

# **Transforming Lives Together**

*(A Company Limited by Guarantee)*

## **Trustees' Annual Report and Financial Statements**

**Year ended:**

**31<sup>st</sup> December 2018**

*Company Number: 08419285*

*Charity Number: 1157348*

## **Transforming Lives Together**

### **Board of Trustees** during the Year to 31<sup>st</sup> December 2018

Chris Allen	(resigned 31 March 2018)
Venerable Ian Bishop	
Rev. John Bleazard	(resigned 15 October 2018)
Rev. Tim Hayes	(resigned 20 March 2019)
Ms Sibylle Eva Nothhelfer-Batten	
Victoria Wells	(appointed 1 January 2018)
Rev Christina Phoebe Upton	(appointed 14 June 2018)
Mr Corniel Quak-Winslow	(appointed 14 June 2018)

### **Company Secretary**

Victoria Wells	(appointed 1 January 2018)
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### **Registered Office**

Church House  
5500 Daresbury Park  
Daresbury  
Warrington WA4 4GE

# **Transforming Lives Together**

## **Trustees' Report for the Period ended 31<sup>st</sup> December 2018**

The Trustees, who are also Directors for the purposes of the Companies Act, present their Annual Report and Financial Statements for the period to 31<sup>st</sup> December 2018. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities in preparing the annual report and financial statements of the charitable company, which also comply with the charity's governing document and applicable law.

### **The Charity**

Transforming Lives Together is constituted as a company limited by guarantee and not having a share capital. The company is registered with Companies House in England and Wales – number 08419285. The principal governing document is the Company Memorandum and Articles of Association. The charity is registered with the Charity Commission – number 1157348.

The charity is a joint venture between the Church Urban Fund (CUF) and the Chester Diocesan Board of Finance.

### **Objects**

The charity's objects are for the benefit of the public:

- To promote the efficiency and effectiveness of Christian based charities in the furtherance of their objects or any one of them, mainly but not exclusively, by the promotion of information, advice, support and infrastructure provision; and
- The relief of financial hardship, either generally or individually, though the provision of grants, goods or services.

### **Activities and Performance**

TLT operates within the geographical area covered by the Diocese of Chester, which spans the Victorian county of Cheshire and includes Wirral, parts of Greater Manchester and the edges of Flintshire and Derbyshire. This is a very diverse area of over 1000 square miles, which includes dense urban populations, rural heartlands and prosperous suburbs, and has a population of 1.6 million people.

Transforming Lives Together has been set up jointly by the Diocese of Chester and the Church Urban Fund and is a registered company with charitable status. TLT is part of Church Urban Fund's Together Network of similar joint ventures around England, which are working to transform the lives of the poorest and most marginalised.

In setting out our objectives and planning our activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

The work of TLT is facilitated by the employment of two part-time workers. Events undertaken included project work around homelessness, food poverty, credit unions, places of welcome, social isolation, bid writing and our identified focus on Asset Based Community Development (ABCD). This encourages local churches to engage with their communities by knowing who they are.

These fulfil our aim to bring about community engagement and change through mobilisation of people within local churches. We were also able to facilitate events to bring churches together across a larger geographical area to encourage self-help and reflect on good practice.

Improvements in communications and social media strengthened our profile during the year and this is particularly important as we work across a diverse urban and rural diocese footprint.

Over the next year, we aim to continue to develop the objectives we have set ourselves and to making a real difference as we bring people together to engage across communities.

## **Our Vision**

To transform lives and communities through every church in every community tackling poverty.

## **Our Aims**

Our aims are to achieve the Vision by:

- partnering with churches to catalyse a movement
- provide a framework for good practice
- build relationships with churches to foster local engagement within communities.

In other words, TLT wants to:

- inspire people to tackle poverty
- facilitate people's realisation potential
- support people as they engage in transformation
- connect people in their activity and their activity to their faith

## **This how we intend to meet our Aims:**

- provide long term and sustainable partnerships and guidance for churches and Christians working alongside people profoundly affected by poverty
- enable churches to articulate and celebrate what they're doing

- use the diversity within the diocese to connect church communities to encounter each other and work collaboratively
- provide resources, for example for theological reflection, and tool kits that equip churches for action.
- raise awareness of poverty by providing information about the nature and impact of poverty and sharing stories of transformation and models of good practice.
- advocate for churches and tell the truth about poverty and wealth and promote a new way of living and acting.

## **Finance Review**

The main funding source for Transforming Lives Together is from the Church Urban Fund (CUF). During 2018, CUF have provided a grant of £30,000 which will reduce to £20,000 in 2019.

In 2018, our main costs have been incurred in the employment of two Development Workers along with their travelling and administration expenses.

We are grateful to the Chester Diocese for the in-kind support which includes office accommodation, conference facilities, financial oversight and line management plus access to specialist services on safeguarding, HR and statistics when required.

The Board has examined the charity's requirements for reserves in light of the main risks to the organisation. The most significant risk is considered to be that the core funding from the Church Urban Fund is not forthcoming. In such a case, it would take 3 – 6 months to make a bid and hopefully secure replacement funding from a grant awarding body. During this period Transforming Lives Together would have to fund key core costs (employee costs, travel etc.) from its reserves. Based on this information, the Board determined that the policy should be to build reserves to an absolute minimum of 3 months cost base.

Since the balance sheet date a grant of £9,300 was received in June 2019 after an application to the Lottery Fund. The trustees have committed to further fundraising to mitigate the short fall since the reduction in donations from CUF.

## **Directors' Responsibilities**

The directors are responsible for preparing the Annual Report and Financial Statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements each financial year. Under that law the directors have elected to prepare financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the

company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:

1. Make suitable accounting policies and then apply them consistently;
2. Make judgements and accounting estimates that are reasonable and prudent;
3. Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business;

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

### **Small Company Exemptions**

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

This report was approved by the Board on 12 September 2019 and signed on their behalf.

Signed by:

Ven Ian Bishop  
Chair

## **Transforming Lives Together**

### **Statement of Financial Activities**

(including Income and Expenditure account)

**For the Year ended 31<sup>st</sup> December:**

		<b>Total 2018</b>	<b>Total 2017</b>
<b>INCOMING RESOURCES</b>		<b>£</b>	<b>£</b>
Grants and Donations	note 4	37,845	42,700
<b>Total Incoming Resources</b>		<b>37,845</b>	<b>42,700</b>
 <b>RESOURCES EXPENDED</b>			
Cost of charitable activities	note 5	53,479	52,966
 <b>Total Expended Resources</b>		<b>53,479</b>	<b>52,966</b>
 <b>Net (Deficit) for the Year</b>		<b>(15,634)</b>	<b>(10,266)</b>
 <b>NET MOVEMENT IN FUNDS</b>		<b>(15,634)</b>	<b>(10,266)</b>
 <b>Total Funds at 1<sup>st</sup> January 2018</b>		<b>36,960</b>	<b>47,226</b>
 <b>Total Funds at 31<sup>st</sup> December 2018</b>		<b>21,326</b>	<b>36,960</b>

## Transforming Lives Together

### Balance Sheet As at 31<sup>st</sup> December

	2018 £	2017 £
<b>Fixed Assets</b>		
Tangible Assets	0	0
<b>Current Assets</b>		
Cash at Bank and in hand	21,326	36,960
	<b>21,326</b>	<b>36,960</b>
<b>Current Liabilities</b>		
Creditors – falling due within one year	0	0
<b>Net Current Assets</b>	<b>21,326</b>	<b>36,960</b>
<b>Net Assets</b>	<b>21,326</b>	<b>36,960</b>
<b>FUNDS</b>		
Unrestricted Funds	21,326	36,960
<b>Total Funds</b>	<b>21,326</b>	<b>36,960</b>

The accompanying accounting policies and notes form part of these financial statements.

For the year ended 31<sup>st</sup> December 2018, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Responsibilities of directors/trustees:

1. The members have not required the charitable company to obtain an audit of its financial statements for the year in question in accordance with section 476 of the Companies Act 2006.
2. The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board of Directors and Trustees on 12 September 2018 and signed on their behalf:

Ven Ian Bishop  
Chair



**Transforming Lives Together**  
**Notes to Financial Statements**  
**For the Year Ended 31<sup>st</sup> December 2018**

**1. Basis of Accounting**

The financial statements are prepared on the historical cost and accruals basis of accounting. The financial statements are also prepared in accordance with the applicable Accounting Standards and the Statement of Recommended Practice "Accounting and Reporting by Charities".

**2. Accounting Policies**

**a. Grants and Donations**

All incoming funds are only included in the Statement of Financial Activities when the charity has unconditional entitlement to the resources and the amount can be quantified with reasonable accuracy.

**b. Resources Expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. Governance costs are those costs incurred in connection with the compliance with constitutional and statutory requirements.

**c. Unrestricted Funds**

Current funds under management are all unrestricted.

**3. Company Limited by Guarantee**

The company is limited by guarantee and consequently does not have share capital.

**4. Grants and Donations**

	2018 £	2017 £
Grant from Church Urban Fund	30,000	40,000
Donations	7,845	2,700
	<u>37,845</u>	<u>42,700</u>

**5. Cost of Charitable Activities**

	2018 £	2017 £
Employee Salaries	49,709	48,811
Employee travel and subsistence	2,618	3,413
Office and administration costs	1,152	742
	<u>53,479</u>	<u>52,966</u>

# **Independent Examiner's Report to the Trustees and Directors of Transforming Lives Together for the Year ended 31<sup>st</sup> December 2018**

<b>Respective responsibilities of trustees and examiner</b>	<p>The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.</p> <p>It is my responsibility to:</p> <ul style="list-style-type: none"><li>• examine the accounts under section 144 of the 2011 Act,</li><li>• to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145 of the 2011 Act, and</li><li>• to state whether particular matters have come to my attention.</li></ul>
<b>Basis of independent examiner's statement</b>	<p>My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.</p>
<b>Independent examiner's statement</b>	<p>In connection with my examination, no matter has come to my attention</p> <ol style="list-style-type: none"><li>1. which gives me reasonable cause to believe that in, any material respect, the requirements:<ul style="list-style-type: none"><li>• to keep accounting records in accordance with section 130 of the 2011 Act; and</li><li>• to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or</li></ul></li><li>2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</li></ol>

Signed by:

Dated: 13 September 2019

John C Natrass, FCA  
29 Ollerbarrow Road  
WA15 9PP