,965</u>

### 16. Related Party Transactions

There are no related party transactions

### 17. Lease Agreements

Rentals applicable to operating leases are charged to the statement of financial activities over the period they are incurred. The finance element of each payment is charged to the Financial Activities so as to produce periodic rate on the net obligation outstanding in each period.

	1 yr £	1 year up to 5 years £
Photocopier	<u>425</u>	<u>-</u>

**The Manna House (Tamworth) Co.**  
**Statement of Financial Activities**  
**for the year to 30th September 2018**

18. Previous year detailed comparatives

	<i>Notes</i>	<i>Unrestricted Funds</i>	<i>Restricted Funds</i>	<i>Total Funds</i>
		<i>2017</i>		
		<i>£</i>	<i>£</i>	<i>£</i>
<i>Income</i>				
<i>Investment Income</i>		2,058	-	2,058
<i>Charitable activities</i>	2	366,564	109,989	476,553
<i>Other Income</i>		1,666	-	1,666
<b><i>Total</i></b>		<u><u>370,288</u></u>	<u><u>109,989</u></u>	<u><u>480,277</u></u>
<i>Expenditure</i>				
<i>Charitable activities</i>	3	317,125	151,806	468,931
<b><i>Total</i></b>		<u><u>317,125</u></u>	<u><u>151,806</u></u>	<u><u>468,931</u></u>
<b><i>Net income/(expenditure)</i></b>		<u><u>53,163</u></u>	<u><u>(41,817)</u></u>	<u><u>11,346</u></u>
<i>Reconciliation of funds</i>				
<i>Total Funds brought forward at 1 October 2016</i>		185,468	65,917	251,385
<i>Transfers</i>		(27,445)	27,445	-
<i>Adjustment</i>	*	-	(2,527)	(2,527)
<b><i>Total Funds carried forward at 30 September 2017</i></b>		<u><u>211,186</u></u>	<u><u>49,018</u></u>	<u><u>260,204</u></u>