

CAMTRUST

FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2021

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TRUSTEES AND DIRECTORS:

Mr M Freeman (Chairperson)
Mrs C Griffiths
Mrs J Ingle
Mrs G Giuffrida
Mr A Neech
Mr P Pennington
Mrs W Toates
Mrs K Jack
Mr J Snead (Treasurer appointed 10th April 2020)

CHARITY COORDINATOR:

Mr L Ingle

REGISTERED OFFICE:

22 Cambridge Road
Impington
Cambridge
CB24 9NU

COMPANY REGISTRATION NUMBER:

2787323

CHARITY NUMBER:

1017004

INDEPENDENT EXAMINER:

Nigel A Prentis FCA
For and on behalf of:
Prentis & Co LLP
Chartered Accountants & Independent Examiners
115c Milton Road
Cambridge
CB4 1XE

FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2021

REPORT OF THE TRUSTEES AND DIRECTORS

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report with the financial statements of the charity for the year ended 28th February 2021. 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 1st January 2019).

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document

Camtrust is a company limited by guarantee governed by its Memorandum and Articles of Association dated 29th January 1993 and it is registered with the Charity Commission. In the event of the company winding up the members undertake to contribute £1.

Appointment of Trustees

The Trustees are empowered to appoint additional trustees from time to time as required.

Organisation

Trustees meet periodically and are closely involved in the running of the charity some aspects of which are delegated to staff and volunteers.

RISK MANAGEMENT

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. This is done partly through the financial controls policy that is reviewed regularly. The trustees have examined operational and business risks and have systems in place to mitigate risks.

OBJECTS OF THE CHARITY, PRINCIPAL ACTIVITIES AND ORGANISATION OF WORK

The principal objective of the charitable company is to relieve people with learning or physical disabilities in any manner which may be deemed to be charitable particularly by the provision of training in life skills and further education leading to work opportunities where appropriate.

ACHIEVEMENTS AND PERFORMANCE

It has been an odd year by anyone's definition. Camtrust furloughed the entire staff team from mid-April to July, with a partial return during August. During this time the trustee team stepped up to the plate to ensure that we were able to keep in touch with clients and that the charity's day to day functions continued. Trustees made regular contact with all clients who were interested either by phone or video; we were able to share some activities and also trustees and volunteers produced several issues of the Camtrust magazine containing activities and updates.

We were extremely grateful to the County Council and to self-funding clients for continuing to make payments for placements despite us being unable to provide our usual services. This money allowed Camtrust to remain solvent as all other funding streams dried up. We are also grateful to the trustee fundraising team who continued to apply for funds and come up with innovative ways to fund raise. We were able to make successful applications to a number of emergency Covid grant pots that allowed us to prepare to reopen. In addition, we received considerable support through the year from the UK Government's Job Retention Scheme.

Mention must be made of the sterling efforts of staff and volunteers who, once they returned, transformed our centre by putting in a raft of measures to ensure that clients were safe once they came back. The centre has been transformed with many of the improvements set to make things better after we leave Covid behind. We used the opportunity to carry out improvements that make the building more pleasant including new carpets, upgrading the kitchen and putting much improved spaces for bike project. Our thanks must go to our landlord for his support both practically and financially.

Once staff returned and the building alterations were complete we were able to invite clients back. This was done whilst observing strict Covid 19 protocols and by having reduced numbers to ensure we could socially distance. At the same time staff instigated a regular online activity programme to engage those that were unable to join us in the office.

In January 2021 we had to close the centre again due to Covid-19 restrictions, but were able to continue offering the remote online services to all clients for 2 days a week, which was very successful and very much appreciated. As the financial year ended at the end of February we were actively planning for a full re-opening of the centre sometime in March.

FINANCIAL REVIEW

The charity recorded a surplus of £25454 during the year in comparison with a deficit of £9679 in 2020. Our thanks go to all our donors and funders and to the trustees and staff for all the fundraising work they do.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2021

REPORT OF THE TRUSTEES AND DIRECTORS/cont

INVESTMENT POLICY

There are insufficient funds to make any investments.

RESERVES

It is the aim of the charity's trustees to hold at least one year's worth of expenditure in unrestricted reserves. The level of reserves currently stands at £43929 and is below this amount.

FUTURE DEVELOPMENTS

We start 21-22 in a good place as an organisation. Whilst the Covid safety protocols will be with us for some time longer we are now much better equipped to continue to engage our clients both online and in the building.

We plan to start to open the centre on a Friday during the coming year so that we can extend our offer. We are also looking at new activities including making use of the new 3D printer brought with a donation of £500 from a local Histon firm.

We have upgraded the space for bike refurbishment so that more clients can help out and we will be looking to get extra staff and volunteer help so that we can build on this area of work.

Camtrust has shown its resilience and ability to change over the last year we will utilise these attributes to develop new opportunities for existing and potential clients. We will continue to develop our relationships with other similar organisations, and to get back to being an integral part of the local community.

Whilst we recognise that we do not know what the future will hold we do know that thanks to the staff, volunteers, trustees and funders Camtrust is well placed to grow and prosper.

TRUSTEE REMUNERATION

All trustees give their time voluntarily and receive no benefits from the charity. Trustees are entitled to claim legitimate out of pocket expenses accrued through their role. Any expenses reclaimed from the charity are out in the accounts. For this period the trustees claimed back £nil (2020: £nil).

The Trustees and directors in office from the start of the year to date were as follows:

Mr M Freeman	Mrs J Ingle	Mrs G Giuffrida	Mrs W Toates	Mr J Snead
Mrs C Griffiths	Mr A Neech	Mr P Pennington	Mrs K Jack	

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees (who are also directors of Camtrust for the purpose of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- (i) select suitable accounting policies and apply them consistently;
- (ii) observe the methods and principles in the Charities SORP;
- (iii) make judgements and estimates that are reasonable and prudent;
- (iv) state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- (v) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

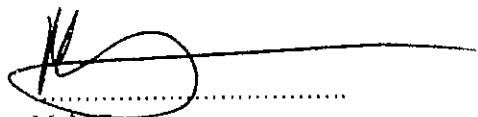
The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time, the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Trustees are also responsible for the maintenance and integrity of the charitable company and financial information included on the charity's website.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2021

REPORT OF THE TRUSTEES AND DIRECTORS/cont

APPROVAL

This report, which 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, was approved by the board on 6 October 2021 and signed on its behalf.

A handwritten signature in black ink, consisting of a stylized 'M' followed by a horizontal line that loops back under the 'M'.

Mr M Freeman
CHAIR OF TRUSTEES

FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2021

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF CAMTRUST

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 28th February 2021.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the charitable company (and also its directors for the purpose 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').

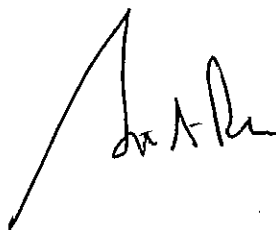
Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 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:

1. accounting records were not kept in respect of the charitable 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.



NIGEL A PRENTIS FCA
FOR AND ON BEHALF OF
PRENTIS & CO LLP
CHARTERED ACCOUNTANTS &
INDEPENDENT EXAMINERS

13 October 2021.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2021

STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total £	Unrestricted Funds £	Restricted Funds £	2020 Total £
INCOME							
Donations and legacies: Grants and donations	2	16564	11580	28144	18235	7000	25235
Charitable activities: Operation training centre		65394	-	65394	69208	-	69208
Investments		5	-	5	2	-	2
Miscellaneous income		512	145	657	1029	-	1029
Government Grants		30239	-	30239	-	-	-
TOTAL INCOME		<u>112714</u>	<u>11725</u>	<u>124439</u>	<u>88474</u>	<u>7000</u>	<u>95474</u>
EXPENDITURE							
Charitable activities: Cost of operating training centre	3	84069	14916	98985	102294	2859	105153
TOTAL EXPENDITURE		<u>84069</u>	<u>14916</u>	<u>98985</u>	<u>102294</u>	<u>2859</u>	<u>105153</u>
Net income and net movement in funds for the year	10	28645	(3191)	25454	(13820)	4141	(9679)
Transfers between funds		1486	(1486)	-	-	-	-
Net movement in funds		<u>30131</u>	<u>(4677)</u>	<u>25454</u>	<u>(13820)</u>	<u>4141</u>	<u>(9679)</u>
RECONCILIATION OF FUNDS							
Total funds brought forward		4352	14123	18475	18172	9982	28154
TOTAL FUNDS CARRIED FORWARD		<u>34483</u>	<u>9446</u>	<u>43929</u>	<u>4352</u>	<u>14123</u>	<u>18475</u>

None of the company's activities were acquired or discontinued during the year and there were no recognised gains and losses for 2020 or 2019 other than those indicated in the Statement of Financial Activities.

The notes on pages 8 to 13 form part of these financial statements.


FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2021

BALANCE SHEET

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible assets	6	6098	4990
CURRENT ASSETS			
Debtors	7	2713	3759
Cash at bank and in hand		38367	19153
TOTAL CURRENT ASSETS		<u>41080</u>	<u>22912</u>
LIABILITIES			
Creditors: amounts falling due within one year	8	<u>3249</u>	<u>9427</u>
NET CURRENT ASSETS		37831	13485
NET ASSETS	10	<u>43929</u>	<u>18475</u>
THE FUNDS OF THE CHARITY			
Unrestricted Income funds		34483	4352
Restricted Income funds		9446	14123
TOTAL RESERVES	10 & 12	<u>43929</u>	<u>18475</u>

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of Section 477(1) of the Companies Act 2006. Members have not required the company, under Section 476 of the Companies Act 2006, to obtain an audit for the year ended 28th February 2021. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 and 387 of the Companies Act 2006, and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 28th February 2021 and of its surplus for the year then ended in accordance with the requirements of Section 396, and which otherwise comply with the requirements of the Act relating to the financial statements as far as applicable to the company.

The financial statements, which have 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, were approved by the board on 6 October 2021 and signed on its behalf.



.....
Mr M Freeman
CHAIR OF TRUSTEES

The notes on pages 8 to 13 form part of these financial statements.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2021

STATEMENT OF CASH FLOWS

	Notes	2021 £	2020 £
CASH FLOWS FROM OPERATING ACTIVITIES;			
Net cash provided by (used in) operating activities	13	<u>23617</u>	<u>1210</u>
CASH FLOWS FROM INVESTING ACTIVITIES:			
Investment income		5	2
Purchase of property, plant, equipment and IT		<u>(4408)</u>	<u>(6284)</u>
NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES		<u>(4403)</u>	<u>(6282)</u>
Change in cash and cash equivalents in the reporting period		19214	(5072)
Cash and cash equivalents at the beginning of the reporting period		19153	24225
Cash and cash equivalents at the end of the reporting period		<u>38367</u>	<u>19153</u>

FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2021

NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

(a) BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with 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 2019) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS102.

The Trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

(b) INCOME

Income represents fees, grants and donations, excluding VAT. Donations are included in incoming resources when they are receivable, except when donors specify that they must be used in future accounting periods then the income is deferred.

(c) EXPENDITURE

Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of VAT which cannot be recovered.

(d) FUND ACCOUNTING

Unrestricted funds comprise those funds which the Trustees are free to use for any purpose in furtherance of the charitable objects 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 which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

(e) TANGIBLE FIXED ASSETS AND DEPRECIATION

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided on all tangible fixed assets at rates calculated to write-off the costs less estimated residual value of each asset over its expected useful life as follows:

Office equipment and fittings - 3/4 years straight line basis

(f) OPERATING LEASES

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor, are reflected in the Statement of Financial Activities as incurred.

(g) FINANCE LEASES

Assets held under finance lease and hire purchase agreements are capitalised as tangible fixed assets at their fair value and depreciated using the methods and rates disclosed above.

Obligations under such agreements are included in creditors on the Balance Sheet, net of the finance charge allocated to future periods. Rentals payable under these agreements are apportioned between capital repayments and finance charges on a straight line basis over the lease term.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2021

NOTES TO THE FINANCIAL STATEMENTS

2. DONATIONS AND LEGACIES

Grants:

Award Property Management

Co-op LCF

Litchfield Trust

Local Giving

Lottery Fund

Varrier - Jones Foundation

Small donations

Fundraising events

Gift aid recovery

	2021		2020
	Unrestricted	Restricted	Total
	£	£	£
	-	500	-
	-	1195	-
	-	1250	-
	-	1197	-
	-	7438	-
	-	-	7000
	-	11580	7000
	12542	-	6833
	4022	-	10697
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	16564	11580	18235
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FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2021

NOTES TO THE FINANCIAL STATEMENTS

3. EXPENDITURE ON CHARITABLE ACTIVITIES

	2021		2020	
	Unrestricted	Restricted	Unrestricted	Restricted
	£	£	£	£
Costs of Operating Training Centre	61416	2000	64639	-
Salaries and National Insurance	306	91	2713	-
Course costs	501	66	-	-
Bike parts	23	-	483	-
CRB Checking	338	-	3288	-
Printing	184	-	287	-
Postage, stationery and advertising	302	35	444	-
IT Support	1238	-	1162	-
Telephone	99	1132	1915	-
Travel and subsistence	7149	-	14105	-
Rent and rates	1246	-	1158	-
Insurance	2319	-	2520	-
Light and heat	3659	6815	4104	-
Repairs	313	-	281	-
Subscriptions	159	-	319	-
Bank charges	1352	-	787	-
Payroll expenses	1563	200	354	-
Sundries	94	3206	486	2859
Depreciation	1208	1371	2704	-
Disallowable input VAT	83469	14916	101749	2859
			104608	
Governance Costs:				
Independent Examiner's fee	600	-	545	-
	84069	14916	102294	2859

4. NET INCOME/(EXPENDITURE) FOR THE YEAR

This is stated after charging:
 Depreciation - owned by the charity
 Independent Examiner's fee

2021	2020
£	£
3300	3345
600	545

FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2021

NOTES TO THE FINANCIAL STATEMENTS

5.	STAFF COSTS	2021	2020
	Staff costs were:	£	£
	Wages and salaries (gross)	62314	62986
	Social security	320	911
	Pension costs	783	742
		<u>63417</u>	<u>64639</u>

The average weekly number of staff employed by the charity during the year was 4 (2019-4)

No member of staff earned more than £60,000.

No remuneration was paid to the trustees in the year and no expenses were reimbursed to them. (2019: £Nil).
The key management personnel of the charity comprise of the board of trustees. The total employee benefits of the key management personnel of the charity were £Nil (2019: £Nil)

6.	TANGIBLE FIXED ASSETS	Office Equipment & Fittings
	YEAR ENDED 28TH FEBRUARY 2021	£
	COST	
	Balance at 1st March 2020	27573
	Additions	4408
	Disposals	(8192)
	Balance at 28th February 2021	<u>23789</u>
	DEPRECIATION	
	Balance at 1st March 2020	22583
	Charge for the year	3300
	Eliminated on disposal	(8192)
	Balance at 28th February 2021	<u>17691</u>
	NET BOOK VALUE at 28th February 2021	<u>6098</u>

	TANGIBLE FIXED ASSETS	Office Equipment & Fittings
	YEAR ENDED 28TH FEBRUARY 2020	£
	COST	
	Balance at 1st March 2019	21289
	Additions	6284
	Balance at 28th February 2020	<u>27573</u>
	DEPRECIATION	
	Balance at 1st March 2019	19238
	Charge for the year	3345
	Balance at 28th February 2020	<u>22583</u>
	NET BOOK VALUE at 28th February 2020	<u>4990</u>

7.	DEBTORS	2021	2020
	- Due within one year	£	£
	Trade debtors	1786	2782
	Other debtors	-	50
	Prepayments	927	927
		<u>2713</u>	<u>3759</u>

NOTES TO THE FINANCIAL STATEMENTS

2021	2020
£	£
2282	3668
950	949
-	4810
17	-
<u>3249</u>	<u>9427</u>

Trade creditors	2282
Trade creditors	3668

Acornals 949
950

	-	4810
Deferred income	-	-
Revolutions	-	-

Deferred income	17
Other income	17
	4316

Other creditors	1 /

Non Cancellable Operating Leases	2021	2020
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Operating Leases	2021	2020
	£	£
	10000	20000

10000 20000

1

sfers At 28th

MOVEMENTS IN FUNDS	At 1st March 2020 £	Income £	Expenditure £	Transfers Between Funds £	At 28th February 2021 £	At 1st March 2019 £	Income £	Expenditure £	Transfers Between Funds £	At 28th February 2020 £
Unrestricted funds										
- General funds	4352	112714	84069	1486	34483	18172	88474	102294	-	4352
Restricted funds										
Smith & Mount (fitting out workshop)	1670	-	697	486	487	2018	-	348	-	1670
Grants										
Varrier Jones	7000	-	7000	-	-	-	7000	-	-	7000
Pye Foundation (Funding of guillotine)	-	-	-	-	-	311	-	311	-	-
Cole Charitable Trust (Furniture replacement)	486	-	157	-	329	800	-	314	-	486
Cala Homes, Co-op Fund (IT systems)	3967	-	1886	-	2081	5853	-	1886	-	3967
Helen Medlock - Fundraiser	1000	-	-	1000	-	1000	-	-	-	1000
Award Property Management (3D Printer)	-	500	157	-	343	-	-	-	-	-
Co-op LCF (Bike Project)	-	1195	82	-	1113	-	-	-	-	-
Litchfield Trust (Bike Project & van expenses)	-	1250	1250	-	-	-	-	-	-	-
Local Giving (Bike Project)	-	1197	179	-	1018	-	-	-	-	-
Lottery Fund (CV Related)	-	7583	3508	-	4075	-	-	-	-	-
Total Restricted funds	14123	11725	14916	1486	9446	9982	7000	2859	-	14123
Total funds	18475	124439	98985	-	43929	28154	95474	105153	-	18475

FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2021

NOTES TO THE FINANCIAL STATEMENTS

11. STATUS OF COMPANY

The company is a company limited by guarantee. The guarantee is the contribution to the assets not exceeding £1 per member on the winding up of the company.

12.	ANALYSIS OF NET ASSETS BY FUNDS		2021		Re-instated 2020	
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Fixed assets	230	5868	6098	-	4990	4990
Net current assets	34253	3578	37831	4352	9133	13485
Net assets	34483	9446	43929	4352	14123	18475

13. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net movement in funds	25454	(9679)
Add back depreciation	3300	3345
Deduct interest income shown in investing activities	(5)	(2)
(Increase)/decrease in debtors	1046	347
Increase/(decrease) in creditors	(6178)	7199
Net cash provided by (used in) operating activities	23617	1210