

Charity Registration No. 1120869

Company Registration No. 06021283 (England and Wales)

**NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**  
**PAGES FOR FILING WITH REGISTRAR**

# NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Chairman</b>	Mr S Flynn
<b>Directors</b>	Fr E. Corduff Mr S Flynn Rev J Foxall Mr J Lowe Mr J McGorman Mr M Daly Mr J Head Mrs S L Byrne
<b>Trustees</b>	Fr E Corduff Mr S Flynn Rev J Foxall Mr J Lowe Mr J McGorman Mr M Daly Mr J Head Mrs S L Byrne
<b>Secretary</b>	Mrs S L Byrne
<b>Charity number</b>	1120869
<b>Company number</b>	06021283
<b>Registered office</b>	124 Warren Farm Road Kingstanding Birmingham B44 0QN
<b>Independent examiner</b>	Edwards Accountants (Midlands) Limited 34 High Street Aldridge Walsall West Midlands WS9 8LZ

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# NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

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# **NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

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

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

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the trust's governing document, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

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

The organisation is a limited company by guarantee incorporated on the 6th of December 2006 and registered as a charity on the 17th September 2007.

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

Fr E Corduff	
Mr S Flynn	
Mr O O Dosumu	(Deceased 24 March 2019)
Rev J Foxall	
Mr J Lowe	
Mr J McGorman	
Mrs J Watters	(Resigned 25 September 2018)
Mr M Daly	
Mrs C Madden	(Resigned 12 March 2019)
Mr J Head	
Mrs G Forrester	(Resigned 17 October 2018)
Mrs S L Byrne	

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute an amount not exceeding £10 in the event of a winding up.

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

Trade creditors of the charity at the year end were equivalent to 5 day's purchases, including salaries, which are invoiced by the Father Hudson's Care.

The charity continues to receive support from Christ the King Catholic Church, Kingstanding.



# **NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT**

## **TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)**

***FOR THE YEAR ENDED 31 DECEMBER 2018***

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Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the Centre. These procedures are periodically reviewed to ensure that they continue to meet the needs of charity.

### **Our aims, objectives and activities**

Our charity's purposes are set out in the objects contained in the charity's trust deed.

#### **Aims**

To meet the needs of the most disadvantaged members of the Kingstanding community and to help to bring about social cohesion.

#### **Objectives**

1. To reduce the isolation of older people living within the area and promote their independence, health and well-being..
2. To work with younger people, supporting their development needs and helping them to raise their aspirations, addressing social & health, educational, unemployment and leisure issues.
3. To work alongside families and parents, particularly lone parents, helping them to face the challenges of family life and parenthood by helping them in their personal and social development.
4. To support those who are ill and their carers and address the consequences of their health issues.
5. To support those who are disabled and their carers and address the consequences of these disability issues.
6. To address the issues of poverty in the local community.
7. To work for such other charitable purposes as the trustees may from time to time determine.

#### **Strategic Plan**

We continue to use the three year development plan which commenced last year. We look at this plan at each of our meetings and we review the progress we have made. It has proved to be a very useful tool.

This approach helps us to:-

- Ensure our aim, objectives and activities remained forecast on our stated purposes
- Review policy & procedure and update documents & training
- Establish a Business Plan and Business Implementation Plan September 2017 to August 2020.

We have referred to guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

#### **How our activities deliver public benefit**

Our main activities and those who we try to help are described below. All our charitable activities focus on working with people in the Kingstanding Ward who are living in challenging circumstances.

# **NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT**

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

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**To meet the charity's objectives we deliver a range of services including:**

- Domestic Abuse Counselling Service
- Advice & Advocacy Service on Welfare, Disability, Housing & Employment
- 'Community Cafe' - including opportunities for volunteers to gain accredited qualifications.
- Youth Social Action Project
- Luncheon Club , Friendship Group, Silver Surfers & Tai Chi
- Reading group
- Craft services and Knit & Chat groups
- Community Meals each month and on Christmas Day & Easter Sunday
- Playgroup
- Education Support (Home Tutored & Saturday groups)
- Scout Groups
- Work- Choice - access to employment
- Alcohol support meetings (AA & Al-Anon);
- Imagine Group (Mental Health Support)
- Healthy Eating groups
- Community Consultation
- African Club
- Running Group & Sports based activities
- Community and Educational Trips

### **Who used and benefited from our services?**

One of our strategies is to engage with other providers and help them reach their target beneficiaries. This has led us into strong partnerships with Crackers Family Forum, Kingstanding Thursday Club, Imagine (Mental Health Self Help), A.A, Al-anon, Armstrong Karate, Scouts movement, as well as many others. We offer them good meeting facilities ,networks, promotion of their services and inter-agency contacts. Through our own network of volunteers (over 100), newsletters, website, notice-boards, referrals system and word of mouth, we are able to give our partners access to the people they wish to serve. We have also developed our partnership working approach, and now represented on key strategic boards including Birmingham North Local Community Safety Partnership Boards, Birmingham North Domestic Abuse Forum and 'Spirit of Kingstanding' group.

We remain committed to delivering a range of services and activities which meet local needs. The Community Cafe provides the facilities for BREATHE Advice & Advocacy and Domestic Abuse Counselling Services - both of which are now firmly funded. Other activities include Crackers Playgroups, Thursday Luncheon Club, Tai Chi Group, Running Group, Knit & Chat, Activities Group, Outreach Befriending and Community Meals. All of these initiatives allow us to meet people who might need direction to another service and to provide stronger community cohesion. There are thousands of people in the Kingstanding Ward who have benefitted from the services through New Heights.

### **Outreach**

The outreach work of the charity provides support to vulnerable adults living in our community. In partnership with the St Vincent De Paul Society and Christ the King Parish approximately 80 people are visited at home, most of these are house-bound due to disability or illness. This service is provided by volunteers. We offer a signposting service to other organisations that can provide help and support.

### **Financial review**

By prudent management and successful bidding for funds, the Charity is in a sound financial position. Kerry Boffin leads the team and deals with the financial issues in partnership with Mike Daly , one of the trustees.



# **NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT**

## **TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)**

***FOR THE YEAR ENDED 31 DECEMBER 2018***

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Currently, there are no investments other than buildings with reserves sufficient to meet the current working capital requirements of the charity.

While there is a small income from the Cafe, our main source of regular unrestricted income continues to be from service providers who use our premises. This income covers our buildings maintenance and running costs. Funding for staff comes from grant making bodies. The fact that we have few paid members of staff makes this more sustainable.

In the Autumn we moved away from Fr Hudson's HR and payroll services. We would like to thank them for the support they have given us over the years.

We continue to seek new partners, and the services they provide, as a tough economic climate naturally causes more needs amongst the community we serve, especially in Kingstanding, an area of major deprivation.

### **Plans for the future**

The Management Board strategy is to keep staffing costs at levels that will not impose financial and structural risks to the charity. This is complemented by a vision that places working in partnership as another key component in making our charity both effective and sustainable. While working with volunteers also has its challenges, this forms the third element in a vision that marries financial strategy with a vision for the community that invites the community to play a key part in solving its own problems.

We continue to seek partnerships and opportunities for activities and support which will add to our vision for our area and the community.

### **New 2019 operating reserve policy**

#### **I. Purpose**

The purpose of this new Operating Reserve Policy for New Heights - Warren Farm Community Project is to build and maintain an adequate level of unrestricted net assets to support the organisation's day to day operations in the event of unforeseen shortfalls. The reserve may also be used for one-time, non-recurring expenses that will build long-term capacity, such as staff development, research and development, or investment in infrastructure. Operating reserves are not intended to replace a permanent loss of funds or eliminate an ongoing budget gap. The organisation intends for the operating reserve to be used and replenished within a reasonable period of time. This Operating Reserve Policy will be implemented in conjunction with the other financial policies of the organisation and is intended to support the goals and strategies contained in those related policies and in strategic and operational plans.

#### **II, Definitions and goals**

The operating Reserve Fund is defined as the designated fund set aside by the action of the Board of Directors/Trustees. The minimum amount to be designated as operating reserve will be established as an amount sufficient to maintain ongoing operations and projects for a set period of time, measured in months. The Operating Reserve serves a dynamic role and will be reviewed and adjusted in response to internal and external changes.

The target minimum Operating Reserve Fund is equal to 6 months of average recurring unrestricted operating costs.



# **NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT**

## **TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)**

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

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In addition to calculating the actual operating reserve at the financial year-end, the operating reserve fund target minimum will be calculated each year after approval of the annual budget. These reserves will be reported to the Board of Directors/Trustees and included in the regular financial reports.

#### **III. Accounting for Reserves**

The Operating Reserve Fund will be recorded in the accounting system and financial statements as a Board Designated Operating Reserve. The Operating Reserve Fund will be funded and available in cash or cash equivalents. Operating reserves will be maintained in a separate bank account.

#### **IV. Funding of Reserves**

The operating Reserve Fund will be funded with surplus unrestricted operating funds. The Board of Directors/Trustees may, from time to time, direct that a specific source of revenue be set aside for operating reserves. Examples may include one-time gifts or bequests, special grants, or special appeals.

The chair and Treasurer will identify the need for access to reserve funds and confirm that the use is consistent with the purpose of the reserves as described in this Operating Reserve Policy. Determination of need requires analysis of the sufficiency of the current level of reserve funds, the availability of any other sources of funds before using reserves, and evaluation of the time period for which the funds will be required and explained.

#### **V. Authority to use operating reserves**

Authority for the use of operating reserves is delegated to the Chair and Treasurer in consultation with the other Trustees included on the Bank Mandate. The use of operating reserves will be reported to the Board of Directors/Trustees at their next scheduled meeting, accompanied by a description of the analysis and determination of the use of the funds, and plans for replenishment to restore the Operating Reserve Fund to the target minimum amount. The Chair must receive prior approval from the Board of Directors/Trustees if the operating reserves will take longer than 3 months to replenish.

#### **VI. Reporting and Monitoring**

The Chair and Treasurer are responsible for ensuring that the Operating Reserve Fund is maintained and used only as described in this Policy. Upon approval of the use of operating reserve funds, the Chair and Treasurer will maintain records of the use of the funds and plan for replenishment. They will provide regular minimum amount.

The Chair and Treasurer together with Trustees will annually discuss what additional risk factors might be considered for the organisation, the impact of budgeting on operating reserve levels, and any requirements of external funding organisations.

#### **VII. Relationship to other policies**

The Chair and Treasurer shall maintain the following board-approved policies, which may contain provisions that affect the creation, sufficiency, and management of the Operating Reserve Fund.

- Risk Management related policies and tools to minimise risk, including Contingency or Disaster Preparedness Plan
- Policies related to Operating and Capital Budgeting
- Fund development Policies



# **NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT**

## **TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)**

***FOR THE YEAR ENDED 31 DECEMBER 2018***

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### **VIII. Review of Policy**

This policy will be reviewed by the Directors/Trustees every 12 months at minimum, or sooner if warranted by internal or external events or changes. Changes to the policy will be agreed by the Board of Directors/Trustees. This policy, upon every revision must be distributed by the Directors/Trustees to the responsible Staff and any other interested parties. The treasurer together with the Board of Directors/Trustees are responsible for the recommendation of financial policies, strategies, and budgets that support the mission, values and strategic plan of the organisation. Its purpose is to ensure that the financial health and integrity of the organisation in pursuit of its mission to meet the needs of the most disadvantaged members of the Kingstanding community and to help to bring about social cohesion.

# NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

**FOR THE YEAR ENDED 31 DECEMBER 2018**

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### Statement of Trustees' Responsibilities

The trustees, who are also the directors of New Heights - Warren Farm Community Project for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures
- disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity
- will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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



Mr S Flynn  
Trustee/Chairperson

Dated: 3 June 2019

# NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

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I report to the trustees on my examination of the financial statements of New Heights - Warren Farm Community Project (the the trust) for the year ended 31 December 2018.

#### Responsibilities and basis of report

As the trustees of the the trust (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 financial statements of the the trust 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 the trust's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

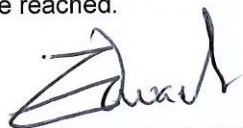
#### Independent examiner's statement

Since the the trust's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of , 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 that in any material respect:

- 1 accounting records were not kept in respect of the the trust 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 financial statements to be reached.



Edwards Accountants (Midlands) Limited

34 High Street  
Aldridge  
Walsall  
West Midlands  
WS9 8LZ

Dated: 3 June 2019



# NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2018

	Notes	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
<b><u>Income from:</u></b>					
Donations and grants received	3	51,905	256,113	308,018	226,924
<b><u>Expenditure on:</u></b>					
Raising funds	4	4,046	161	4,207	5,473
Charitable activities	5	18,075	232,964	251,039	182,911
<b>Total resources expended</b>		22,121	233,125	255,246	188,384
<b>Net surplus/(deficit) for the year before depreciation</b>		29,784	22,988	52,772	38,540
Depreciation		263	27,665	27,928	(28,006)
<b>Net movement in funds</b>		29,521	(4,677)	24,844	10,534
Fund balances at 1 January 2018		87,460	484,396	571,856	561,322
<b>Fund balances at 31 December 2018</b>		116,981	479,719	596,700	571,856

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

All income and expenditure derive from continuing activities.

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

# NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

## BALANCE SHEET

AS AT 31 DECEMBER 2018

	Notes	2018 £	£	2017 £	£
<b>Fixed assets</b>					
Tangible assets	9		438,909		466,837
<b>Current assets</b>					
Debtors	11	1,097		6,272	
Cash at bank and in hand		233,357		188,106	
		<u>234,454</u>		<u>194,378</u>	
<b>Creditors: amounts falling due within one year</b>	12	<u>(76,663)</u>		<u>(89,359)</u>	
Net current assets			157,791		105,019
<b>Total assets less current liabilities</b>			<u>596,700</u>		<u>571,856</u>
<b>Income funds</b>					
Restricted funds			479,719		484,396
Unrestricted funds			116,981		87,460
			<u>596,700</u>		<u>571,856</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2018. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the 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 company.

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

The financial statements were approved by the Trustees on 3 June 2019

Mr S Flynn  
Trustee



Mrs S L Byrne  
Trustee



Company Registration No. 06021283



# NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 DECEMBER 2018**

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### **1 Accounting policies**

#### **Charity information**

New Heights - Warren Farm Community Project is a private company limited by guarantee incorporated in England and Wales. The registered office is 124 Warren Farm Road, Kingstanding, Birmingham, B44 0QN.

#### **1.1 Accounting convention**

The company is established under a memorandum of association which sets the objects and powers of the organisation and is governed under its articles of association.

The accounts have been prepared in accordance with the Companies Act 2006 and the "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

The charity is a Public Benefit Entity as defined by FRS 102. The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

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

#### **1.3 Charitable funds**

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

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for the particular restricted purposes.

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

#### **1.4 Incoming resources**

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

Cash donations are recognised on receipt. Other donations are recognised once the trust has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.



# NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

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### 1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the the trust has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

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

#### 1.5 Resources expended

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the company cannot reclaim it.

#### 1.6 Tangible fixed assets

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

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

Leasehold land & buildings	25 year lease term
Fixtures, fittings & equipment	25% reducing balance

#### 1.7 Impairment of fixed assets

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

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

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

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

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

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

# NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

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### 1 Accounting policies

(Continued)

#### **Basic financial assets**

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

#### **Basic financial liabilities**

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

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

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

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

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

#### **1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the the trust is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.11 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

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

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



# NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

### 3 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
Grant Income	4,039	256,113	260,152	167,946
Other income	47,866	-	47,866	58,978
	<u>51,905</u>	<u>256,113</u>	<u>308,018</u>	<u>226,924</u>
For the year ended 31 December 2017	<u>64,736</u>	<u>162,188</u>		<u>226,924</u>
<b>Grants received</b>				
Big Lottery Problems Solved (Legal Advice Services)	-	-	-	29,562
Big Lottery Reaching Communities (Breathe Advice and Advocacy Service)	-	71,590	71,590	18,777
Lottery Reaching Communities Domestic Abuse	-	64,620	64,620	32,066
Big Lottery Reaching Communities (Capability Fund)	-	7,150	7,150	6,000
Birmingham City Council (Domestic Abuse Counselling - Birmingham North)	-	6,000	6,000	4,000
Big Lottery Craft (Crafts and IT training)	-	6,029	6,029	3,313
Charlotte Marshall Charitable Trust DA	-	2,109	2,109	1,500
Heart of England (Sport)	-	1,000	1,000	2,000
Comic Relief CS (Core Strengths)	-	18,000	18,000	20,000
Sport England (Running Group)	-	6,000	6,000	960
Heart of England (Volunteer Co-ordinator)	-	-	-	6,400
Thursday Luncheon Club (Volunteer Co-ordinator)	-	-	-	1,760
Hedley Foundation Fund	-	1,000	1,000	-
BREATHE Wesleyan Foundation	-	1,972	1,972	-
Heart of England (Volunteer Event)	-	6	6	500
Heart of England (Cafe Club)	-	3,000	3,000	2,000
Tudor Trust Core Costs	-	28,000	28,000	-
Heart of England - Social Activities	-	3,000	3,000	-
Children in Need	-	5,939	5,939	-
Women and Girls Fund DA	-	3,000	3,000	-
Fourteen Spirit 2012 (Volunteer Co-ordinator)	-	-	-	1,658
Awards for all (Cafe Association)	-	5,006	5,006	2,000
National Express Fund	-	2,000	2,000	-
William Adlington Cadbury (Core Costs)	-	11,000	11,000	10,000
DA Victims Fund	-	5,176	5,176	11,250
Saintbury Trust Core Costs	-	2,000	2,000	3,000
Trusthouse Foundation (Volunteer Co-ordinator)	-	-	-	9,000
Roger Douglas (General)	-	-	-	2,000
Women's Centenary Grant - General	-	1,980	1,980	-
Other grants received < £500	4,039	536	4,575	200
	<u>4,039</u>	<u>256,113</u>	<u>260,152</u>	<u>167,946</u>



# NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

### 3 Donations and legacies

(Continued)

#### Other income

Cafe	14,377	-	14,377	15,528
Lettings Cafe	1,027	-	1,027	5,025
Lettings St Johns	18,297	-	18,297	25,666
Donations Christ the King Church	7,858	-	7,858	5,000
Donations others	83	-	83	531
Others SSE	1,914	-	1,914	2,206
Others Thursday Luncheon Club	220	-	220	1,232
Others Cracker Play Group	-	-	-	1,600
Others Staff Support	1,117	-	1,117	1,505
Other reimbursed equipment/repair costs	2,156	-	2,156	-
Others	817	-	817	685
	<u>47,866</u>	<u>-</u>	<u>47,866</u>	<u>58,978</u>

### 4 Raising funds

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	£	£	£	£
<u>Fundraising and publicity</u>				
Seeking donations, grants and legacies	<u>4,046</u>	<u>-</u>	<u>4,046</u>	<u>4,580</u>
<u>Fundraising trading: costs of goods sold and other costs</u>				
Other trading activities	<u>-</u>	<u>161</u>	<u>161</u>	<u>-</u>
	<u>4,046</u>	<u>161</u>	<u>4,207</u>	<u>4,580</u>
<b>For the year ended 31 December 2017</b>				
Fundraising and publicity	<u>4,580</u>	<u>893</u>		<u>5,473</u>

The cost of raising funds represents trading costs in relation to the cafe and includes cafe purchases and vending services in relation to the cafe trade.

# NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

5 Charitable activities	Warren Farm	Staff		Total 2018 £	Total 2017 £
	Project Costs	Costs	Depreciation		
	£	£	£		
Staff costs	-	112,578	-	112,578	79,496
Depreciation - Leasehold Property	-	-	27,665	27,665	27,655
Depreciation of fixtures and Fittings	-	-	263	263	351
Water, rates and Insurance costs	8,488	-	-	8,488	10,095
Light and Heating costs	7,374	-	-	7,374	6,886
Repairs and Maintenance costs	12,717	-	-	12,717	12,272
Telephone and Postage costs	4,664	-	-	4,664	3,991
Sundry costs	3,850	-	-	3,850	7,124
Volunteer and travel expenses	3,562	-	-	3,562	481
Cafe Repairs and maintenance	32	-	-	32	1,813
Vending Services	1,602	-	-	1,602	-
Legal advice service	82,080	-	-	82,080	10,610
Legal and Professional Costs	14,092	-	-	14,092	50,143
	<u>138,461</u>	<u>112,578</u>	<u>27,928</u>	<u>278,967</u>	<u>210,917</u>
	<u>138,461</u>	<u>112,578</u>	<u>27,928</u>	<u>278,967</u>	<u>210,917</u>
<b>Analysis by fund</b>					
Unrestricted funds	14,170	3,905	263	18,338	
Restricted funds	124,291	108,673	27,665	260,629	
	<u>138,461</u>	<u>112,578</u>	<u>27,928</u>	<u>278,967</u>	
<b>For the year ended 31 December 2017</b>					
Unrestricted funds	31,675	3,484	351		35,510
Restricted funds	71,740	76,012	27,655		175,407
	<u>103,415</u>	<u>79,496</u>	<u>28,006</u>		<u>210,917</u>

## 6 Trustees

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

# NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

### 7 Employees

There were no employees during the year.

Project staff	6	6
<b>Employment costs</b>	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Wages and salaries (incl social security costs)	112,578	79,496
	<u>112,578</u>	<u>79,496</u>
	<u><u>112,578</u></u>	<u><u>79,496</u></u>

There were no employees whose annual remuneration was £60,000 or more.

### 8 Taxation

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

### 9 Tangible fixed assets

	Leasehold land & buildings £	Fixtures, fittings & equipment £	Total £
<b>Cost</b>			
At 1 January 2018	691,367	17,622	708,989
At 31 December 2018	<u>691,367</u>	<u>17,622</u>	<u>708,989</u>
<b>Depreciation and impairment</b>			
At 1 January 2018	225,581	16,571	242,152
Depreciation charged in the year	<u>27,665</u>	<u>263</u>	<u>27,928</u>
At 31 December 2018	<u>253,246</u>	<u>16,834</u>	<u>270,080</u>
<b>Carrying amount</b>			
At 31 December 2018	<u>438,121</u>	<u>788</u>	<u>438,909</u>
At 31 December 2017	<u><u>465,786</u></u>	<u><u>1,051</u></u>	<u><u>466,837</u></u>

### 10 Financial instruments

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
<b>Carrying amount of financial assets</b>		
Debt instruments measured at amortised cost	1,097	6,148
	<u>1,097</u>	<u>6,148</u>
<b>Carrying amount of financial liabilities</b>		
Measured at amortised cost	76,663	89,359
	<u>76,663</u>	<u>89,359</u>



# NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

### 11 Debtors

	2018 £	2017 £
Amounts falling due within one year:		
Trade debtors	1,097	6,148
Prepayments and accrued income	-	124
	<u>1,097</u>	<u>6,272</u>

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

	2018 £	2017 £
Trade creditors	2,488	1,073
Other creditors	72,175	85,590
Accruals and deferred income	2,000	2,696
	<u>76,663</u>	<u>89,359</u>

### 13 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 December 2018 are represented by:			
Tangible assets	788	438,121	438,909
Current assets/(liabilities)	116,193	41,598	157,791
	<u>116,981</u>	<u>479,719</u>	<u>596,700</u>

### 14 Related party transactions

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

#### Remuneration of key management personnel

	2018 £	2017 £
Salary and social security costs	<u>33,715</u>	<u>21,641</u>

## NEW HEIGHTS - WARREN FARM COMMUNITY PROJECT

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2018**

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<b>15</b>	<b>Cash generated from operations</b>	<b>2018</b>	<b>2017</b>
		<b>£</b>	<b>£</b>
	Surplus for the year	24,844	10,534
	Adjustments for:		
	Depreciation and impairment of tangible fixed assets	27,928	28,005
	Movements in working capital:		
	Decrease/(increase) in debtors	5,175	(4,218)
	(Decrease)/increase in creditors	(12,696)	29,204
	<b>Cash generated from operations</b>	<u>45,251</u>	<u>63,525</u>