REGISTERED COMPANY NUMBER: 04514120 (England and Wales)
REGISTERED CHARITY NUMBER: 1102652

REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019 FOR

THE ST CUTHBERT'S TRUST PORTSMOUTH

Gibson Whitter
Chartered Accountants
and Chartered Tax Advisers
Larch House
Parklands Business Park
Denmead
Hampshire
PO7 6XP

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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

Objectives and aims

The company is established for the public benefit and for the following objectives which are exclusively charitable under the laws of England:

- (i) To promote and provide for education and training, the upkeep of health, relief of poverty, economic and community development and employment, and the promotion of the arts and culture; and
- (ii) to benefit children and young people, parents of children, the elderly, the disabled and other charitable groups or organisations by the provision of human resources, buildings and facilities and care and support to those persons or organisations that use the buildings and facilities.

Summary of main activities

- (i) Ensure that rooms are warm, clean and prepared for their use by the Corner Pre-School, health and well-being agencies which include foot treatments, ten different exercise classes for all abilities of adults including chair based exercises.
- (ii) Ensure that rooms a warm and clean for use by community groups of all ages. These include local adult social groups, Brownies, puppet group and mother and toddler groups.
- (iii) Organise and run a weekly over 55s club with speakers, a chair-based exercise class for less mobile adults and employ a qualified teacher on an hourly basis.
- (iv) Run a half day drop-in café on four mornings for use by the general public.
- (v) Provide facilities for meetings and conferences as required.

Although the Trust employs a part time centre manager and administrator, cleaner and attendant, it relies very heavily on the support of volunteers for the Community Centre to function. These volunteers' duties include running the cafés, running the social group for the over 55's, assisting with the table top tales and general duties to help the Centre run smoothly.

Public benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Association's aims and objectives and in planning future activities. The trustees refer to public benefit throughout this report.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

ACHIEVEMENT AND PERFORMANCE

Charitable activities

St. Cuthbert's Community Centre is in use every day of the year apart from Christmas Day and Boxing Day. There are regular activities for young children and their parents/carers as well as an outstanding Pre-School (OFSTED rating).

All ages are welcome to the cafés on four mornings a week, where the children can play with the toys provided and the adults can socialise.

There are regular exercise groups for all abilities, including those with a physical handicap. These groups are also important social occasions for those who live on their own.

Other social groups include a weekly Lunch Club for the elderly, Life Matters for the over 55s and The Red Hat Club. Children can learn self-defence, first aid or drama. Mothers with young children can attend different groups on four mornings each week.

Other hirers include Portsmouth College which run GCSE classes, St John Ambulance which runs training for young people and adults, Centre Stage Academy which runs drama groups for all ages, adult foot treatments and a counsellor. The first floor is used by the Fine Voice Academy.

The two large rooms in the Centre are popular to hire for children's birthday parties and special occasions in life (anniversaries, special birthdays, christening parties, wedding receptions, funeral wakes) as well as conferences. On Sunday mornings, they are used by non-Anglican Churches. The smaller rooms are hired for small meetings and foot treatments.

Once a month, the Centre hosts a table top sale for local people, and provides refreshments for the clientèle. On the same day, the Centre offers the Bradbury Suite, free of charge, for local charities to raise funds for their causes. In addition to this, the Centre hosted a MacMillan coffee morning in September 2018 which raised £550.40 and a Blue Day coffee morning in May 2018 which raised £243, both in support of Cancer Charities.

It has been a less challenging year financially. Many groups are term time only which can be difficult for cash flow but staff endeavour to keep overheads as low as possible. We have lost The Richmond Foundation but have gained a full evenings hire from St John Ambulance and Centre Stage Academy. All staff and volunteers do their best to promote a warm and welcoming atmosphere for all who use St. Cuthbert's Community Centre.

FINANCIAL REVIEW

Overview

The charitable company's income remained consistent with the previous year. Controlling expenditure is critical for us and we are therefore pleased that we managed to spend less than our income this year while maintaining a high standard. While light and heat increased this was offset by a decrease in insurance. Photocopier costs increased due to the lease of a new copier. Maintenance costs also increased. The Trustees are pleased that overall the Trust generated a surplus for the year of £7,827.

The Trust continues to make in roads in repaying the loans to the Parochial Church Council (PCC) and the trustees are very grateful to the Parochial Church Council for their continued support in not seeking repayment of these loans unless the Trust has sufficient funds to do so.

The financial statements show an insolvent position at the balance sheet date. This position arises as the major building works undertaken in 2009 were accounted for as expenditure but were funded through loans from the PCC. If the loans from the PCC were excluded the balance sheet would show a solvent position as shown in note 16 to the financial statements.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

FINANCIAL REVIEW

Reserves policy

It is the trustees policy for the Trust to have free reserves of between three months and six months operating costs. Based on current operating costs this would equate to having free reserves of between £14,250 and £28.500.

At 31 March 2019 the Trust had free reserves of £7,177. Free reserves are calculated as total unrestricted funds with the PCC loan balances added back as shown in note 16 to the financial statements.

The current level of free reserves is below that of the policy noted above by £7,073. The Trust continues to make surpluses and it is therefore expected that the Trust will have free reserves in accordance with the policy at the next balance sheet date.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04514120 (England and Wales)

Registered Charity number

1102652

Registered office

2 Lichfield Road Copnor Portsmouth Hampshire PO3 6DE

Trustees

Mrs A Gard Mrs M Bish

Mrs S Walker Reverend D Power Mr J England Mrs S Harry Mr M B Clubley Mr B W R Stephenson Mrs D S Ward

- resigned 30 September 2018

- resigned 11 October 2018

Independent examiner

Gibson Whitter
Chartered Accountants
and Chartered Tax Advisers
Larch House
Parklands Business Park
Denmead
Hampshire
PO7 6XP

Approved by order of the board of trustees on 10 October 2019 and signed on its behalf by:

Ms S B Walker - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ST CUTHBERT'S TRUST PORTSMOUTH

Independent examiner's report to the trustees of The St Cuthbert'S Trust Portsmouth ('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

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:

- 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

Gavin Whitter FCA, CTA Gibson Whitter Chartered Accountants and Chartered Tax Advisers Larch House Parklands Business Park Denmead Hampshire PO7 6XP

11 October 2019

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2019

	Ur Notes	nrestricted funds £	Restricted fund £	31.3.19 Total funds £	31.3.18 Total funds £
INCOME AND ENDOWMENTS FROM Donations and legacies Charitable activities	2 4	2,194	-	2,194	4,648
Community Centre	7	63,125	-	63,125	62,829
Investment income	3	-	-	-	18
Total		65,319	-	65,319	67,495
EXPENDITURE ON Charitable activities Community Centre	5	57,492		57,492	54,004
NET INCOME		7,827		7,827	13,491
RECONCILIATION OF FUNDS					
Total funds brought forward		(54,894)	-	(54,894)	(68,385)
TOTAL FUNDS CARRIED FORWARD		(47,067)		(47,067)	(54,894)

BALANCE SHEET AT 31 MARCH 2019

	Notes	31.3.19 £	31.3.18 £
CURRENT ASSETS Debtors Cash at bank and in hand	10	7,186 8,308	7,496 6,729
		15,494	14,225
CREDITORS Amounts falling due within one year	11	(20,900)	(15,930)
NET CURRENT ASSETS/(LIABILITIES)		(5,406)	(1,705)
TOTAL ASSETS LESS CURRENT LIABILITIES		(5,406)	(1,705)
CREDITORS Amounts falling due after more than one ye	ear 12	(41,661)	(53,189)
NET ASSETS/(LIABILITIES)		(47,067)	(54,894)
FUNDS Unrestricted funds Restricted funds	16	(47,067) -	(54,894) -
TOTAL FUNDS		(47,067)	(54,894)

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 and authorised for issue by the Board of Trustees on 10 October 2019 and were signed on its behalf by:

Ms S B Walker -Trustee

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

Voluntary income including donations, gifts and legacies and grants that provide core funding or are of a general nature are recognised where there is entitlement, receipt is probable and the amount can be measured with sufficient reliability. Such income is only deferred when:

- the donor specifies that the grant or donation must only be used in future accounting periods; or
- the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income is recognised on a receivable basis.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific conditions is recognised as earned (as the related goods and services are provided). Grant income included in this category provides funding to support activities and is recognised where there is entitlement, receipt is probable and the amount can be measured with sufficient reliability. Such income is only deferred when:

- the donor specifies that the grant or donation must only be used in future accounting periods; or
- the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Volunteers and donated services

The value of services provided by volunteers is not incorporated into these financial statements.

Where goods or services are provided to the charity as a donation that would normally be purchased from suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the charity.

Expenditure

Expenditure is recognised when a liability is incurred. Contractual arrangements are recognised as goods or services are supplied.

- Raising funds expenditure are those costs incurred in attracting voluntary income.
- Charitable activities include expenditure associated with providing services to the charity's beneficiaries and include both the direct costs and support costs relating to those activities.
- Support costs, including governance costs and central functions, have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Irrecoverable VAT

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Taxation

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

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

1. ACCOUNTING POLICIES - continued

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

	31.3.19	31.3.18
	£	£
Donations	2,194	4,648

The Trust leases the Centre from St Cuthbert's PCC under a 125 year lease (expiring 2134) for a peppercorn rent. A market value for this rent is not readily available therefore this has not been recognised as donated goods and services in these financial statements.

3. INVESTMENT INCOME

	31.3.19	31.3.18
	£	£
Deposit account interest	-	18

4. INCOME FROM CHARITABLE ACTIVITIES

		31.3.19	31.3.18
	Activity	£	£
Room hire income	Community Centre	51,607	48,898
Photocopier income	Community Centre	6,454	7,518
Catering income	Community Centre	5,064	6,413
		63,125	62,829

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5. CHARITABLE ACTIVITIES COSTS

	Support costs (See note 6)	Totals
	£	£
Community Centre	57,492	57,492

6. SUPPORT COSTS

	Governance			
	Management	costs	Totals	
	£	£	£	
Community Centre	55,992	1,500	57,492	

Support costs, included in the above, are as follows:

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

6. SUPPORT COSTS - continued

Ma	nac	ıem	ent

wanagement	31.3.19 Community Centre	31.3.18 Total activities
	£	£
Wages	27,322	26,699
Rates and water	1,482	1,243
Insurance	1,826	3,120
Light and heat	6,950	4,154
Telephone	1,259	875
Postage and stationery	25	65
Advertising	127	109
Sundries	444	157
Photocopier costs	6,789	4,768
Bank charges	60	65
PCC loan interest	619	2,183
Professional fees	365	369
Cleaning and waste disposal	3,605	4,004
Catering expenses	448	819
Special group activities costs	1,050	1,165
Building maintenance	3,621	2,709
	55,992	52,504
Governance costs		
	31.3.19	31.3.18
	Community	Total
	Centre	activities
	£	£
Independent examination	1,500	1,500
		===

7. 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.

8. STAFF COSTS

Wages and salaries	31.3.19 £ 27,322	31.3.18 £ 26,699
The average monthly number of employees during the year was as follows:		
Administrative staff	31.3.19 4	31.3.18 <u>4</u>

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

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

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

		Unrestricted funds £	Restricted fund £	Total funds £
	INCOME AND ENDOWMENTS FROM	4 6 4 9		4 6 4 0
	Donations and legacies Charitable activities	4,648	-	4,648
	Community Centre	62,829	-	62,829
	Investment income	18		18
	Total	67,495	-	67,495
	EXPENDITURE ON			
	Charitable activities Community Centre	54,004		54,004
	Total	54,004	-	54,004
	NET INCOME	13,491		13,491
	RECONCILIATION OF FUNDS			
	Total funds brought forward			
	As previously reported Prior year adjustment	13,931 (82,316)	(82,316) 82,316	(68,385)
	As Restated	(68,385)	-	(68,385)
	TOTAL FUNDS CARRIED FORWARD	(54,894)		(54,894) =====
10.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YE	EAR		
			31.3.19 £	31.3.18 £
	Other debtors Rental income accrued		1,645 5,541	1,104 6,392
			7,186	7,496
11.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE	YEAR		
			31.3.19 £	31.3.18 £
	Other loans (see note 13)		12,583	12,043
	Trade creditors Social security and other taxes		1,594 261	1,893 260
	Other creditors Accrued expenses		2,470 3,992	- 1,734
	Accided exhelises			
			20,900	15,930

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

12. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	Other loans (see note 13)	31.3.19 £ 41,661	31.3.18 £ 53,189
13.	LOANS		
	An analysis of the maturity of loans is given below:		
		31.3.19 £	31.3.18 £
	Amounts falling due within one year on demand: Loan from PCC	12,583	12,043
	Amounts falling between one and two years: Loan from PCC due 1-2 years	2,652	12,584
	Amounts falling due between two and five years: Loan from PCC due 2-5 years	<u>-</u>	1,596
	Amounts falling due in more than five years:		
	Repayable otherwise then by instalments: PCC - Cashflow loan 2006 PCC - Building loan 2007 PCC - Habens loan 2009	4,000 29,000 6,009 39,009	4,000 29,000 6,009 39,009
14.	LEASING AGREEMENTS		
	Minimum lease payments under non-cancellable operating leases fall due as follows:		
	Within one year Between one and five years	31.3.19 £ 3,538 10,613 14,151	31.3.18 £ - - -

A repairing lease agreement is in place between St Cuthbert's Trust Portsmouth and St Cuthbert's PCC. This lease has a peppercorn rent and is for 125 from 15 September 2012.

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

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Current assets Current liabilities Long term liabilities	Unrestricted funds £ 15,494 (20,900) (41,661) (47,067)	Restricted fund £	31.3.19 Total funds £ 15,494 (20,900) (41,661) (47,067)	31.3.18 Total funds £ 14,225 (15,930) (53,189) (54,894)
16.	MOVEMENT IN FUNDS				
			At 1.4.18 £	Net movement in funds £	At 31.3.19 £
	Unrestricted funds General fund		(54,894)	7,827	(47,067)
	TOTAL FUNDS		(54,894)	7,827	(47,067) ====================================
	Net movement in funds, included in the abo	ove are as follows:			
			Incoming resources	Resources expended £	Movement in funds
	Unrestricted funds General fund		65,319	(57,492)	7,827
	TOTAL FUNDS		65,319	(57,492)	7,827
	Comparatives for movement in funds			Net	
			At 1.4.17 £	movement in funds £	At 31.3.18 £
	Unrestricted Funds General fund		13,931	13,491	(54,894)
	Restricted Funds Restricted fund		(82,316)	-	-
	TOTAL FUNDS		(68,385)	13,491	(54,894)

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

16. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	67,495	(54,004)	13,491
TOTAL FUNDS	67,495	(54,004)	13,491

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

	Net movement in		
	At 1.4.17	funds	At 31.3.19
Unrestricted funds General fund	£ 13,931	£ 21,318	£ (47,067)
Restricted funds Restricted fund	(82,316)		
TOTAL FUNDS	(68,385)	21,318	(47,067)

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 General fund	132,814	(111,496)	21,318
TOTAL FUNDS	132,814	(111,496)	21,318

The general fund is in deficit due to the Trust's contribution to major building works in 2009 which were funded by loans from St Cuthbert's PCC. The Trust is repaying part of the loan by monthly instalments with the balance only being payable when the Trust has sufficient funds to do so. The general funds balance can therefore be summarised as:

	31.3.19 £	31.3.18 £
General funds Loan balance	7,177 (54,244)	10,338 (65,232)
Total funds	(47,067)	(54,894)

17. RELATED PARTY DISCLOSURES

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

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

18. ULTIMATE CONTROLLING PARTY

The charitable company is under the control of its trustees. No one trustee has control of the charitable company.

19. SHARE CAPITAL AND LIABILITY OF MEMBERS

The charitable company is a company limited by guarantee and its members have undertaken to contribute to the assets of the company in the event of it being wound such amounts as may be required not exceeding £1.