

COMPANY REGISTRATION NUMBER: 07308396
CHARITY REGISTRATION NUMBER: 1154840

Alvechurch Communities Together Ltd
Company Limited by Guarantee
Unaudited Financial Statements
31 July 2018

Alvechurch Communities Together Ltd

Company Limited by Guarantee

Financial Statements

Year ended 31 July 2018

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Alvechurch Communities Together Ltd
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report)
Year ended 31 July 2018

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 July 2018.

Objectives and activities

The charity has continued to operate from its base in Alvechurch, supporting the local community and delivering youth provision. During 2017 there was a period where we moved from the temporary arrangements to a more sustainable model.

The development of the team, with a new project manager has been a turning point for the charity and decisive action to improve the community hub (café), youth offering and financial grants.

There has been a considerable volunteer effort, as well as rationalising the staff employed by the charity to a more sustainable level. The charity has 6 Trustees, and additional 4 members of the management committee, who meet regularly. These volunteers work in 3 teams: Youth Team, Finance and Funding Team, Business Support Team.

Over the course of this year 4 original members have resigned and we have 1 additional recruit.

With the short term relatively secure we need to look forward to addressing some of the other issues and build a cohesive plan for 2017-18, that we can use to plan well and publicise widely. In order to address this we need to put in place some simple controls to allow transparency and governance to ensure that we can manage the charity, within both the volunteer time and finances of the charity.

At all times the trustees have had regard to the Charity Commission's guidance on public benefit when planning their activities.

Achievements and performance

Youth Activities

The youth programme was run by a full time youth worker and focussed on a variety of activities, with expert planning and engagement with the young people. An additional junior worker was employed during the period to supplement the volunteers have also made a tremendous contribution in support of youth activities.

The greatest asset of the venture is that it provides - within the village - a place where young people can share the challenges of their lives with someone who will listen and signpost where necessary.

Any young person resident in the area is eligible to become a member.

A varied and interesting programme of youth activities have run during the year providing advice, assistance and educational opportunities. These have included an after school drop in youth club in the evening and some targeting activities focussing on personal development and community activity.

Young people have access to a bank of computers where they can do homework and surf the web. They are also encouraged to look at job opportunities and careers advice. There are also cookery sessions, workshops and activity sessions teaching useful life skills. The activities also make use of the local connections/skills and venues such as Blackwell Court.

Alvechurch Communities Together Ltd

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 July 2018

Achievements and performance *(continued)*

Use of the Premises-The Lounge Cafe

The last year has been one of steady growth and development. We are pleased to say that despite the financial challenges of operating a community café and the stiff competition in the last year (another new café opened up in the village), we have continued to grow and deliver good quality, affordable and locally sourced food and drink for local people. The development of the frontage has given us both new opportunities and challenges, particularly within the infrastructure of the unit. Additional funds were required to ensure that we maximise the appearance, and drive revenues.

We saw a steady increase in numbers of customers using the café during the week and at weekends, and have undertaken events and 'specials' to drive additional custom and people to use the premises. We have invested in our staff with additional training and development courses to support them in their work.

As business has improved the staffing of the café has evolved and we now employ 8 members of staff and 7 volunteers. Having a stable team and a great leader has allowed us to focus on the overall project, rather than the tactical issues associated with running the café business. We consider ourselves fortunate to have such a committed volunteer team as we attempt to further increase the operating performance and align the staffing resources to the workload.

A Facebook and a Twitter account have been introduced, and are actively managed enabling all our events and promotions to be advertised over a greater area.

Finances

During the year, we have continued to engage with the Landlords to establish a longer-term lease on the premises, albeit with a 40% increase in rental costs. We continue to be supported by the local Parish council, and other organisations for which we are grateful. The turn-around plans for the café have ensured that the level of support required continues to reduce and this will mitigate some of the increases in the fixed costs.

Attempts to secure some S106 funding from the District Council were unsuccessful, in spite of a quality submission from our volunteer team.

There have been additional sources of revenue identified and delivered including the Lounge Lottery where a monthly draw occurs and 50% of the stake money goes to The Lounge. The cost of additional youth worker has been supplemented by a small charge for some activities, where appropriate.

It is good to be getting some extra revenue for the project, but it is more than that, we are providing a resource for the whole community which in turn is helping to put profits back into the work of the youth.

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 July 2018

Achievements and performance *(continued)*

Alvechurch Communities Together is now in its eighth operational year. It operates from 'The Lounge', a light and airy space in the centre of the village, open during the day as a café, and then two nights a week as a venue for the young people of the parish. These sessions are run as drop in evenings providing a safe environment for the young people to develop.

The project has been funded in a variety of ways during the year, both external and internal. One internal way is the use of the premises during the day as a café with computers to access the internet. The cafe provides a community hub for the village, open five days a week and offering both:

- individual residents of all ages a place to meet with friends, buy a hot drink or food and use the internet or Wi-Fi for free and,
- community groups a venue to hold meetings

The key strengths of the project are that it has given to the young people of the village are:

- Key venue, that they feel ownership of
- Communication point where they can be supported in different ways,
- Way to be accepted within the village,
- Way to feel that they are a group who can be responsible,
- Way to enable them to become involved in village initiatives; and
- A place where they can share fun and enjoyment.

The Trustees with the Management Group have during 2017/18 have attempted to:

- Develop The Lounge as a brand which is encompassed by other community organisations, to develop stronger youth community involvement
- Develop clear cross-generational activities, especially around 'loneliness and isolation
- Improving financial security and rebuilding reserves
- Enable sharing and learning so that in future the organisation is driven and controlled by the young people themselves.
- Develop an organisation that is renowned for good practice, which people come to see and learn from
- Encourage those who have benefited from the project to come back and volunteer to help others.
- Ensure that the horizons of the young people are constantly broadened through seeing other people's lives and experiences

Financial review

The year ended 31 July 2018 saw a small decrease in cafe takings from £54,865 to £52,467. Costs of running the cafe increased from £53,880 to £55,747 although some of this was covered by a restricted grant received from Bromsgrove District Council. Together with income from the charity's social lottery and grants to help with both café expense and the youth work this led to a surplus for the year of £3,343. It was also agreed with the funder that the remaining balance of a restricted grant of £3,050 brought forward from 2017 could be used for general youth activities. Because the charity's year-end differs from that of many grant funders, the income received will be used over the coming months.

There was a surplus brought forward of £11,204 to which the current surplus has been added making a balance carried forward of £17,597.

Grants totalling £3,050 were received in the year towards specific projects. £7,024 was spent in the year leaving net deficit of £3,974. Together with the transfer of funds noted above this has been deducted from the reserves brought forward of £8,397 leaving £1,373 to be spent in future years.

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 July 2018

Financial review *(continued)*

Reserves Policy

The formulation of a robust reserves policy remains one of the key objectives. The trustees are conscious of the constraints of grant funders and in particular that due despite an apparently strong position at the balance sheet date, the reserves may have to last for several months before the next round if grants may be received.

Structure, governance and management

Alvechurch Communities Together is a charity registered with the Charities Commission number 1154840.

In addition to the trustees there is a management committee that meets on a monthly basis to review progress and plan activities. This committee has general delegated powers to operate on a day to day basis.

Reference and administrative details

Registered charity name Alvechurch Communities Together Ltd

Charity registration number 1154840

Company registration number 07308396

Principal office and registered office 22 The Square
Alvechurch
B48 7LA

The trustees

D Dearden

L Evans

M Newberry

K Swadkins

W Ulyett

R Bestwick

S Reeves

(Appointed 17 July 2018)

(Resigned 1 September 2017)

Accountants

David Seeley FCA

Accuo Accounting Limited

Chartered Accountants

Alvechurch

Birmingham

B48 7JX

Alvechurch Communities Together Ltd

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Statement of Financial Position

31 July 2018

		2018		2017
		£	£	£
Current assets				
Debtors	15	2,096		1,250
Cash at bank and in hand		19,726		20,976
		<u>21,822</u>		<u>22,226</u>
Creditors: amounts falling due within one year	16	<u>2,852</u>		<u>2,625</u>
Net current assets			18,970	19,601
Total assets less current liabilities			<u>18,970</u>	<u>19,601</u>
Net assets			<u>18,970</u>	<u>19,601</u>
Funds of the charity				
Restricted funds			1,373	8,397
Unrestricted funds			<u>17,597</u>	<u>11,204</u>
Total charity funds	17		<u>18,970</u>	<u>19,601</u>

For the year ending 31 July 2018 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 15 April 2019, and are signed on behalf of the board by:



W Ulyett
Trustee

The notes on pages 9 to 16 form part of these financial statements.

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 July 2018

Plans for future periods

Our priority areas for the future include:

- Preparation and Launch of our ' Friendship Matters' project to support those within our community that suffer with 'loneliness and isolation'
- Focus on the financial sustainability of the café and increased investment for grants in the ever changing environment.
- Succession planning and encouragement of additional volunteers/skills from within the community.
- Increase interest in The Lounge through improved communication methods with people within the parish.
- Improve our own internal communications through better use of technology.
- Improve the support and training of our volunteers, which hopefully will encourage more volunteers and those we have to stay longer.
- Continue to develop programme projects for young people that they enjoy and support.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 15 April 2019 and signed on behalf of the board of trustees by:



W Ulyett
Trustee

Alvechurch Communities Together Ltd

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Alvechurch Communities Together Ltd

Year ended 31 July 2018

I report to the trustees on my examination of the financial statements of Alvechurch Communities Together Ltd ('the charity') for the year ended 31 July 2018.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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

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 charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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.

DAVID SEELEY FCA
Chartered accountant

Accuo Accounting Limited
Chartered Accountants
Alvechurch
Birmingham
B48 7JX

15 April 2019

Alvechurch Communities Together Ltd

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

31 July 2018

			2018		2017
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Income and endowments					
Donations and legacies	5	11,945	3,050	14,995	25,496
Charitable activities	6	52,467	–	52,467	54,865
Other trading activities	7	3,682	–	3,682	1,775
Investment income	8	51	–	51	54
Total income		<u>68,145</u>	<u>3,050</u>	<u>71,195</u>	<u>82,190</u>
Expenditure					
Expenditure on raising funds:					
Costs of other trading activities	9	54,689	1,058	55,747	53,880
Expenditure on charitable activities	10,11	10,113	5,966	16,079	21,346
Total expenditure		<u>64,802</u>	<u>7,024</u>	<u>71,826</u>	<u>75,226</u>
Net (expenditure)/income		<u>3,343</u>	<u>(3,974)</u>	<u>(631)</u>	<u>6,964</u>
Transfers between funds		3,050	(3,050)	–	–
Net movement in funds		<u>6,393</u>	<u>(7,024)</u>	<u>(631)</u>	<u>6,964</u>
Reconciliation of funds					
Total funds brought forward		11,204	8,397	19,601	12,637
Total funds carried forward		<u>17,597</u>	<u>1,373</u>	<u>18,970</u>	<u>19,601</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 9 to 16 form part of these financial statements.

Alvechurch Communities Together Ltd

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 July 2018

1. General information

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 22 The Square, Alvechurch, B48 7LA.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis.

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

The charity is a Public Benefit Entity as defined in FRS 102.

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102 by reason of being small. As such, advantage has been taken of the following disclosure exemptions available under the Charities SORP (FRS 102):

- No cash flow statement has been presented for the company.
- Disclosures in respect of financial instruments have not been presented.

Alvechurch Communities Together Ltd

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Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

3. Accounting policies *(continued)*

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Significant judgements

The judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows:

- Sufficient resources will continue to be found to fund the operation of both café and youth work, and
- There will continue to be a need for the services offered by the charity.

Key sources of estimation uncertainty

Accounting estimates and assumptions are made concerning the future and, by their nature, will rarely equal the related actual outcome. The trustees however do not believe there are any key assumptions or other sources of estimation uncertainty that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the purposes of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

Incoming resources

Income

All income is included in the statement of financial activities when the charity is entitled to the income, any performance related conditions attached have been met or are fully within the control of the charity, the income is considered probable and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Donations and legacy income is received by way of donations, legacies, grants and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Income from charitable trading activity is accounted for when earned.
- Income from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Alvechurch Communities Together Ltd

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Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

3. Accounting policies *(continued)*

Resources expended

Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT as this cannot be recovered, and is reported as part of the expenditure to which it relates:

- Costs of raising funds comprise the costs associated with attracting donations, grants and legacies and the costs of trading for fundraising purposes.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.
- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis, as estimated by the directors.

4. Limited by guarantee

The charitable company is limited by guarantee and consequently has no share capital. In the event of the charity being wound up the liability of each member or a member who ceased within one year of the winding up is limited to £1.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Donations			
Personal donations	1,000	–	1,000
Other donations	4,145	–	4,145
Grants			
Grants	6,800	3,050	9,850
	<u>11,945</u>	<u>3,050</u>	<u>14,995</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Donations			
Personal donations	4,246	–	4,246
Other donations	–	–	–
Grants			
Grants	7,500	13,750	21,250
	<u>11,746</u>	<u>13,750</u>	<u>25,496</u>

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Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

6. Charitable activities

	Unrestricted Funds	Total Funds 2018	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Cafe income	52,467	52,467	54,865	54,865

7. Other trading activities

	Unrestricted Funds	Total Funds 2018	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Fundraising events	536	536	—	—
Youth income	1,200	1,200	—	—
Social lotteries	1,946	1,946	1,775	1,775
	<u>3,682</u>	<u>3,682</u>	<u>1,775</u>	<u>1,775</u>

8. Investment income

	Unrestricted Funds	Total Funds 2018	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Bank interest receivable	51	51	54	54

9. Costs of other trading activities

	Unrestricted Funds	Restricted Funds	Total Funds 2018
	£	£	£
Purchases	13,905	—	13,905
Wages and salaries	33,356	—	33,356
Rent	3,669	—	3,669
Water	240	—	240
Light and heat	940	—	940
Repairs & maintenance	30	603	633
Insurance	816	—	816
Other property costs	107	455	562
Telephone	579	—	579
Other general costs	195	—	195
PRS licence	175	—	175
Sundry expenses	13	—	13
Prize money	664	—	664
	<u>54,689</u>	<u>1,058</u>	<u>55,747</u>

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Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

9. Costs of other trading activities *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Purchases	16,016	—	16,016
Wages and salaries	28,625	—	28,625
Rent	4,261	—	4,261
Water	262	—	262
Light and heat	1,703	—	1,703
Repairs & maintenance	203	—	203
Insurance	263	—	263
Other property costs	1,101	—	1,101
Telephone	1,050	—	1,050
Other general costs	31	—	31
PRS licence	157	—	157
Sundry expenses	18	—	18
Prize money	190	—	190
	<u>53,880</u>	<u>—</u>	<u>53,880</u>

10. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Youth Work	9,513	5,966	15,479
Support costs	600	—	600
	<u>10,113</u>	<u>5,966</u>	<u>16,079</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Youth Work	7,439	13,007	20,446
Support costs	900	—	900
	<u>8,339</u>	<u>13,007</u>	<u>21,346</u>

11. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2018 £	Total fund 2017 £
Youth Work	15,479	—	15,479	20,446
Governance costs	—	600	600	900
	<u>15,479</u>	<u>600</u>	<u>16,079</u>	<u>21,346</u>

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Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

12. Independent examination fees

	2018 £	2017 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	200	200
Other financial services	400	400
	<u>600</u>	<u>600</u>

13. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2018 £	2017 £
Wages and salaries	<u>43,139</u>	<u>39,328</u>

The average head count of employees during the year was 8 (2017: 9). The average number of full-time equivalent employees during the year is analysed as follows:

	2018 No.	2017 No.
Management	1	1
Youth work	1	1
Cafe staff	6	7
	<u>8</u>	<u>9</u>

No employee received employee benefits of more than £60,000 during the year (2017: Nil).

Key Management Personnel

The key management personnel, other than the trustees, are the café manager and youth worker. Their combined remuneration in the year was £14,278.

14. Trustee remuneration and expenses

- no remuneration or other benefits from employment with the charity or a related entity were received by the trustees
- remuneration paid to close family members of trustees is disclosed in the related parties transactions note.

15. Debtors

	2018 £	2017 £
Trade debtors	–	1,250
Other debtors	2,096	–
	<u>2,096</u>	<u>1,250</u>

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Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

16. Creditors: amounts falling due within one year

	2018	2017
	£	£
Trade creditors	1,486	407
Social security and other taxes	16	38
Other creditors	1,350	2,180
	<u>2,852</u>	<u>2,625</u>

17. Analysis of charitable funds

Unrestricted funds

	At 1 August 2017	Income £	Expenditure £	Transfers £	At 31 July 2018 £
General Funds	11,204	68,145	(64,802)	3,050	17,597

Restricted funds

	At 1 August 2017	Income £	Expenditure £	Transfers £	At 31 July 2018 £
National Lottery-ASDAN	5,048	—	(5,048)	—	—
Alvechurch Parish Council	—	3,050	(1,677)	—	1,373
Gardening Club	3,050	—	—	(3,050)	—
Money Management	299	—	(299)	—	—
	<u>8,397</u>	<u>3,050</u>	<u>(7,024)</u>	<u>(3,050)</u>	<u>1,373</u>

18. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Current assets	<u>17,597</u>	<u>1,373</u>	<u>18,970</u>	<u>19,601</u>

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Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

19. Restricted Funds 2017

The analysis of restricted funds for 2017 is shown in the table below

	Balance b/fwd	Income £	Expenditure £	Balance c/fwd
National Lottery-ASDAN	7,654	–	(2,606)	5,048
Bromsgrove DC				
Gardening Club	–	4,000	(950)	3,050
Media Training	–	4,500	(4,500)	–
Holiday Activities	–	2,500	(2,500)	–
Extended Hours	–	1,500	(1,500)	–
Money Management	–	1,250	(951)	299
Total	<u>7,654</u>	<u>13,750</u>	<u>(13,007)</u>	<u>8,397</u>

20. Related parties

There were no transactions with related parties during the year.

During the previous year the relative of one trustee, W Ulyett, was paid a salary for working in the café. A Ulyett received £305.