

Peter Street Centre Limited

Charity number 1136773

A Company limited by guarantee number 06475796

Annual Report and Financial Statements **for the year ended 31 March 2019**

The logo for Greater Merseyside Community Accountancy Service (gmcas) features the lowercase letters 'gmcas' in a white, sans-serif font, centered within a solid black rectangular background.

Greater Merseyside Community
Accountancy Service

Peter Street Centre Limited

Annual Report and Financial Statements for the year ended 31 March 2019

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Prepared by the Greater Merseyside Community Accountancy Service

Peter Street Centre Limited

Trustees' report continued

ACHIEVEMENTS AND PERFORMANCES

St Helens has in the last 12 months seen a few venues close or give notice to impending closure which has influenced increased enquiries for use of the Centre. Over the next 12 months hopefully we can secure more permanent group activities.

Tenants continue to include Library Services, Home-start St Helens, Chrysalis Centre for Change and Mere electrical. A decision was made to advertise other hireable spaces for rent through a local estate agent sadly no enquiries have yet been forthcoming.

St Helens Council use of the building has increased from last year in respect of health groups using the sports hall – healthy living team or sports development groups use the centre over 12 hours per week.

Maintenance has not presented as big a challenge this year however operational costs are still high, and we continually look at ways of keeping them down.

The Board of Directors continue to make regular review of policies within the Centre to ensure our delivery is compliant and any amendments made, and review dates marked forward.

FUTURE PLANS

Sadly, we must report the passing of our Treasurer Margaret Beesley who had been involved with the Centre over 12 years in the capacity of Board Director and Trustee in addition to her delivery of sequence dancing up until May 2017.

As reported in previous years we are actively looking at recruiting Directors to the Board and hope to secure new support soon.

PUBLIC BENEFIT

In identifying and reviewing these priorities, aims and objectives, plus the supporting actions and activities for the year, we have been fully mindful of the guidance contained in the Charity Commission's general guidance on public benefit. We have aimed to ensure that all these planned actions and activities, agreed or noted by the Trustees/Directors at our regular Committee Meetings, are for public benefit.

Peter Street Centre Limited

Financial Review

The deficit of the charity for the year amounted to (£9,074) ((£2,570) ~ 2018)

Reserves Policy

Details of the charity's reserves are shown in note 7a and show a figure of £94,802. This level of reserves is equivalent to 12 months of the centre's running costs.

Risk Management

The trustees actively review the major strategic, business and operational risks that the charity faces on a regular basis and acknowledge that the key risks relate to reduction in room hire and any major building issues.

Statement of Directors' responsibilities

Company law requires the directors to prepare financial accounts for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and 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.

- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business;

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to 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 are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Board on 25th October 2019 and signed on behalf of the directors by:

David Crowther

David Crowther
Chairperson

Reference and Administrative Details

Peter Street Centre Limited

Charity number 1136773

A Company limited by guarantee number 06475796

The trustees, who are the directors of the company for the purposes of company law, are pleased to present their report and financial statements together with the independent examiner's report for the year ended 31 March 2019.

Name	Position	Dates
David Crowther	Chair	
Ann Harrison	Secretary	
Margaret Beesley		till April 2019

Method of appointment

Trustees are elected by the members at the AGM

Registered address

Peter Street
St Helens
Merseyside
WA10 2EQ

Bankers

Natwest
5 Ormskirk Street
St Helens
Merseyside
WA10 1DR

Governing document

The organisation is a company limited by guarantee, incorporated on 17th January 2008 in the name of Peter Street Centre Limited Company Number 6475796 and registered as a Charity on 7th July 2010 Charity number 1136773.

The organisation was established under a Memorandum of Association, which established the objects and powers of the company and is governed under its Articles of Association.

Objects of the organisation

To further or benefit the residents of St Helens and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving the conditions of life for the residents.

In furtherance of these subjects but not otherwise, the trustees shall have the power: to establish or secure the establishment of a community centre and to maintain or manage or cooperate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

Accountant

on behalf of:

Greater Merseyside Community Accountancy Service

Beacon Building
College Street
St Helens
WA10 1TF

Independent Examiner's report to the trustees of Peter Street Centre Limited

I report on the accounts of the charity for the year ended 31st March 2019 set out on pages 6 to 14.

Respective responsibilities of the Trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- ☐ examine the accounts under section 145 of the 2011 Act;
- ☐ to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- ☐ state whether particular matters have come to my attention.

Basis of Independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commissioners. 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 you as 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.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1) which gives me reasonable cause to believe that in any material respect the requirements:

- ☐ to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- ☐ to prepare accounts which accord with the accounting records and to comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Jane Williams

Jane Williams
MAAT

Greater Merseyside Community Accountancy Service
Beacon Building
College Street
St Helens
WA10 1TF

25th October 2019

Peter Street Centre Limited
Statement of Financial Activities
(Including Income & Expenditure Account)
for the year ended 31 March 2019

	Notes	2019 Unrestricted funds £	2019 Restricted funds £	2019 Total funds £	2018 Total funds £
Income from:					
Income from donations	(4)	-	-	-	-
Income from charitable activities	(5)	-	-	-	3,000
Other incoming resources	(6)	112,068	-	112,068	117,188
Bank interest		-	-	-	-
Total incoming resources		<u>112,068</u>	<u>-</u>	<u>112,068</u>	<u>120,188</u>
Resources expended					
Charitable activities	(7)	<u>121,142</u>	<u>-</u>	<u>121,142</u>	<u>122,758</u>
Net incoming / (outgoing) resources		(9,074)	-	(9,074)	(2,570)
Transfers between funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		(9,074)	-	(9,074)	(2,570)
Reconciliation of funds					
Total funds as at 01 April 2018		<u>103,875</u>	<u>-</u>	<u>103,875</u>	<u>106,445</u>
Total funds as at 31 March 2019	(7a)	<u>94,802</u>	<u>-</u>	<u>94,802</u>	<u>103,875</u>

The above statement includes all gains and losses recognised during the year.
All activities are regarded as continuing.
Comparative figures for the previous year by fund type are shown in Note 13.
The Notes on pages 9 to 14 form an integral part of these accounts.

Peter Street Centre Limited

Charity number 1136773

A Company limited by guarantee number 06475796

Balance sheet

as at 31 March 2019

	2019 Unrestricted £	2019 Restricted £	2019 Total £	2018 Total £
Current Assets				
Debtors and prepayments	(6) 3,764	-	3,764	4,347
Cash at bank and in hand	(7) 92,074	-	92,074	99,764
Total current assets	<u>95,838</u>	<u>-</u>	<u>95,838</u>	<u>104,111</u>
Current liabilities:				
amounts falling due within one year				
Creditors (due within one year)	(8) 1,037	-	1,037	236
Total current liabilities	<u>1,037</u>	<u>-</u>	<u>1,037</u>	<u>236</u>
Net Assets	<u>94,802</u>	<u>-</u>	<u>94,802</u>	<u>103,875</u>
Funds of the charity				
Restricted Funds	-	-	-	-
Unrestricted funds	94,802	-	94,802	103,875
Total Funds	<u>94,802</u>	<u>-</u>	<u>94,802</u>	<u>103,875</u>

The trustees (who are also the directors of the company for the purposes of company law) confirm that for the year ended 31 March 2019

- the company was entitled to exemption from audit under section 477 of the Companies Act 2006, and
- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act

the trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

The notes on pages 9 to 14 form an integral part of these accounts.

These accounts, which have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies, were approved by the trustees on 25th October 2019 and signed on their behalf by:

Ann Harrison

Ann Harrison
Director / Trustee

Peter Street Centre Limited
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 March 2019

	2019	2018
	Total	Total
	£	£
Cash flows from operating activities:		
Net income/(expenditure) per SoFA	(9,074)	(2,570)
Investment income	-	-
(Increase)/decrease in debtors	(5) 583	(473)
Increase/(decrease) in creditors	801	(1,534)
	<u>(7,690)</u>	<u>(4,577)</u>
Cash flows from investing activities		
Investment income	(6) -	-
Net increase/(decrease) in cash:	(7,690)	(4,577)
Total cash as at 01 April 2018	<u>99,764</u>	<u>104,341</u>
Total cash as at 31 March 2019	<u>92,075</u>	<u>99,764</u>

The notes on pages 9 to 14 form an integral part of these accounts.

Peter Street Centre Limited

Notes to the accounts

for the year ended 31 March 2019

1 Basis of preparation

These accounts (financial statements) have been prepared under the historical cost convention,

- 1.1 with items recognised at cost or transaction value, unless otherwise stated in the relevant note(s), in accordance with:
 - (a) The Charities Act 2011
 - (b) The Companies Act 2006
 - (c) The Financial Reporting Standard applicable in the UK and the Republic of Ireland: FRS 102
 - (d) Accounting & Reporting by Charities: Statement of Recommended Practice (Charities SORP FRS 102) (effective January 2015)
- 1.2 The charity meets the definition of a public benefit entity as defined by FRS 102
- 1.3 The trustees consider that there are not material uncertainties about the charity's ability to continue as a going concern.

2 Accounting Policies

2.1 Fund accounting

- (a) Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity.
- (b) Restricted funds are those that may only be used for specific purposes. Restrictions arise when specified by the donor, or when funds are raised for specific purposes.
- (c) The purposes of the funds are shown in Note 7a.

2.2 Income

- (a) Income is recognised and included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the income; receipt is probable; and the monetary value can be measured with sufficient reliability.
- (b) Where income has related expenditure (e.g. creche), the income and related expenditure are reported gross in the SOFA.
- (c) Bank interest is recognised when credited to the account.
- (d) Gift Aid, where appropriate, is recognised in the same accounting period as the donation to which it relates.
- (e) Income, which is subject to conditions that the charity has yet to fulfil, or which is specifically for use in a future accounting period, is treated as deferred income.

2.3 Expenditure and liabilities

- (a) Expenditure is recognised on the accruals basis.
- (b) The charity is registered for VAT, thus all costs are shown net of VAT.
- (c) Liabilities are recognised as soon as there is a legal or constructive obligation to pay out resources.
- (d) Governance costs include the costs of preparation and examination of the statutory accounts, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Peter Street Centre Limited
Notes to the accounts
for the year ended 31 March 2019

2.4 Tangible Fixed Assets

(a) Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £1,000. They are valued at cost or, if gifted, at their value on receipt.

Rates of depreciation

Building Improvements: 20% straight line basis to nil

Fixtures and fittings: 15% straight line basis to nil

Equipment: 20% straight line basis to nil

2.5 Debtors

(a) Debtors are recognised at the settlement amount due.

(b) Prepayments are valued at the amount prepaid.

2.6 Cash

(a) Cash comprises bank deposits repayable on demand and any short-term highly liquid investments with a maturity date of three months or less from the date of acquisition or opening of the deposit or similar account.

2.7 Creditors

(a) Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount, usually the invoice amount.

(b) Accrued charges are normally valued at their settlement amount.

2.8 Taxation

The charity is not liable to income tax or capital gains tax on its charitable activities.

3 Transactions with trustees and related parties

No trustees received any remuneration or expenses during the accounting period.

Owing to the nature of the charity's activities and the composition of the board of trustees (being drawn from local statutory and voluntary organisation), it is inevitable that transactions will take place with organisations in which a trustee may have an interest. All transactions in which a trustee may have an interest are conducted at arm's length and in accordance with the charity's financial regulations and expenditure procedures. No transactions were identified which should be disclosed under FRS 102.

Peter Street Centre Limited
Notes to the accounts
for the year ended 31 March 2019

4 Income from donations

Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
-	-	-	-
-	-	-	-

5 Income from charitable activities

	2019 Unrestricted funds £	2019 Restricted funds £	2019 Total funds £	2018 Total funds £
Miscellaneous Income	-	-	-	3,000
	-	-	-	3,000

6 Other Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Room hire charges	112,068	-	112,068	117,188
	112,068	-	112,068	117,188

Peter Street Centre Limited
Notes to the accounts
for the year ended 31 March 2019

7 Expenditure of charitable activities

		2019 Unrestricted funds	2019 Restricted funds	2019 Total funds	2018 Total funds
		£	£	£	£
<u>Direct Costs</u>					
Salaries and NICs	(4)	38,949	-	38,949	34,542
Payroll costs		124	-	124	58
Memberships & fees		429	-	429	249
Vending and Catering		9,521	-	9,521	9,527
Cleaning, caretaking and materials		25,679	-	25,679	35,282
Telecommunications, postage and IT		110	-	110	2,958
Printing and stationery		10,851	-	10,851	8,821
Bank Charges		259	-	259	364
Repairs & Renewals		15,037	-	15,037	12,940
Utilities		17,841	-	17,841	16,031
Insurance		1,767	-	1,767	1,373
Governance Costs	(8)	575	-	575	613
Total resources expended		121,142	-	121,142	122,758

Peter Street Centre Limited
Notes to the accounts
for the year ended 31 March 2019

7a Movements in funds

	As at 01/04/2018	Incoming Resources	Outgoing Resources	Transfers	As at 31/03/2019
	£	£	£	£	£
Unrestricted funds					
General funds	103,875	112,068	121,142	-	94,801
Restricted funds					
	-	-	-	-	-
	-	-	-	-	-
Total funds	103,875	112,068	121,142	-	94,801

8 Governance Costs

	2019 £	2018 £
Independent Examiners' fee	395	450
Annual Return Fee	-	13
Fees	180	150
	<u>575</u>	<u>613</u>

9 Debtors and prepayments

	£	£
Debtors	3,764	4,347
Prepayments	-	-
	<u>3,764</u>	<u>4,347</u>

10 Cash at bank and in hand

	£	£
Current Account	91,266	99,145
Cash in hand	808	620
	<u>92,074</u>	<u>99,764</u>

11 Creditors and accruals

	£	£
Creditors	-	-
Accruals	1,037	236
	<u>1,037</u>	<u>236</u>

12 Staff costs and numbers

	£	£
Gross salaries	33,803	30,153
Social security costs	3,119	3,034
Pensions	2,028	1,355
	<u>38,949</u>	<u>34,542</u>

No employee earned £50,000 per annum or more in the current accounting period
The average number of employees during the year was 1 (2018:1)

The charity operates defined contribution pension schemes in respect of its employees. These contributions are made to externally administered pension schemes. The pension cost represents the contributions payable by the organisation to the fund.

Peter Street Centre Limited
Notes to the accounts
for the year ended 31 March 2019

13 Comparative income and expenditure by fund type

	Unrestricted Funds		Restricted Funds	
	2019	2018	2019	2018
	£	£	£	£
Income from:				
Income from donations	-	-	-	-
Income from charitable activities	-	3,000	-	-
Other incoming resources	112,068	117,188	-	-
Bank interest	-	-	-	-
Total incoming resources	112,068	120,188	-	-
Expenditure on:				
Charitable activities	121,142	122,758	-	-
Net incoming / (outgoing) resources	(9,074)	(2,570)	-	-
Transfers between funds	-	-	-	-
Net movement in funds	(9,074)	(2,570)	-	-
Reconciliation of funds				
Total funds as at 01 April 2018	103,875	106,445	-	-
Total funds as at 31 March 2019	(7a) 94,802	103,875	-	-