

REGISTERED COMPANY NUMBER: 2500924 (England and Wales)
REGISTERED CHARITY NUMBER: 1001348

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31 MARCH 2019
FOR
NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

Barringtons Limited
Abbey Court
High Street
Newport
Shropshire
TF10 7BW

NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

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FOR THE YEAR ENDED 31 MARCH 2019

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NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2019

Newport (Shropshire) Cottage Care Centre Trust Limited

Directors and Officers

Mr. P. Arrowsmith - Chairman

Mrs. M.A. Brotherton

Mr. D. Clancy

Mr. A.M. Evans-Fisher (deceased June 2019)

Mr. R. Fellows

Mrs. B. Gough

Mr. T.C. Hamon

Mr. S Hattersley

Mr R. Laidler

Mr. K. C. Norton

Mr. D. K. Shaw

Mrs. J.E. Sheppard

Dr. N.J. Tindall

Mrs. D. Watson-Jones

Mrs. B. Williamson

Mrs. M.R. Woodcock

COMPANY SECRETARY

Mr K C Norton

REGISTERED OFFICE

Newport Cottage Care Centre

Upper Bar

Newport

Shropshire

TF10 7EH

ACCOUNTANTS

Barringtons Limited

Chartered Accountants

6, Abbey Court

High Street

Newport

Shropshire

TF10 7BW

BANKERS

Lloyds TSB Bank Plc.

95 High Street

Newport

Shropshire

TF10 7AZ

NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2019

The Trustees who are also directors of the company present their Annual Report together with the unaudited Financial Statements of the company.

OBJECTIVES AND ACTIVITIES

The objective for the company is the relief care and assistance of persons irrespective of colour, race or creed suffering from any form of sickness or incapacity and the advancement of education provision of facilities in the interests of social welfare for recreation and leisure time occupation for the benefit of the community in the Newport (Shropshire) District and surrounding neighbourhood.

The company's principal activity is that of non residential care and also maintaining property in association with the League of Friends.

PUBLIC BENEFIT

The public benefits from the activities of the Trust due to its focus on the health and well-being of the inhabitants of Newport and surrounding areas. Although its activities are limited geographically, the Trust does not discriminate on the grounds of personal background, faith, gender, age or personal circumstances.

ACHIEVEMENT AND PERFORMANCE

The Cottage Care Centre continues to provide relief care and assistance for the benefit of the community in the Newport, Shropshire area. Two days in each week are currently dedicated to the care of persons suffering from dementia.

Client numbers during 2018/2019 remained strong with most days fully booked up and waiting lists in operation.

During the 2018/19 financial year there were no major capital projects undertaken during the year but all the Centre's facilities were fully utilised. The range of activities available to clients has increased during the year with staff supported by volunteers in making good use of the arts and craft facilities.

FINANCIAL REVIEW

In 2019, the company generated total income of £303,782. Operating, management and administrative expenses of £326,994 resulted in a net loss in funds of £23,212.

RESERVES POLICY AND RISK MANAGEMENT

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which equate to approximately three months unrestricted expenditure. In addition the trustees believe it prudent to retain additional reserves to allow for contingencies. This provides sufficient funds to cover management and administration and support costs. Unrestricted funds were maintained at an acceptable level throughout the year. The trustees have reviewed the major risks to which the charity is exposed and systems of procedures and controls are in place to mitigate those risks and appropriate insurance has been taken out. In line with best practice these policies will be reviewed on an annual basis.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The company is limited by guarantee and each Trustee Director undertakes to contribute an amount not exceeding £5 in the event of the company being wound up.

Day-to-day management of the company is undertaken by the Centre Manager Kerry Nolan.

The Trustees meet formally on a regular basis to review the affairs and financial performance of the company.

Trustees are recruited from the local area, are appointed by the existing trustees and are inducted into the role by the chairman. Training is provided where necessary.

REFERENCE AND ADMINISTRATIVE DETAILS

The company is registered as a company limited by guarantee under number 2500924 and as a charity under number 1001348

The Directors during the year were :

Mr. P. Arrowsmith - Chairman
Mrs. M.A. Brotherton
Mr. D. Clancy

NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2019

REFERENCE AND ADMINISTRATIVE DETAILS

Mr. A.M. Evans-Fisher (deceased June 2019)
Mr. R. Fellows
Mrs. B. Gough
Mr. T.C. Hannon
Mr. S Hattersley
Mr R. Laidler
Mr. K. C. Norton
Mr. D. K. Shaw
Mrs. J.E. Sheppard
Dr. N.J. Tindall
Mrs. D. Watson-Jones
Mrs. B. Williamson
Mrs. M.R. Woodcock

Mrs B Gough, Mrs D Watson-Jones, Mrs B Williamson, Mr DK Shaw and Dr NJ Tindall retire by rotation in accordance with the Company's Articles of Association and it is proposed that they be re-elected.

The secretary of the company was Mr K.C. Norton

The registered office and administrative address of the company is:
Newport Cottage Care Centre
Upper Bar
Newport
Shropshire
TF10 7EH

COMPLIANCE STATEMENT

The Trustees have complied with their duty under section 4 of the Charities Act 2006 to have due regard to the guidance issued by the Charity Commission concerning public benefit.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 4th July 2019 and signed on its behalf by:



.....
K C Norton - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

Independent examiner's report to the trustees of Newport (Shropshire) Cottage Care Centre Trust Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2019.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW which is one of the listed bodies

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached



Mr AM Bridge FCA
ICAEW
Barringtons Limited
High Street
Newport
Shropshire
TF10 7BW

Date: 4 May 2019

NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2019

	Notes	Unrestricted fund £	Restricted funds £	2019 Total funds £	2018 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	43,613	4,100	47,713	85,946
Charitable activities					
Charitable Activities		237,094	-	237,094	231,769
Other trading activities	3	18,934	-	18,934	19,764
Investment income	4	41	-	41	35
Total		<u>299,682</u>	<u>4,100</u>	<u>303,782</u>	<u>337,514</u>
EXPENDITURE ON					
Raising funds	5	7,428	-	7,428	7,296
Charitable activities	6				
Charitable Activities		<u>295,091</u>	<u>24,475</u>	<u>319,566</u>	<u>327,692</u>
Total		<u>302,519</u>	<u>24,475</u>	<u>326,994</u>	<u>334,988</u>
NET INCOME/(EXPENDITURE)		<u>(2,837)</u>	<u>(20,375)</u>	<u>(23,212)</u>	<u>2,526</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		250,569	397,211	647,780	645,254
TOTAL FUNDS CARRIED FORWARD		<u><u>247,732</u></u>	<u><u>376,836</u></u>	<u><u>624,568</u></u>	<u><u>647,780</u></u>

The notes form part of these financial statements

NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

BALANCE SHEET
AT 31 MARCH 2019

	Notes	Unrestricted fund £	Restricted funds £	2019 Total funds £	2018 Total funds £
FIXED ASSETS					
Tangible assets	11	148,899	376,836	525,735	535,962
CURRENT ASSETS					
Debtors	12	20,818	-	20,818	23,114
Cash at bank and in hand		87,508	-	87,508	96,843
		<u>108,326</u>	<u>-</u>	<u>108,326</u>	<u>119,957</u>
CREDITORS					
Amounts falling due within one year	13	(9,493)	-	(9,493)	(8,139)
NET CURRENT ASSETS		<u>98,833</u>	<u>-</u>	<u>98,833</u>	<u>111,818</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>247,732</u>	<u>376,836</u>	<u>624,568</u>	<u>647,780</u>
NET ASSETS		<u>247,732</u>	<u>376,836</u>	<u>624,568</u>	<u>647,780</u>
FUNDS	14				
Unrestricted funds				247,732	250,569
Restricted funds				376,836	397,211
TOTAL FUNDS				<u>624,568</u>	<u>647,780</u>

The notes form part of these financial statements

NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

BALANCE SHEET - CONTINUED
AT 31 MARCH 2019

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

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

The financial statements were approved by the Board of Trustees on 4th July 2019 and were signed on its behalf by:



.....
K C Norton -Trustee

NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

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

Income

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

Expenditure

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

Tangible fixed assets

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

Land and buildings	- 2% on cost
Fixtures and fittings	- 15% on reducing balance
Motor vehicles	- 25% on reducing balance
Office equipment	- 15% on reducing balance

Taxation

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

Fund accounting

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 particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. DONATIONS AND LEGACIES

	2019	2018
	£	£
League of Friends Support	17,325	15,846
Donations & Legacies	30,388	70,100
	<u>47,713</u>	<u>85,946</u>

NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2019

3. OTHER TRADING ACTIVITIES

	2019	2018
	£	£
Event Income	12,286	12,844
Local Lottery	6,648	6,920
	<u>18,934</u>	<u>19,764</u>

4. INVESTMENT INCOME

	2019	2018
	£	£
Bank Interest	<u>41</u>	<u>35</u>

5. RAISING FUNDS

Raising donations and legacies

	2019	2018
	£	£
Events and Fund Raising	4,373	4,266
Local Lottery	3,055	3,030
	<u>7,428</u>	<u>7,296</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 7)	Support costs	Totals
	£	£	£
Charitable Activities	<u>316,574</u>	<u>2,992</u>	<u>319,566</u>

Governance costs of £2,992 are accountancy and payroll charges which are for independent examiners report, preparation of statutory accounts and payroll services.

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2019	2018
	£	£
Food and Catering	21,742	21,906
Water, Rates & Insurance	12,650	12,961
Heat, Light and Power	8,942	11,372
Repairs and Renewals	15,154	14,533
Motor and Travel Expenses	9,636	14,443
Stationery and Advertising	6,229	5,530
Telephone and Postage	4,250	3,548
Cleaning	4,447	5,327
Sundry Expenses	7,492	6,848
Salaries, NI & Pensions	200,193	202,457
Depreciation	25,839	26,777
	<u>316,574</u>	<u>325,702</u>

NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2019

8. NET INCOME/(EXPENDITURE)

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

	2019	2018
	£	£
Depreciation - owned assets	25,838	26,777

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2019 nor for the year ended 31 March 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2019 nor for the year ended 31 March 2018.

10. STAFF COSTS

The average number of paid employees was as follows:

	2019	2018
Full time	4	4
Part time	18	17

Gross wages of £193,947 were paid during the year. Employers national insurance amounted to £5,011, and employers pension amounted to £1,235.

11. TANGIBLE FIXED ASSETS

	Land and buildings £	Fixtures and fittings £	Motor vehicles £	Office equipment £	Totals £
COST					
At 1 April 2018	763,106	82,708	113,758	33,855	993,427
Additions	10,606	5,005	-	-	15,611
At 31 March 2019	773,712	87,713	113,758	33,855	1,009,038
DEPRECIATION					
At 1 April 2018	283,398	55,180	98,205	20,682	457,465
Charge for year	15,388	4,586	3,888	1,976	25,838
At 31 March 2019	298,786	59,766	102,093	22,658	483,303
NET BOOK VALUE					
At 31 March 2019	474,926	27,947	11,665	11,197	525,735
At 31 March 2018	479,708	27,528	15,553	13,173	535,962

NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2019

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Prepayments and accrued income	20,818	23,114

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Social security and other taxes	3,368	2,593
Accruals and deferred income	6,125	5,546
	9,493	8,139

14. MOVEMENT IN FUNDS

	At 1.4.18 £	Net movement in funds £	At 31.3.19 £
Unrestricted funds			
General fund	250,569	(2,837)	247,732
Restricted funds			
Land and buildings	236,034	(5,399)	230,635
Wasting assets	161,177	(14,976)	146,201
	397,211	(20,375)	376,836
TOTAL FUNDS	647,780	(23,212)	624,568

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	299,682	(302,519)	(2,837)
Restricted funds			
Land and buildings	1,915	(7,314)	(5,399)
Wasting assets	2,185	(17,161)	(14,976)
	4,100	(24,475)	(20,375)
TOTAL FUNDS	303,782	(326,994)	(23,212)

NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2019

14. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.17 £	Net movement in funds £	At 31.3.18 £
Unrestricted Funds			
General fund	235,459	15,110	250,569
Restricted Funds			
Land and buildings	243,310	(7,276)	236,034
Wasting assets	166,485	(5,308)	161,177
	409,795	(12,584)	397,211
TOTAL FUNDS	645,254	2,526	647,780

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	325,133	(310,023)	15,110
Restricted funds			
Land and buildings	-	(7,276)	(7,276)
Wasting assets	12,381	(17,689)	(5,308)
	12,381	(24,965)	(12,584)
TOTAL FUNDS	337,514	(334,988)	2,526

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2019.

NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2019

	2019 £	2018 £
INCOME AND ENDOWMENTS		
Donations and legacies		
League of Friends Support	17,325	15,846
Donations & Legacies	30,388	70,100
	<hr/> 47,713	<hr/> 85,946
Other trading activities		
Event Income	12,286	12,844
Local Lottery	6,648	6,920
	<hr/> 18,934	<hr/> 19,764
Investment income		
Bank Interest	41	35
Charitable activities		
Daycare	178,503	171,757
Rentals	42,443	40,774
Lunches	16,148	19,238
	<hr/> 237,094	<hr/> 231,769
Total incoming resources	<hr/> 303,782	<hr/> 337,514
EXPENDITURE		
Raising donations and legacies		
Events and Fund Raising	4,373	4,266
Local Lottery	3,055	3,030
	<hr/> 7,428	<hr/> 7,296
Charitable activities		
Food and Catering	21,742	21,906
Water, Rates & Insurance	12,650	12,961
Heat, Light and Power	8,942	11,372
Repairs and Renewals	15,154	14,533
Motor and Travel Expenses	9,636	14,443
Stationery and Advertising	6,229	5,530
Telephone and Postage	4,250	3,548
Cleaning	4,447	5,327
Sundry Expenses	7,492	6,848
Salaries, NI & Pensions	200,193	202,457
Depreciation	25,839	26,777
	<hr/> 316,574	<hr/> 325,702
Support costs		

This page does not form part of the statutory financial statements

NEWPORT (SHROPSHIRE) COTTAGE CARE
CENTRE TRUST LIMITED

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2019

	2019 £	2018 £
Governance costs		
Accountancy and Payroll	2,992	1,990
Total resources expended	326,994	334,988
	<hr/>	<hr/>
Net (expenditure)/income	<u>(23,212)</u>	<u>2,526</u>

This page does not form part of the statutory financial statements