## REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019 FOR POINT EUROPA LTD

4

.

Lang Bennetts The Old Carriage Works Moresk Road TRURO Cornwall TR1 1DG

•

## <u>CONTENTS OF THE FINANCIAL STATEMENTS</u> FOR THE YEAR ENDED 31 MARCH 2019

	Page
Report of the Trustees	1 to 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6 to 7
Notes to the Financial Statements	8 to 13
Detailed Statement of Financial Activities	14 to 15

١

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2019. The trustees have adopted the provisions of 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).

## **OBJECTIVES AND ACTIVITIES**

The principal activity of the company is to advance education, in particular, but not exclusively, by the following means:

\* The provision of training opportunities in partnership with other European countries and in conjunction with other bodies, both local and international; and

\* The provision of exchange programmes for schools, colleges, youth and community links

The charity meets its objectives by running a very wide range of training and educational projects, detailed below.

The activities of the charity during the year were:

- \* Support for local childcare services
- \* International youth work
- \* International exchanges for "Senior Volunteers"
- \* International training development projects
- \* Running a community charity shop

#### ACHIEVEMENT AND PERFORMANCE

The Charity continued to maintain its activity this year with international work continuing and new projects approved. Partnership working was paramount to expand and widen the potential for new projects moving forward into the changed European programme, Erasmus+. The continuing main activities and developments over the year were:

International Youth Work: In July 2018 we signed the grant agreement with the UK National Agency in order for Point Europa to host 8 volunteers from France for 14 months. (4 for the first 7 months and then another 4 volunteers after this period). These volunteers were aged between 18-30 and worked within Point Europa and the local community to provide assistance in various tasks.

In March 2019 Point Europa also hosted Students from a Vocational Training Centre in Sweden where they are studying to become Teachers/Teaching Assistants. These students spent 3 weeks in placements at local primary schools in order to gain new knowledge and improve their teaching practice.

We have continued our close working relationship with Praxis in Germany and have hosted 2 groups of (9) unemployed adults and placed them into local businesses during their stay in Cornwall. This has provided them with a secure base in which they could develop skills and find employment in Germany upon their return.

We are currently coordinating 2 large European projects with 11 European partners. The project INSERT is co-funded by the Erasmus+ programme of the European Union and aims at extending and developing social entrepreneurship competences of educators and professionals working in organisations, providing support to migrant populations, in order to assist them in the long-run in promoting social entrepreneurship to low-skilled and low-qualified adults with a migrant background, as an alternative pathway for their self-sustainability.

The 2nd project Girls Lead is aimed at supporting young women into finding their place as social entrepreneurs and in taking on leadership roles early in life by applying innovative methods to contribute to cultivate girls' professional confidence, employability and enhance understanding for "social entrepreneurship" as an entrepreneurial model among young women. We are also working with Cornwall council, Youth workers and many other organisations/agencies to ensure these projects are successful.

International Training Development Projects: Our links with training partners in other EU countries continue to offer useful work. In 2018-19 we were again approved as a partner on a number of multinational projects, and submitted new UK-based projects. European Funded projects we are in partnership with include:

Loel project: This project aims to empower young people so they are able to develop their emotional competences, to identify and express self-emotions, to establish successful communication with others both online and offline, to be aware of the limits and potential of ICT-based communication and to manage emotions in professional environments (including volunteering experiences, within a company or when being entrepreneurs).

### **REPORT OF THE TRUSTEES** FOR THE YEAR ENDED 31 MARCH 2019

## ACHIEVEMENT AND PERFORMANCE

organisations from 13 different European Countries.

Effective Learning: This project aims to bring together formal and non-formal education to explore different creative learning spaces which will give ownership of learning process to the learners. The aim of project is to provide space and support for cross-sectoral cooperation of professionals in formal and non-formal education on innovation of education in order to create contemporary and successful learning environments for young people. Through this project Point Europa is working closely with Youth Workers from our surrounding area in order to provide them with the opportunities of meeting other professionals and sharing good practices.

Our skills and contact base in this area are strong, with good prospects for the future. Networking on a local and European level has provided us with a great deal of future contacts and projects for the years ahead. We are an active partner in LEMON Network meeting in various countries every 6 months in order to work on new European applications along with increasing the quality of youth work across Europe. This network is made up of 15

Charity Shop: We are extremely proud of our Charity Shop which continues to thrive due to the work of a strong and active group of community volunteers. During this period we have also supported / donated to the Rame Community Fund.

Support for Community Organisations: Our work for the local community continues at a high level, especially through the good services of our European volunteers, who continue to support very many community organisations in the villages and surrounding area. Along with this we continue to work with a number of outside agencies on numerous projects as mentioned above. These include: Torpoint Community College, Cornwall College, Saltash College, Devon and Cornwall Police, DCH and Cornwall Council.

#### FINANCIAL REVIEW

Our cash flow forecast was regularly reviewed in 2018-2019. The general manager and finance manager provided updates to the Board via the Finance and Planning committee throughout the year, and our finances remained at a satisfactory and fully reported level throughout. The budget forecast with current and new projects see Point Europa sustainable through to 2021, with new opportunities and projects already seeing fruition. In addition to this a proportion of the charity Shop income is being allocated to support all European Projects that are only part funded through the specific European funding stream.

It is the policy of the charity that unrestricted funds, which have not been designated for a specific use should be maintained at a level where the trustees consider that, in the event of a significant drop in funding, they will be able to continue the charity's activities while consideration is given to ways in which additional funds may be raised.

The Board of Trustees are aware of the risk of a potential funding shortfall for the 12 month period from the date of signing this Trustees Report. The Trustees have reviewed the funding/ projects for the next 12 months and are confident that the risk of a funding shortfall is minimal due to the secured projects already approved. However, the Board has decided that if necessary, we will adopt a plan to realise a part of the capital value of the charity's building, using the most appropriate facility (such as a loan or sale-and-leaseback agreement), to provide working capital and thus cover the potential risk. The Old Bank building where Point Europa's offices are based was deemed an unrestricted asset from 1st January 2014, when the project was closed.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

## Governing document

The charity is controlled by its governing document, the memorandum and articles of association, and constitutes a company limited by guarantee, as defined by the Companies Act 2006.

The members' liability is limited, in the event of the charitable company being wound up, to  $\pounds 10$ . The company was formed on 18 February 2004. It commenced its activities on 19 April 2004 and registered as a charity on 16 November 2004.

### **REPORT OF THE TRUSTEES** FOR THE YEAR ENDED 31 MARCH 2019

#### STRUCTURE, GOVERNANCE AND MANAGEMENT Management

The paid staff report to the Board of Trustees through quarterly written reports sent in advance and then presented for approval or modification at the quarterly Trustees meetings.

The Finance and Planning sub-committee for Trustees and Staff, meets monthly to manage the details of the Charity's operations. These monthly meetings help to promote governance and provide opportunity for timely communication between stakeholders.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to major risks.

#### **REFERENCE AND ADMINISTRATIVE DETAILS Registered Company number** 05047890 (England and Wales)

**Registered Charity number** 1106788

#### **Registered** office

The Old Bank 1-2 West Ouay Millbrook TORPOINT Cornwall **PL10 1AS** 

#### Trustees

**D** Jenkins Y De La Haye **D** Patterson A J Wing **K B Whittingham**  Chair

The directors of the company are also charity trustees for the purpose of charity law. Under the requirements of the Memorandum and Articles of Association, the members of the Board of Trustees are elected to serve for a maximum period of three years (per each term), after which they must be re-elected at the next Annual General Meeting.

Trustees are chosen from our membership base and elected at Trustees meetings or the Annual General Meeting. There was no trustee training during the financial year.

#### **Independent examiner**

Jonathan Mashen FCA Lang Bennetts The Old Carriage Works Moresk Road TRURO Cornwall TR1 1DG

D Jenkins - Trustee

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF POINT EUROPA LTD

### Independent examiner's report to the trustees of Point Europa Ltd ('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 FCA 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

Jonathan Mashen FCA Lang Bennetts The Old Carriage Works Moresk Road TRURO Cornwall TR1 1DG

Date: \$5/11/2019

۹.

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

		Unrestricted funds	Restricted funds	2019 Total funds	2018 Total funds
	Notes		£	£	£
INCOME AND ENDOWMENTS FROM Charitable activities Training and education	3	283,774	-	283,774	228,793
Other trading activities	2	26,773		26,773	18,454
Total		310,547	-	310,547	247,247
EXPENDITURE ON					
Raising funds Charitable activities	4 5	9,813	-	9,813	15,592
Training and education	3	263,566		263,566	253,163
Total		273,379	-	273,379	268,755
NET INCOME/(EXPENDITURE)		37,168	-	37,168	(21,508)
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		298,329	-	298,329	319,837
TOTAL FUNDS CARRIED FORWARD		335,497		335,497	298,329

The notes form part of these financial statements

# BALANCE SHEET AT 31 MARCH 2019

FIXED ASSETS	Notes	Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
Tangible assets	11	263,895	-	263,895	262,576
<b>CURRENT ASSETS</b> Debtors: amounts falling due within one year Cash at bank and in hand	12	9,464 111,755	-	9,464 111,755	7,060 33,145
		121,219	-	121,219	40,205
<b>CREDITORS</b> Amounts falling due within one year	13	(49,617)	-	(49,617)	(4,452)
NET CURRENT ASSETS		71,602		71,602	35,753
TOTAL ASSETS LESS CURRENT LIABILITIES		335,497	-	335,497	298,329
NET ASSETS		335,497		335,497	298,329
FUNDS Unrestricted funds:	15				
Point Europa Fixed Asset Reserve				71,602 263,895	35,753 <u>262,576</u>
				335,497	298,329
TOTAL FUNDS				335,497	298,329

The notes form part of these financial statements

.

### 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 provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees on  $\frac{22}{10}$   $\frac{10}{10}$  and were signed on its behalf by:

D Jenkins -Trustee

The notes form part of these financial statements

### 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.

#### Allocation and apportionment of costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating staff costs by time spent and other costs by their usage.

#### **Tangible fixed assets**

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

Office equipment	- 25% on cost
Fixtures and fittings	- 33% on cost
Computer equipment	- 33% on cost

Freehold property is not depreciated as the level of depreciation arising is not considered material.

#### Taxation

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

#### **Fund** accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

Investment income and gains are allocated to the appropriate fund.

#### Foreign currency translation

Income is translated and accounted for on the date that it is received. Where income is expected to be received, and is included within debtors, a rate is used based on the date of the agreement. Any gains or losses arising from this are taken to the SOFA.

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

## 2. OTHER TRADING ACTIVITIES

· ·

	Charity shop income Other fundraising income National insurance refund		2019 £ 16,115 590 10,068	2018 £ 17,733 721
3.	INCOME FROM CHARITA	BLE ACTIVITIES	<u>26,773</u>	18,454
	Point Europa projects	Activity Training and education	2019 £ 283,774	2018 £ 228,793
4.	RAISING FUNDS			
	Other trading activities			
	Staff costs Charity shop expenses Bad debts Point Europa donations to Ram	e Community Fund	2019 £ 1,865 1,198 6,750 9,813	2018 £ 7,929 1,595 568 5,500 15,592

## 5. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs (See note 6)	Totals
	£	(See note 0) £	£
Training and education	209,277	54,289	263,566

## 6. SUPPORT COSTS

			Governance	
	Management	Finance	costs	Totals
	£	£	£	£
Training and education	46,142	<u>    40  </u>	<u> </u>	54,289

## 7. NET INCOME/(EXPENDITURE)

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

	2019 £	2018 £
Depreciation - owned assets	659	

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

## 8. 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.

### 9. STAFF COSTS

The average monthly number of employees during the year was as follows:

2019	2018
2	2

No employees received emoluments in excess of £60,000.

## 10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM Charitable activities			
Training and education	228,793	-	228,793
Other trading activities	18,454		18,454
Total	247,247	-	247,247
EXPENDITURE ON			
Raising funds Charitable activities	15,592	-	15,592
Training and education	253,163		253,163
Total	268,755	-	268,755
NET INCOME/(EXPENDITURE)	(21,508)	-	(21,508)
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward			
As previously reported Prior year adjustment	334,405 _(14,568)	-	334,405 (14,568)
Thorycal adjustment	(14,508)		(14,508)
As Restated	319,837	-	319,837
TOTAL FUNDS CARRIED FORWARD	298,329		298,329

.

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

## 11. TANGIBLE FIXED ASSETS

.

•

	Freehold property £	Office equipment £	Fixtures and fittings £	Computer equipment £	Totals £
COST					
At 1 April 2018 Additions	262,576	7,220	22,971 1,978	9,678 	302,445 
At 31 March 2019	262,576	7,220	24,949	9,678	304,423
DEPRECIATION					
At 1 April 2018	-	7,220	22,971	9,678	39,869
Charge for year	<u> </u>		659		659
At 31 March 2019	<u>-</u>	7,220	23,630	9,678	40,528
NET BOOK VALUE					
At 31 March 2019	262,576		1,319		263,895
At 31 March 2018	262,576		-	-	262,576

Freehold property is not depreciated, the residual value of the building is considered to exceed the carrying amount (original cost).

## 12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Other debtors	9,315	7,060
Prepayments and accrued income	149	
	9,464	7,060

## 13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Trade creditors	19	125
Social security and other taxes	-	1,957
Deferred income	12,705	-
Accrued expenses	36,893	2,370
	49,617	4,452

.

.

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

## 14. MOVEMENT IN FUNDS

	Net movement		
	At 1/4/18	in funds	At 31/3/19
	£	£	£
Unrestricted funds			
Point Europa	35,753	35,849	71,602
Fixed Asset Reserve	262,576	1,319	263,895
	298,329	37,168	335,497
TOTAL FUNDS	298,329	37,168	335,497

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b> Point Europa	310,547	(273,379)	37,168
TOTAL FUNDS	310,547	<u>(273,379</u> )	37,168

## Comparatives for movement in funds

	At 1/4/17 £	Prior year Ne adjustment £	et movement in funds £	At 31/3/18 £
<b>Unrestricted Funds</b> Point Europa Fixed Asset Reserve	71,829 262,576	(14,568)	(21,508)	35,753 262,576
	334,405	(14,568)	(21,508)	298,329
			<u> </u>	
TOTAL FUNDS	334,405	(14,568)	(21,508)	298,329

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds Point Europa	247,247	(268,755)	(21,508)
TOTAL FUNDS	247,247	<u>(268,755</u> )	(21,508)

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

## 14. MOVEMENT IN FUNDS - continued

.

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/17 £	Prior year No adjustment £	et movement in funds £	At 31/3/19 £
Unrestricted funds Point Europa Fixed Asset Reserve	71,829 262,576	(14,568)	14,341 1,319	71,602 263,895
TOTAL FUNDS	334,405	(14,568)	15,660	335,497

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds Point Europa	557,794	<u>(542,134</u> )	15,660
TOTAL FUNDS	557,794	<u>(542,134</u> )	15,660

Unrestricted funds:

Unrestricted funds are those funds which are free from donor imposed restrictions and seperate to those funds designated by the trustees for specific purposes.

Designated funds:

Designated funds are those funds which are free from donor imposed restrictions but which are designated by the Trustees for a specific purpose.

The Fixed Asset Reserve represents the net book value of tangible fixed assets at the balance sheet date. This designated fund helps the Trustees separate long term funds from short term funds immediately available for charitable purpose.

### **15. RELATED PARTY DISCLOSURES**

John Pape and Doreen Westlake are former Trustees of Point Europa Ltd. They are also trustees of Rame Community Fund, a local charity providing support to those in need on the Rame Peninsula.

During the year Point Europa Ltd made donations totalling £6,750 (2018: £5,500) to Rame Community Fund.

.

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

	2019 £	2018 £
INCOME AND ENDOWMENTS		
Other trading activities		
Charity shop income	16,115	17,733
Other fundraising income	590	721
National insurance refund	10,068	-
	26,773	18,454
Charitable activities		
Point Europa projects	283,774	228,793
Total incoming resources	310,547	247,247
EXPENDITURE		
Other trading activities		
Charity shop wages	1,865	7,929
Charity shop expenses	1,198	1,595
Bad debts	-	568
Point Europa donations to Rame Community Fund	6,750	5,500
	9,813	15,592
Charitable activities		
Project costs	209,277	199,208
Support costs		
Management		
Wages	31,040	30,045
Social security	2,475	3,094
Rates and water	2,005	1,742
Insurance	1,054	950
Light and heat	1,776	1,232
Telephone Destance and station and	4,441	7,621
Postage and stationery Sundries	2,593 72	584 1,048
Subscriptions	686	629
Subscriptions	0	029
	46,142	46,945
Finance Dask sharess	40	16
Bank charges Governance costs	40	46
Wages	4,397	3,892
Social security	348	421
Accountancy	2,703	2,651
Depreciation	659	
	8,107	6,964
Total resources expended	273,379	268,755

This page does not form part of the statutory financial statements

. •

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

	2019 £	2018 £
Net income/(expenditure)	37,168	(21,508)

This page does not form part of the statutory financial statements