

COMMUNITY BASE

England & Wales · Charity number 1052456

Details

Status	Registered
Legal form	Charitable company
Company number	03121688
Registered	1996-01-30
Register	View on the Charity Commission register

Contact

Address	Community Base 113 Queens Road Brighton Sussex BN1 3XG
Phone	01273234000
Email	reception@communitybase.org
Website	www.communitybase.org

Activities

Objects: TO PROMOTE ANY CHARITABLE PURPOSE FOR THE BENEFIT OF THE INHABITANTS OF SUSSEX AND BEYOND WITHOUT DISTINCTION OF SEX RACE DISABILITY SEXUALITY OR POLITICAL RELIGIOUS OR OTHER CONVICTIONS BY THE PROVISION OF ACCOMMODATION AND EQUIPMENT AND SERVICES TO CHARITIES AND VOLUNTARY ORGANISATIONS ENGAGED IN THE FURTHERING OF CHARITABLE PURPOSE.

Activities: The provision of accommodation and services to community and voluntary groups in Brighton and Hove.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** Other Charities Or Voluntary Bodies

Geography

- Brighton And Hove

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£657,129	£691,996	£3,294,155	5
2024-03-31	£526,692	£496,484	£3,327,039	4
2023-03-31	£534,422	£530,379	£3,351,189	5
2022-03-31	£432,398	£450,779	-	-
2021-03-31	£406,587	£444,683	-	-

Trustees

Name	Role	Appointed
Athol Halle		2021-11-16
PAUL EVANS		
Robert James Gentles		2019-10-29
Sandra Meredith		2021-11-16

COMMUNITY BASE

England & Wales - Charity number 1052456

Accounts

REGISTERED COMPANY NUMBER: 3121688 (England and Wales)
REGISTERED CHARITY NUMBER: 1052456

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025
FOR
COMMUNITY BASE
(A COMPANY LIMITED BY GUARANTEE)

Chariot House Limited
Chartered Accountants and Statutory Auditor
44 Grand Parade
Brighton
BN2 9QA

COMMUNITY BASE

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FOR THE YEAR ENDED 31 MARCH 2025

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COMMUNITY BASE (REGISTERED NUMBER: 3121688)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

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 2025. 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Community Base's 1995 memorandum of association states Community Base's objects as promoting "any charitable purpose for the benefit of the inhabitants of Sussex and beyond without distinction of sex, race, disability, sexuality or political, religious or other convictions by the provision of accommodation and equipment and services to charities and voluntary organisations engaged in the furthering of charitable purposes."

Since its founding, Community Base's main activity has been the provision of good quality, affordable accommodation and associated services to charities and community groups in its central Brighton building. We have also provided meeting space and a range of free information services to the local community and voluntary sector.

Community Base has been in full occupation since 1998 and has become a vital resource for the community of Brighton and Hove.

Public benefit

In shaping our objectives and planning our activities for the year, the Trustees have given consideration to the duties set out in section 17(5) of the Charities Act 2011 to have due regard to public benefit. In particular, the Trustees have considered how the planned activities will contribute to the overall aims and objectives that they have set.

The Trustees believe that paragraphs, specifically on the "Objectives and Activities" and "Achievements and Performance" for the year, relate in detail the benefit that the charity provides to the public.

COMMUNITY BASE (REGISTERED NUMBER: 3121688)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

STRATEGIC REPORT

Achievements and performance

Charitable activities

Community Base is a charity providing a home for, and services to, community and voluntary groups in Brighton and Hove. We use income from affordable rent and services to repay a mortgage on our seven floor building in central Brighton and meet our running costs. In 2023/24 we provided over 35 charities and community groups with accommodation and over 200 such groups with meeting space as well as 50 charitable groups with a postal address.

This year, as with all organisations, the cost of living crisis has seen continuing rising energy costs with our contractors passing those costs on alongside rising interest rates affecting the repayment of loans as has been the case in the last four years. To combat these rising costs we have continued to review our contracts, still in line with our commitment to a circular economy. As with the last few years we are doing more fundraising and we have won funding that saw the installation of a new LED lighting system. Over the last 10 years our energy usage has halved but our energy costs have not changed. Part of our fundraising strategy is now looking for major donors to pay down the large loan we hold and inroads have been made in accessing useful networks. Community Base has found support through the funder Enjoolata as one of their partners and funding has been secured from them to buy in consultancy for major donor funding.

Despite these challenges Community Base still manages to offer low cost office space to enable our organisations to remain financial viable as well as keeping the building well maintained, making working conditions as comfortable as possible for those on the front line of providing services for vulnerable people. There had been a large void during this financial year that saw a severe drop in our reserves but the 25-26 financial year the occupancy is back to 100% with our meeting rooms continuing to be well used.

Improvements to the website continue to make sure that our services are accessible and the information provided clear and up to date and as a window to Community Base's values and activities reflected in our Theory of Change.

Community Base runs four online information services - Brighton and Hove volunteer search, Brighton and Hove Job Search, Brighton and Hove service search and Brighton and Hove venue search - that help people find local volunteer opportunities, access help-lines and community services and get in touch with venues for hire Brighton & Hove Job Search is our most popular search with 1,700 subscribers to the daily jobs email.

Our reception provides information about groups at Community Base and many other matters to the general public. We publish an annual free copy of our poster guide to local services and distribute it widely across Brighton and Hove and through our reception.

Community Base is also the home of Brighton Soup, which showcases small projects. These small projects could be future users of Community Base's services and helps to understand how the landscape in the sector is shifting in uncertain times. We are also part of the Community Buildings Network which gives practical support to Community Spaces by providing resources and regular talks.

Community Base is a truly multicultural community centre, providing a home to groups offering real help to local black and minority ethnic communities alongside groups providing services to the wider community.

The friendly, supportive environment provided by Community Base allows a wide range of groups, large and small, to work together, sharing their expertise and providing much needed services. The diversity of these services reflects the variety of local need - groups are involved with homeless people, people with learning disabilities, bereaved people, carers, volunteers, refugees, community activists, travellers and many others.

COMMUNITY BASE (REGISTERED NUMBER: 3121688)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

Community Base is committed to ensuring the existence of a strong, independent and diverse community and voluntary sector as an essential element of a democratic society. Community Base is also committed to reducing its carbon footprint and has reduced its energy use by half over the last 10 years as well as recycling as much as possible within the building.

Financial review

Financial Position

The net outgoing resources for the year amounted to £34,867 (2024: £22,167).

Income increased slightly with Rental Income staying the same as last year with the same discount as last year, but room hire going up as the building reopened. Expenditure increased slightly.

At 31 March 2025, total funds stood at £3,294,155. Of this £15,601 were restricted, £100,000 were designated as an emergency closure reserve, £2,696,076 was a revaluation reserve and £482,478 were unrestricted general funds.

Investment policy and objectives

The Trustees have considered the most appropriate policy for investing funds and are continuing to monitor the placement of funds.

Reserves policy

Community Base holds financial reserves in order to finance

- an unexpected decrease in rental income
- an unexpected increase in running costs
- capital expenditure to ensure the maintenance of our building and facilities
- an ordered and proper winding up of Community Base should the need arise.

It is the policy of Community Base to maintain immediately accessible reserves of between three and six months revenue expenditure.

Community Base will ensure that all budgets will allow for the building and maintenance of reserves in accordance with this policy. Community Base will review its reserves and its reserves policy at least every calendar year. Variations to this policy, for whatever reason, will be identified and recorded.

Principal risks and uncertainties

The trustees review risks to which the charity is exposed on a regular basis and take action to mitigate these risks.

Every year the trustees review Community Base's assessment of potential risks posed to development of the organisation during the next five year period. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects. To ensure consistent quality of delivery for all operational aspects of the charitable company, these procedures are periodically reviewed to ensure they conform to the Charity's stated aims.

COMMUNITY BASE (REGISTERED NUMBER: 3121688)

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2025**

STRATEGIC REPORT

Future plans

The Director will continue looking at different ways to keep maintenance costs in check and will be working alongside the trustees on updating Community Base's strategy and business plan. There is a planned rise in the license fee in April 2026 with full consideration of the licensees and the funding cuts they will face. The Trustees continue to forge closer relationships with other organisations, the local council and local business.

The Trustees and Director will continue to monitor the economic landscape to inform financial decisions and activities, with continuing to take up funding opportunities, including forming long term relationships with possible major donors backed by our carefully developed pitchdeck and data analysis.

Community Base remains financially viable and maintains a healthy waiting list based on its reputation for fair rents, good service and a high standard of maintenance which continues with a new LED lighting system financed by a large grant from VSCE.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Community Base is a company limited by guarantee, incorporated on 3 November 1995, number 3121688, and registered as a charity on 31 January 1996, number 1052456.

Charity constitution

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles the Trustees are elected at the Annual General Meeting to serve a period of 3 years subject to ratification at each Annual General Meeting.

The board of trustees has power to appoint a trustee during the year. Any trustee so appointed must be re-elected at the subsequent annual general meeting.

The trustees have guaranteed to contribute a maximum of £1 each in the event of the company being wound up.

Organisational structure

The charity is run by the Board comprising the Trustees who delegate the day to day running to the Centre Manager..

The board of Trustees, which can have up to 15 members, administers the charity.

The Articles of Association require that there should be a minimum of 5 and a maximum of 15 Trustees. During the year there were 5 Trustees (on average).

The Board meets approximately four times a year. All have given their time and advice outside and beyond the board meeting. All new Trustees receive orientation and induction training.

Induction and training of new trustees

Potential new Trustees are invited to attend a board meeting prior to appointment. Following appointment, new trustees undergo orientation to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the board of Trustees and decision making processes, the business plan and recent financial performance of the charity. During the orientation they meet key employees and other Trustees, and are given an overview of the activities of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Key management remuneration

The Trustees consider the Board of Trustees and the Centre Manager to be the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day to day basis.

All Trustees give their time freely and no trustee remuneration was paid in the year. Details of Trustees' expenses and related party transactions are disclosed in the notes of the accounts.

Trustees are required to disclose all relevant interests and register them with the board in accordance with the charity's policy.

The pay of the Centre Manager along with all staff is reviewed annually by the Board and when appropriate increased taking into consideration inflation, average salaries in the area and salaries of other similar sized charities to ensure that the remuneration set is fair and not out of line with that generally paid for similar roles.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

3121688 (England and Wales)

Registered Charity number

1052456

Registered office

Community Base
113/117 Queens Road
Brighton
East Sussex
BN1 3XG

Trustees

P Evans
R Gentles
A Halle
S Meredith
C Hounsell

Senior Statutory Auditor

Shona Wardrop C.A.

Auditors

Chariot House Limited
Chartered Accountants and Statutory Auditor
44 Grand Parade
Brighton
BN2 9QA

Principal Officer

Olivia Canham

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

CafCash Ltd
Kings Hill
West Malling
Kent
ME19 4TA

Triodos Bank NV
Deanery Road
Bristol
BS1 5AS

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

Company law requires the trustees to prepare financial statements for each financial year. Under that law, the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Chariot House Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

21. COMPANY LIMITED BY GUARANTEE

The Charity has no share capital but instead is limited by guarantee, each member being committed to contribute a maximum of £1 in the event of a winding up during the time that they are members or within 12 months afterwards.

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31 MARCH 2025**

18. 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	563,527	(561,606)	1,921
Revaluation Reserve	-	(28,533)	(28,533)
	<u>563,527</u>	<u>(590,139)</u>	<u>(26,612)</u>
Restricted funds			
Sussex Community Foundation	20,000	(15,555)	4,445
	<u>20,000</u>	<u>(15,555)</u>	<u>4,445</u>
TOTAL FUNDS	<u><u>583,527</u></u>	<u><u>(605,694)</u></u>	<u><u>(22,167)</u></u>

The Designated Fund is set aside as an emergency closure reserve. The Revaluation Reserve arose on the revaluation of the property in 2018.

Restricted fund

The Restricted fund is a grant from Sussex Community Foundation to assist with improvements to the heating system.

19. EMPLOYEE BENEFIT OBLIGATIONS

The charitable company operates a defined contribution pension scheme with contributions being made by both employer and employees at variable rates. Total pension costs in the current year amounted to £3,682 (2024: £2,806). At the year end £674 was due to the provider (2024: £447).

20. RELATED PARTY DISCLOSURES

The following current or former Trustees have the following relationship with Community Base:

Employees of tenants of Community Base :

Paul Evans - NHS Support Federation was a tenant during the year to 31 March 2025 and was invoiced £2,559 for licences, room hire & costs recharged. At 31 March 2025, £2,397 was owed to Community Base.

Athol Halle - Trust for Developing Communities was a tenant during the year to 31 March 2025 and was invoiced £35,528 for licences, room hire & costs recharged. At 31 March 2025, £1,649 was owed to Community Base.

Partner is an employee of a tenant of Community Base

Robert Gentles - Friends Families and Travellers was a tenant during the year to 31 March 2025 and was invoiced £35,423 for licences, room hire & costs recharged. At 31 March 2025, £1,466 was owed to Community Base.

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025****18. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	565,005	(582,365)	(17,360)
Revaluation Reserve	-	(28,533)	(28,533)
	<u>565,005</u>	<u>(610,898)</u>	<u>(45,893)</u>
Restricted funds			
Sussex Community Foundation	6,332	(5,600)	732
Groundwork UK	81,892	(71,468)	10,424
The Enjoolata Foundation	3,900	(4,030)	(130)
	<u>92,124</u>	<u>(81,098)</u>	<u>11,026</u>
TOTAL FUNDS	<u>657,129</u>	<u>(691,996)</u>	<u>(34,867)</u>

Comparatives for movement in funds

	At 1/4/23 £	Net movement in funds £	At 31/3/24 £
Unrestricted funds			
General fund	498,047	1,921	499,968
Designated Fund	100,000	-	100,000
Revaluation Reserve	2,753,142	(28,533)	2,724,609
	<u>3,351,189</u>	<u>(26,612)</u>	<u>3,324,577</u>
Restricted funds			
Sussex Community Foundation	-	4,445	4,445
	<u>-</u>	<u>4,445</u>	<u>4,445</u>
TOTAL FUNDS	<u>3,351,189</u>	<u>(22,167)</u>	<u>3,329,022</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025****16. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2025	2024
	£	£
Within one year	1,569	1,145
Between one and five years	316	1,431
	<u>1,885</u>	<u>2,576</u>

17. SECURED DEBTS

The following secured debts are included within creditors:

	2025	2024
	£	£
Bank loans	<u>1,556,281</u>	<u>1,645,855</u>

The loans are secured by legal fixed and floating charges over the property.

18. MOVEMENT IN FUNDS

	At 1/4/24	Net movement in funds	Transfers between funds	At 31/3/25
	£	£	£	£
Unrestricted funds				
General fund	499,968	(17,360)	(130)	482,478
Designated Fund	100,000	-	-	100,000
Revaluation Reserve	2,724,609	(28,533)	-	2,696,076
	<u>3,324,577</u>	<u>(45,893)</u>	<u>(130)</u>	<u>3,278,554</u>
Restricted funds				
Sussex Community Foundation	4,445	732	-	5,177
Groundwork UK	-	10,424	-	10,424
The Enjoolata Foundation	-	(130)	130	-
	<u>4,445</u>	<u>11,026</u>	<u>130</u>	<u>15,601</u>
TOTAL FUNDS	<u>3,329,022</u>	<u>(34,867)</u>	<u>-</u>	<u>3,294,155</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025****13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2025	2024
	£	£
Bank loans and overdrafts (see note 15)	98,198	88,373
Creditors arising on direct activities	6,826	36,449
Social security and other taxes	5,446	1,320
VAT	1,442	438
Other creditors	27,094	32,905
Accruals and deferred income	23,508	16,258
	<u>162,514</u>	<u>175,743</u>

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

	2025	2024
	£	£
Bank loans (see note 15)	<u>1,458,083</u>	<u>1,557,482</u>

15. LOANS

An analysis of the maturity of loans is given below:

	2025	2024
	£	£
Amounts falling due within one year on demand:		
Bank loans	<u>98,198</u>	<u>88,373</u>
Amounts falling due between two and five years:		
Bank loans - 2-5 years	<u>423,451</u>	<u>437,297</u>
Amounts falling due in more than five years:		
Repayable by instalments:		
Bank loans more 5 yr by instal	1,034,632	1,120,185

There are 3 bank loans in place, 2 of which are scheduled to be repaid in 2032, and 1 in 2039.

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025****11. TANGIBLE FIXED ASSETS - continued**

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2024	44,927	56,101	5,385,659
Additions	-	1,503	41,026
At 31 March 2025	44,927	57,604	5,426,685
DEPRECIATION			
At 1 April 2024	44,927	14,145	587,114
Charge for year	-	4,013	79,484
At 31 March 2025	44,927	18,158	666,598
NET BOOK VALUE			
At 31 March 2025	-	39,446	4,760,087
At 31 March 2024	-	41,956	4,798,545

The Freehold Land and Building was re-valued in December 2018 by Flude Commercial, Chartered Surveyors , and this value was included in the accounts for the year ended 31 March 2019.

The historical cost of Freehold Land and Building, originally purchased in 1998 for £699,467, is £2,144,196.

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Debtors arising on direct activities	17,656	14,566
Other debtors	3,000	-
Prepayments	25,301	15,694
	45,957	30,260

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025****10. STAFF COSTS**

	2025	2024
	£	£
Wages and salaries	130,486	101,889
Social security costs	4,823	1,588
Other pension costs	3,682	2,806
	<u>138,991</u>	<u>106,283</u>

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

	2025	2024
Average	<u>7</u>	<u>7</u>

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

Average number of employees on a Full Time equivalent basis was 3 (2024: 3).

Key management personnel remuneration, being the Trustees and the Centre Manager and comprising gross pay, employers' National Insurance and Employers' pension contributions) amounted to £31,132 (2024: £29,404).

11. TANGIBLE FIXED ASSETS

	Freehold property £	Improvements to property £	Electronic Equipment £
COST			
At 1 April 2024	1,717,000	3,469,702	97,929
Additions	-	39,523	-
At 31 March 2025	<u>1,717,000</u>	<u>3,509,225</u>	<u>97,929</u>
DEPRECIATION			
At 1 April 2024	-	430,113	97,929
Charge for year	-	75,471	-
At 31 March 2025	<u>-</u>	<u>505,584</u>	<u>97,929</u>
NET BOOK VALUE			
At 31 March 2025	<u>1,717,000</u>	<u>3,003,641</u>	<u>-</u>
At 31 March 2024	<u>1,717,000</u>	<u>3,039,589</u>	<u>-</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025****7. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2025	2024
	£	£
Staff costs	138,991	106,283
Sundries	1	-
Light and Heat	57,714	40,089
Cleaning and Recycling	52,344	48,759
Rates and Water	7,035	2,713
Building Maintenance	80,909	87,137
Service Contracts	21,582	14,289
Insurance	9,648	9,257
Administration and Services	22,198	26,103
Telephone, Copying and Postage Services	44,224	25,643
Sundry Expenses	2,232	221
Irrecoverable VAT	30,396	20,373
Legal and professional	11,479	7,117
Bookkeeping	5,326	5,833
Mortgage interest	120,635	126,272
Auditor's fee	7,796	5,700
Depreciation	79,486	79,905
	<u>691,996</u>	<u>605,694</u>

8. NET INCOME/(EXPENDITURE)

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

	2025	2024
	£	£
Depreciation - owned assets	79,484	79,905
Auditor's fee - audit services	4,700	4,500
Auditor's fee - non audit services	1,200	1,200
	<u>85,384</u>	<u>85,605</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025****4. INVESTMENT INCOME**

	2025	2024
	£	£
Deposit account interest	4,577	5,561

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2025	2024
		£	£
Rental Income	Premises	439,054	430,933
Room Hire	Premises	50,145	49,060
Storage	Premises	1,125	1,073
Parking	Premises	16,330	17,552
Sundry Income	Premises	660	540
Recharge of services	Provision of services	21,114	26,402
		528,428	525,560

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7) £
Premises	310,418
Administration	210,898
Financial Costs	133,757
Provision of services	36,923
	691,996

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31 MARCH 2025**

1. ACCOUNTING POLICIES - continued

Judgements and key sources of estimation uncertainty

Financial Assets

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any discounts due.

Financial Liabilities

Creditors and provisions 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 and provisions are normally recognised at their settlement amount after allowing for any discounts due.

2. DONATIONS AND LEGACIES

	2025	2024
	£	£
Grants	<u>92,124</u>	<u>20,406</u>

Grants received, included in the above, are as follows:

	2025	2024
	£	£
Chalk Cliff Trust	-	406
Sussex Community Foundation	6,332	20,000
Groundwork UK	81,892	-
The Enjoolata Foundation	3,900	-
	<u>92,124</u>	<u>20,406</u>

3. OTHER TRADING ACTIVITIES

	2025	2024
	£	£
Advertising	<u>32,000</u>	<u>32,000</u>

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31 MARCH 2025**

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

Recognition and measurement

Fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses.

Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK Corporation Taxes purposes. Accordingly the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Fund accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

Pensions

The pension cost charge represents the contributions payable by the company to the employees' pension schemes.

Leases

Rentals applicable to operating leases, where substantially all of the benefits and risks of ownership remain with the lessor, are charged on a straight-line basis over the lease term.

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the charity is required to make judgments, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both the current and future periods.

There are no estimates and assumptions that are considered to have a significant risk of causing a material adjustments to the financial statements in a future period.

Financial instruments

The charity has only financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and are subsequently measured at their settlement value with the exception of bank loans which are measured at amortised cost using the effective interest method.

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 MARCH 2025**

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 2019)', 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, as modified by the revaluation of certain assets.

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future and on that basis the charity is considered to be a going concern.

The financial statements are prepared in sterling which is the functional currency of the entity, and are rounded to the nearest £1.

Income

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Grants including grants for the purchase of fixed assets are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

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.

Irrecoverable VAT is shown separately.

Tangible fixed assets

Depreciation is calculated on a straight line basis.

Depreciation is provided to write down the cost or valuation less estimated residual values of tangible fixed assets over their estimated useful lives at annual rates of :

- Freehold Land - Not depreciated.
- Building and Improvements - 2% pa on a straight line basis.
- Other Building Works - 5% pa on a straight line basis
- Electronic Equipment - 20% pa on a straight line basis.
- Website - 10% on a straight line basis
- Fixtures & Fittings - 20% pa on a straight line basis.

Items of equipment are capitalised where the purchase price exceeds £500.

COMMUNITY BASE**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2025****1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2025 £	2024 £
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(34,867)	(22,167)
Adjustments for:		
Depreciation charges	79,485	79,905
Interest received	(4,577)	(5,561)
(Increase)/decrease in debtors	(15,697)	5,820
(Decrease)/increase in creditors	(23,054)	21,571
Net cash provided by operations	<u>1,290</u>	<u>79,568</u>

2. ANALYSIS OF CHANGES IN NET DEBT

	At 1/4/24 £	Cash flow £	At 31/3/25 £
Net cash			
Cash at bank and in hand	<u>233,442</u>	<u>(124,734)</u>	<u>108,708</u>
	<u>233,442</u>	<u>(124,734)</u>	<u>108,708</u>
Debt			
Debts falling due within 1 year	(88,373)	(9,825)	(98,198)
Debts falling due after 1 year	<u>(1,557,482)</u>	<u>99,399</u>	<u>(1,458,083)</u>
	<u>(1,645,855)</u>	<u>89,574</u>	<u>(1,556,281)</u>
Total	<u>(1,412,413)</u>	<u>(35,160)</u>	<u>(1,447,573)</u>

The notes form part of these financial statements

COMMUNITY BASE**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2025**

	Notes	2025 £	2024 £
Cash flows from operating activities			
Cash generated from operations	1	1,290	79,568
Net cash provided by operating activities		1,290	79,568
Cash flows from investing activities			
Purchase of tangible fixed assets		(41,026)	(9,876)
Interest received		4,577	5,561
Net cash used in investing activities		(36,449)	(4,315)
Cash flows from financing activities			
Loan repayments in year		(89,575)	(82,965)
Net cash used in financing activities		(89,575)	(82,965)
Change in cash and cash equivalents in the reporting period		(124,734)	(7,712)
Cash and cash equivalents at the beginning of the reporting period		233,442	241,154
Cash and cash equivalents at the end of the reporting period		108,708	233,442

The notes form part of these financial statements

COMMUNITY BASE (REGISTERED NUMBER: 3121688)

BALANCE SHEET - continued

31 MARCH 2025

FUNDS	18		
Unrestricted funds:			
General fund		482,478	499,968
Designated Fund		100,000	100,000
Revaluation Reserve		2,696,076	2,724,609
		<u>3,278,554</u>	<u>3,324,577</u>
Restricted funds:			
Sussex Community Foundation		5,177	4,445
Groundwork UK		10,424	-
		<u>15,601</u>	<u>4,445</u>
TOTAL FUNDS		<u>3,294,155</u>	<u>3,329,022</u>

The financial statements were approved by the Board of Trustees and authorised for issue on
and were signed on its behalf by:

.....
P Evans - Trustee

The notes form part of these financial statements

COMMUNITY BASE (REGISTERED NUMBER: 3121688)**BALANCE SHEET****31 MARCH 2025**

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible assets	11	4,760,087	-	4,760,087	4,798,545
CURRENT ASSETS					
Debtors	12	45,957	-	45,957	30,260
Cash at bank and in hand		93,107	15,601	108,708	233,442
		<u>139,064</u>	<u>15,601</u>	<u>154,665</u>	<u>263,702</u>
CREDITORS					
Amounts falling due within one year	13	(162,514)	-	(162,514)	(175,743)
NET CURRENT ASSETS		<u>(23,450)</u>	<u>15,601</u>	<u>(7,849)</u>	<u>87,959</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		4,736,637	15,601	4,752,238	4,886,504
CREDITORS					
Amounts falling due after more than one year	14	(1,458,083)	-	(1,458,083)	(1,557,482)
NET ASSETS		<u><u>3,278,554</u></u>	<u><u>15,601</u></u>	<u><u>3,294,155</u></u>	<u><u>3,329,022</u></u>

The notes form part of these financial statements

COMMUNITY BASE

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	-	92,124	92,124	20,406
Charitable activities	5				
Premises		507,314	-	507,314	499,158
Provision of services		21,114	-	21,114	26,402
Other trading activities	3	32,000	-	32,000	32,000
Investment income	4	4,577	-	4,577	5,561
Total		<u>565,005</u>	<u>92,124</u>	<u>657,129</u>	<u>583,527</u>
EXPENDITURE ON					
Charitable activities	6				
Premises		235,233	75,185	310,418	284,392
Administration		204,985	5,913	210,898	157,854
Financial Costs		133,757	-	133,757	137,805
Provision of services		36,923	-	36,923	25,643
Total		<u>610,898</u>	<u>81,098</u>	<u>691,996</u>	<u>605,694</u>
NET INCOME/(EXPENDITURE)		(45,893)	11,026	(34,867)	(22,167)
Transfers between funds	18	<u>(130)</u>	<u>130</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>(46,023)</u>	<u>11,156</u>	<u>(34,867)</u>	<u>(22,167)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		3,324,577	4,445	3,329,022	3,351,189
TOTAL FUNDS CARRIED FORWARD		<u><u>3,278,554</u></u>	<u><u>15,601</u></u>	<u><u>3,294,155</u></u>	<u><u>3,329,022</u></u>

The notes form part of these financial statements

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
COMMUNITY BASE**

This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Shona Wardrop C.A. (Senior Statutory Auditor)
for and on behalf of Chariot House Limited
Chartered Accountants and Statutory Auditor
44 Grand Parade
Brighton
BN2 9QA

Date:

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY BASE

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the charity and its activities, and through discussion with the trustees and management, we identified the principal risks of material misstatement both at the financial statement level and at the assertion level.

We considered these risks in the light of various factors including the level of complexity, subjectivity, uncertainty, potential management bias, fraud, materiality and any other relevant factors. We considered the extent to which these would have a material impact on the financial statements and designed our audit work accordingly.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud, and reviewed significant or unusual transactions to identify their underlying supporting rationale
- We inspected the minutes of meetings of those charged with governance, and made direct enquiries of management and the board of trustees concerning the charity's policies and procedures relating to:
 - o Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - o Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;
 - o The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.

In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates were indicative of a potential bias and tested significant transactions that were unusual or those outside the normal course of business.

We also

- discussed and reviewed the charity's business model and forward planning to assess going concern
- communicated applicable laws and regulations throughout the audit team and remained alert to any indications of non-compliance throughout the audit.
- reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- Carried out substantive testing on income and expenditure
- Re-performed reconciliations of control accounts, and recalculated items such as depreciation

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
COMMUNITY BASE**

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY BASE

Opinion

We have audited the financial statements of Community Base (the 'charitable company') for the year ended 31 March 2025 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2025 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

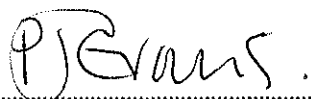
In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

COMMUNITY BASE (REGISTERED NUMBER: 3121688)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 27/01/26..... and signed on the board's behalf by:



.....
P Evans - Trustee

COMMUNITY BASE

England & Wales - Charity number 1052456

Accounts

REGISTERED COMPANY NUMBER: 3121688 (England and Wales)
REGISTERED CHARITY NUMBER: 1052456

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024
FOR
COMMUNITY BASE
(A COMPANY LIMITED BY GUARANTEE)

Chariot House Limited
Chartered Accountants and Statutory Auditor
44 Grand Parade
Brighton
BN2 9QA

COMMUNITY BASE

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FOR THE YEAR ENDED 31ST MARCH 2024

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COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2024**

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 31st March 2024. 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Community Base's 1995 memorandum of association states Community Base's objects as promoting "any charitable purpose for the benefit of the inhabitants of Sussex and beyond without distinction of sex, race, disability, sexuality or political, religious or other convictions by the provision of accommodation and equipment and services to charities and voluntary organisations engaged in the furthering of charitable purposes."

Since its founding, Community Base's main activity has been the provision of good quality, affordable accommodation and associated services to charities and community groups in its central Brighton building. We have also provided meeting space and a range of free information services to the local community and voluntary sector.

Community Base has been in full occupation since 1998 and has become a vital resource for the community of Brighton and Hove.

Public benefit

In shaping our objectives and planning our activities for the year, the Trustees have given consideration to the duties set out in section 17(5) of the Charities Act 2011 to have due regard to public benefit. In particular, the Trustees have considered how the planned activities will contribute to the overall aims and objectives that they have set.

The Trustees believe that paragraphs, specifically on the "Objectives and Activities" and "Achievements and Performance" for the year, relate in detail the benefit that the charity provides to the public.

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2024**

STRATEGIC REPORT

Achievement and performance

Charitable activities

Community Base is a charity providing a home for, and services to, community and voluntary groups in Brighton and Hove. We use income from affordable rent and services to repay a mortgage on our seven floor building in central Brighton and meet our running costs. In 2023/24 we provided over 35 charities and community groups with accommodation and over 200 such groups with meeting space as well as 50 charitable groups with a postal address.

This year, as with all organisations, the cost of living crisis has seen continuing rising energy costs with our contractors passing those costs on alongside rising interest rates affecting the repayment of loans as has been the case in the last three years. To combat these rising costs we have continued to review our contracts, still in line with our commitment to a circular economy. We are also doing more fundraising and have developed a fundraising strategy which has already seen us win funding to install a new heating system.

Despite these challenges Community Base still manages to offer low cost office space to enable our organisations to remain financial viable as well as keeping the building well maintained, making working conditions as comfortable as possible for those on the front line of providing services for vulnerable people. There was no drop in occupancy as expected and meeting room hire is healthy.

Improvements to the website continue to make sure that our services are accessible and the information provided clear and up to date and as a window to Community Base's values and activities reflected in our Theory of Change.

Community Base runs four online information services - Brighton and Hove volunteer search, Brighton and Hove Job Search, Brighton and Hove service search and Brighton and Hove venue search - that help people find local volunteer opportunities, access help-lines and community services and get in touch with venues for hire Brighton & Hove Job Search is our most popular search with 1,700 subscribers to the daily jobs email.

Our reception provides information about groups at Community Base and many other matters to the general public. We publish an annual free copy of our poster guide to local services and distribute it widely across Brighton and Hove and through our reception.

Community Base is also the home of Brighton Soup, which showcases small projects. These small projects could be future users of Community Base's services and helps to understand how the landscape in the sector is shifting in uncertain times.

Community Base is a truly multicultural community centre, providing a home to groups offering real help to local black and minority ethnic communities alongside groups providing services to the wider community.

The friendly, supportive environment provided by Community Base allows a wide range of groups, large and small, to work together, sharing their expertise and providing much needed services. The diversity of these services reflects the variety of local need - groups are involved with homeless people, people with learning disabilities, bereaved people, carers, volunteers, refugees, community activists, travellers and many others.

Community Base is committed to ensuring the existence of a strong, independent and diverse community and voluntary sector as an essential element of a democratic society. Community Base is also committed to reducing its carbon footprint and has reduced its energy use by half over the last 10 years as well as recycling as much as possible within the building.

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2024**

STRATEGIC REPORT

Financial review

Financial Position

The net incoming resources for the year amounted to £4,043 (2022: outgoing £18,381)

Income increased slightly with Rental Income staying the same as last year with the same discount as last year, but room hire going up as the building reopened. Expenditure increased slightly.

All reserves are Unrestricted. Included in these are a Designated Fund of £100,000 and a Revaluation Reserve of £2,763,142. The Designated Fund is set aside as an emergency closure reserve. The Revaluation Reserve arose on the revaluation of the property in 2018. General funds now stand at £488,047. There are no Restricted funds.

Investment policy and objectives

The Trustees have considered the most appropriate policy for investing funds and are continuing to monitor the placement of funds.

Reserves policy

Community Base holds financial reserves in order to finance

- an unexpected decrease in rental income
- an unexpected increase in running costs
- capital expenditure to ensure the maintenance of our building and facilities
- an ordered and proper winding up of Community Base should the need arise.

It is the policy of Community Base to maintain immediately accessible reserves of between three and six months revenue expenditure.

Community Base will ensure that all budgets will allow for the building and maintenance of reserves in accordance with this policy. Community Base will review its reserves and its reserves policy at least every calendar year. Variations to this policy, for whatever reason, will be identified and recorded.

Principal risks and uncertainties

The trustees review risks to which the charity is exposed on a regular basis and take action to mitigate these risks.

Every year the trustees review Community Base's assessment of potential risks posed to development of the organisation during the next five year period. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects. To ensure consistent quality of delivery for all operational aspects of the charitable company, these procedures are periodically reviewed to ensure they conform to the Charity's stated aims.

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2024**

STRATEGIC REPORT

Future plans

The Director will continue looking at different ways to keep maintenance costs in check and will be working alongside the trustees on updating Community Base's strategy and business plan. There is a planned rise in the license fee in April 2026 with full consideration of the licensees and the funding cuts they will face. The Trustees continue to forge closer relationships with other organisations, the local council and local business.

The Trustees and Director will continue to monitor the economic landscape to inform financial decisions and activities, with continuing to take up funding opportunities, including forming long term relationships with possible major donors backed by our carefully developed pitchdeck and data analysis.

Community Base remains financially viable and maintains a healthy waiting list based on its reputation for fair rents, good service and a high standard of maintenance which continues with a new LED lighting system financed by a large grant from VSCE.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Community Base is a company limited by guarantee, incorporated on 3 November 1995, number 3121688, and registered as a charity on 31 January 1996, number 1052456.

Charity constitution

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles the Trustees are elected at the Annual General Meeting to serve a period of 3 years subject to ratification at each Annual General Meeting.

The board of trustees has power to appoint a trustee during the year. Any trustee so appointed must be re-elected at the subsequent annual general meeting.

The trustees have guaranteed to contribute a maximum of £1 each in the event of the company being wound up.

Organisational structure

The charity is run by the Board comprising the Trustees who delegate the day to day running to the Centre Manager..

The board of Trustees, which can have up to 15 members, administers the charity.

The Articles of Association require that there should be a minimum of 5 and a maximum of 15 Trustees. During the year there were 5 Trustees (on average).

The Board meets approximately four times a year. All have given their time and advice outside and beyond the board meeting. All new Trustees receive orientation and induction training.

Induction and training of new trustees

Potential new Trustees are invited to attend a board meeting prior to appointment. Following appointment, new trustees undergo orientation to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the board of Trustees and decision making processes, the business plan and recent financial performance of the charity. During the orientation they meet key employees and other Trustees, and are given an overview of the activities of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2024**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Key management remuneration

The Trustees consider the Board of Trustees and the Centre Manager to be the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day to day basis.

All Trustees give their time freely and no trustee remuneration was paid in the year. Details of Trustees' expenses and related party transactions are disclosed in the notes of the accounts.

Trustees are required to disclose all relevant interests and register them with the board in accordance with the charity's policy.

The pay of the Centre Manager along with all staff is reviewed annually by the Board and when appropriate increased taking into consideration inflation, average salaries in the area and salaries of other similar sized charities to ensure that the remuneration set is fair and not out of line with that generally paid for similar roles.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

3121688 (England and Wales)

Registered Charity number

1052456

Registered office

Community Base
113/117 Queens Road
Brighton
East Sussex
BN1 3XG

Trustees

P Evans
R Gentles
H Cydnie (resigned 17/3/2025)
A Halle
S Meredith
C Hounsell (appointed 17/3/2025)

Senior Statutory Auditor

Shona Wardrop C.A.

Auditors

Chariot House Limited
Chartered Accountants and Statutory Auditor
44 Grand Parade
Brighton
BN2 9QA

Principal Officer

Olivia Canham

COMMUNITY BASE

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

CafCash Ltd
Kings Hill
West Malling
Kent
ME19 4TA

Triodos Bank NV
Deanery Road
Bristol
BS1 5AS

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

Company law requires the trustees to prepare financial statements for each financial 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 charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

COMMUNITY BASE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2024

AUDITORS

The auditors, Chariot House Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 18th March 2025 and signed on the board's behalf by:

A handwritten signature in black ink, appearing to read 'P Evans', with a stylized flourish at the end.

P Evans - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY BASE

Opinion

We have audited the financial statements of Community Base (the 'charitable company') for the year ended 31st March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
COMMUNITY BASE**

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY BASE

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the charity and its activities, and through discussion with the trustees and management, we identified the principal risks of material misstatement both at the financial statement level and at the assertion level.

We considered these risks in the light of various factors including the level of complexity, subjectivity, uncertainty, potential management bias, fraud, materiality and any other relevant factors. We considered the extent to which these would have a material impact on the financial statements and designed our audit work accordingly.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

" We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.

" We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud, and reviewed significant or unusual transactions to identify their underlying supporting rationale

" We inspected the minutes of meetings of those charged with governance, and made direct enquiries of management and the board of trustees concerning the charity's policies and procedures relating to:

- o Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
- o Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;
- o The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.

In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates were indicative of a potential bias and tested significant transactions that were unusual or those outside the normal course of business.

We also

- " discussed and reviewed the charity's business model and forward planning to assess going concern
- " communicated applicable laws and regulations throughout the audit team and remained alert to any indications of non-compliance throughout the audit.
- " reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- " Carried out substantive testing on income and expenditure
- " Re-performed reconciliations of control accounts, and recalculated items such as depreciation

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
COMMUNITY BASE**

This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Shona Wardrop C.A. (Senior Statutory Auditor)
for and on behalf of Chariot House Limited
Chartered Accountants and Statutory Auditor
44 Grand Parade
Brighton
BN2 9QA

Date:

COMMUNITY BASE
STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2024

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	406	20,000	20,406	-
Charitable activities	5				
Premises		499,158	-	499,158	477,833
Provision of services		26,402	-	26,402	22,728
Other trading activities	3	32,000	-	32,000	32,000
Investment income	4	5,561	-	5,561	1,861
Total		<u>563,527</u>	<u>20,000</u>	<u>583,527</u>	<u>534,422</u>
EXPENDITURE ON					
Charitable activities	6				
Premises		268,837	15,555	284,392	257,163
Administration		157,854	-	157,854	156,630
Financial Costs		137,805	-	137,805	92,239
Provision of services		25,643	-	25,643	24,347
Total		<u>590,139</u>	<u>15,555</u>	<u>605,694</u>	<u>530,379</u>
NET INCOME/(EXPENDITURE)		(26,612)	4,445	(22,167)	4,043
RECONCILIATION OF FUNDS					
Total funds brought forward		3,351,189	-	3,351,189	3,347,146
TOTAL FUNDS CARRIED FORWARD		<u>3,324,577</u>	<u>4,445</u>	<u>3,329,022</u>	<u>3,351,189</u>

The notes form part of these financial statements

COMMUNITY BASE (REGISTERED NUMBER: 3121688)**BALANCE SHEET**
31ST MARCH 2024

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Tangible assets	11	4,798,545	-	4,798,545	4,868,574
CURRENT ASSETS					
Debtors	12	30,260	-	30,260	36,080
Cash at bank and in hand		<u>228,997</u>	<u>4,445</u>	<u>233,442</u>	<u>241,154</u>
		259,257	4,445	263,702	277,234
CREDITORS					
Amounts falling due within one year	13	(175,743)	-	(175,743)	(149,655)
NET CURRENT ASSETS		<u>83,514</u>	<u>4,445</u>	<u>87,959</u>	<u>127,579</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		4,882,059	4,445	4,886,504	4,996,153
CREDITORS					
Amounts falling due after more than one year	14	(1,557,482)	-	(1,557,482)	(1,644,964)
NET ASSETS		<u><u>3,324,577</u></u>	<u><u>4,445</u></u>	<u><u>3,329,022</u></u>	<u><u>3,351,189</u></u>

The notes form part of these financial statements

COMMUNITY BASE (REGISTERED NUMBER: 3121688)

BALANCE SHEET - continued
31ST MARCH 2024

FUNDS	18		
Unrestricted funds:			
General fund		499,968	488,047
Designated Fund		100,000	100,000
Revaluation Reserve		<u>2,724,609</u>	<u>2,763,142</u>
		<u>3,324,577</u>	<u>3,351,189</u>
Restricted funds:			
Sussex Community Foundation		<u>4,445</u>	<u>-</u>
TOTAL FUNDS		<u><u>3,329,022</u></u>	<u><u>3,351,189</u></u>

The financial statements were approved by the Board of Trustees and authorised for issue on 18th March 2025 and were signed on its behalf by:

P Evans - Trustee

The notes form part of these financial statements

COMMUNITY BASE**CASH FLOW STATEMENT**
FOR THE YEAR ENDED 31ST MARCH 2024

	Notes	2024 £	2023 £
Cash flows from operating activities			
Cash generated from operations	1	<u>(3,397)</u>	<u>(12,332)</u>
Net cash used in operating activities		<u>(3,397)</u>	<u>(12,332)</u>
 Cash flows from investing activities			
Purchase of tangible fixed assets		(9,876)	(6,031)
Interest received		<u>5,561</u>	<u>1,861</u>
Net cash used in investing activities		<u>(4,315)</u>	<u>(4,170)</u>
Change in cash and cash equivalents in the reporting period		(7,712)	(16,502)
Cash and cash equivalents at the beginning of the reporting period		<u>241,154</u>	<u>257,656</u>
 Cash and cash equivalents at the end of the reporting period		<u>233,442</u>	<u>241,154</u>

The notes form part of these financial statements

COMMUNITY BASE**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31ST MARCH 2024****1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2024 £	2023 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(22,167)	4,043
Adjustments for:		
Depreciation charges	79,905	79,424
Interest received	(5,561)	(1,861)
Decrease/(increase) in debtors	5,820	(1,292)
Decrease in creditors	(61,394)	(92,646)
Net cash used in operations	<u>(3,397)</u>	<u>(12,332)</u>

2. ANALYSIS OF CHANGES IN NET DEBT

	At 1/4/23 £	Cash flow £	At 31/3/24 £
Net cash			
Cash at bank and in hand	<u>241,154</u>	<u>(7,712)</u>	<u>233,442</u>
	<u>241,154</u>	<u>(7,712)</u>	<u>233,442</u>
Debt			
Debts falling due within 1 year	(83,856)	(4,517)	(88,373)
Debts falling due after 1 year	(1,644,964)	87,482	(1,557,482)
	<u>(1,728,820)</u>	<u>82,965</u>	<u>(1,645,855)</u>
Total	<u>(1,487,666)</u>	<u>75,253</u>	<u>(1,412,413)</u>

The notes form part of these financial statements

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31ST MARCH 2024**

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 2019)', 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, as modified by the revaluation of certain assets.

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future and on that basis the charity is considered to be a going concern.

The financial statements are prepared in sterling which is the functional currency of the entity, and are rounded to the nearest £1.

Income

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Grants including grants for the purchase of fixed assets are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

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.

Irrecoverable VAT is shown separately.

Tangible fixed assets

Depreciation is calculated on a straight line basis.

Depreciation is provided to write down the cost or valuation less estimated residual values of tangible fixed assets over their estimated useful lives at annual rates of:

- Freehold Land - Not depreciated.
- Building and Improvements - 2% pa on a straight line basis.
- Other Building Works - 5% pa on a straight line basis
- Electronic Equipment - 20% pa on a straight line basis.
- Website - 10% on a straight line basis
- Fixtures & Fittings - 20% pa on a straight line basis.

Items of equipment are capitalised where the purchase price exceeds £500.

Recognition and measurement

Fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses.

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31ST MARCH 2024**

1. ACCOUNTING POLICIES - continued

Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK Corporation Taxes purposes. Accordingly the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Fund accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

Pensions

The pension cost charge represents the contributions payable by the company to the employees' pension schemes.

Leases

Rentals applicable to operating leases, where substantially all of the benefits and risks of ownership remain with the lessor, are charged on a straight-line basis over the lease term.

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the charity is required to make judgments, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both the current and future periods.

There are no estimates and assumptions that are considered to have a significant risk of causing a material adjustments to the financial statements in a future period.

Financial instruments

The charity has only financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and are subsequently measured at their settlement value with the exception of bank loans which are measured at amortised cost using the effective interest method.

Financial Assets

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any discounts due.

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2024**1. ACCOUNTING POLICIES - continued****Financial Liabilities**

Creditors and provisions 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 and provisions are normally recognised at their settlement amount after allowing for any discounts due.

2. DONATIONS AND LEGACIES

	2024	2023
	£	£
Grants	<u>20,406</u>	<u>-</u>

Grants received, included in the above, are as follows:

	2024	2023
	£	£
Chalk Cliff Trust	406	-
Sussex Community Foundation	<u>20,000</u>	<u>-</u>
	<u>20,406</u>	<u>-</u>

3. OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Advertising	<u>32,000</u>	<u>32,000</u>

4. INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	<u>5,561</u>	<u>1,861</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2024**5. INCOME FROM CHARITABLE ACTIVITIES**

		2024	2023
	Activity	£	£
Rental Income	Premises	430,933	416,711
Room Hire	Premises	49,060	42,108
Storage	Premises	1,073	821
Parking	Premises	17,552	17,974
Sundry Income	Premises	540	219
Recharge of services	Provision of services	26,402	22,728
		<u>525,560</u>	<u>500,561</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7)
	£
Premises	284,392
Administration	157,854
Financial Costs	137,805
Provision of services	25,643
	<u>605,694</u>

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2024	2023
	£	£
Staff costs	106,283	96,794
Light and Heat	40,089	49,208
Cleaning and Recycling	48,759	36,250
Rates and Water	2,713	7,616
Building Maintenance	87,137	76,196
Service Contracts	14,289	13,983
Insurance	9,257	8,469
Administration and Services	26,103	11,346
Telephone, Copying and Postage Services	25,643	26,581
Sundry Expenses	221	344
Irrecoverable VAT	20,373	30,275
Legal and professional	7,117	1,654
Bookkeeping	5,833	5,312
Mortgage interest	126,272	82,027
Auditor's fee	5,700	4,900
Depreciation	79,905	79,424
	<u>605,694</u>	<u>530,379</u>

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2024

8. NET INCOME/(EXPENDITURE)

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

	2024	2023
	£	£
Depreciation - owned assets	79,905	79,423
Auditor's fee - audit services	4,500	4,000
Auditor's fee - non audit services	<u>1,200</u>	<u>1,000</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2024 nor for the year ended 31st March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2024 nor for the year ended 31st March 2023.

10. STAFF COSTS

	2024	2023
	£	£
Wages and salaries	101,889	93,123
Social security costs	1,588	1,100
Other pension costs	<u>2,806</u>	<u>2,571</u>
	<u>106,283</u>	<u>96,794</u>

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

	2024	2023
Average	<u>7</u>	<u>7</u>

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

Average number of employees on a Full Time equivalent basis was 3 (2023: 3).

Key management personnel remuneration, being the Trustees and the Centre Manager and comprising gross pay, employers' National Insurance and Employers' pension contributions) amounted to £29,404 (2023: £27,147).

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2024****11. TANGIBLE FIXED ASSETS**

	Freehold land £	Improvements and freehold property £	Electronic Equipment £
COST			
At 1st April 2023	1,717,000	3,469,702	97,929
Additions	-	-	-
At 31st March 2024	<u>1,717,000</u>	<u>3,469,702</u>	<u>97,929</u>
DEPRECIATION			
At 1st April 2023	-	356,618	96,960
Charge for year	-	<u>73,495</u>	<u>969</u>
At 31st March 2024	-	<u>430,113</u>	<u>97,929</u>
NET BOOK VALUE			
At 31st March 2024	<u>1,717,000</u>	<u>3,039,589</u>	<u>-</u>
At 31st March 2023	<u>1,717,000</u>	<u>3,113,084</u>	<u>969</u>
	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1st April 2023	44,927	46,225	5,375,783
Additions	-	<u>9,876</u>	<u>9,876</u>
At 31st March 2024	<u>44,927</u>	<u>56,101</u>	<u>5,385,659</u>
DEPRECIATION			
At 1st April 2023	44,927	8,704	507,209
Charge for year	-	<u>5,441</u>	<u>79,905</u>
At 31st March 2024	<u>44,927</u>	<u>14,145</u>	<u>587,114</u>
NET BOOK VALUE			
At 31st March 2024	<u>-</u>	<u>41,956</u>	<u>4,798,545</u>
At 31st March 2023	<u>-</u>	<u>37,521</u>	<u>4,868,574</u>

The Freehold Land and Building was re-valued in December 2018 by Flude Commercial, Chartered Surveyors, and this value was included in the accounts for the year ended 31 March 2019.

The historical cost of Freehold Land and Building, originally purchased in 1998 for £699,467, is £2,144,196.

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2024**12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024	2023
	£	£
Debtors arising on direct activities	14,566	16,718
Prepayments	<u>15,694</u>	<u>19,362</u>
	<u>30,260</u>	<u>36,080</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Bank loans and overdrafts (see note 15)	88,373	83,856
Creditors arising on direct activities	36,449	22,116
Social security and other taxes	1,320	1,435
VAT	438	1,358
Other creditors	32,905	29,351
Accruals and deferred income	<u>16,258</u>	<u>11,539</u>
	<u>175,743</u>	<u>149,655</u>

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

	2024	2023
	£	£
Bank loans (see note 15)	<u>1,557,482</u>	<u>1,644,964</u>

15. LOANS

An analysis of the maturity of loans is given below:

	2024	2023
	£	£
Amounts falling due within one year on demand:		
Bank loans	<u>88,373</u>	<u>83,856</u>
Amounts falling due between two and five years:		
Bank loans - 2-5 years	<u>437,297</u>	<u>397,490</u>
Amounts falling due in more than five years:		
Repayable by instalments:		
Bank loans more 5 yr by instal	<u>1,120,185</u>	<u>1,247,474</u>

There are 3 bank loans in place, 2 of which are scheduled to be repaid in 2032, and 1 in 2039.

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2024**16. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2024	2023
	£	£
Within one year	1,145	1,263
Between one and five years	<u>1,431</u>	<u>2,843</u>
	<u>2,576</u>	<u>4,106</u>

17. SECURED DEBTS

The following secured debts are included within creditors:

	2024	2023
	£	£
Bank loans	<u>1,645,855</u>	<u>1,728,820</u>

The loans are secured by legal fixed and floating charges over the property.

18. MOVEMENT IN FUNDS

	At 1/4/23	Net movement in funds	At 31/3/24
	£	£	£
Unrestricted funds			
General fund	498,047	1,921	499,968
Designated Fund	100,000	-	100,000
Revaluation Reserve	<u>2,753,142</u>	<u>(28,533)</u>	<u>2,724,609</u>
	3,351,189	(26,612)	3,324,577
Restricted funds			
Sussex Community Foundation	-	4,445	4,445
	<u>3,351,189</u>	<u>(22,167)</u>	<u>3,329,022</u>
TOTAL FUNDS	<u>3,351,189</u>	<u>(22,167)</u>	<u>3,329,022</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2024**18. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	563,527	(561,606)	1,921
Revaluation Reserve	-	(28,533)	(28,533)
	563,527	(590,139)	(26,612)
Restricted funds			
Sussex Community Foundation	20,000	(15,555)	4,445
TOTAL FUNDS	<u>583,527</u>	<u>(605,694)</u>	<u>(22,167)</u>

Comparatives for movement in funds

	At 1/4/22 £	Net movement in funds £	At 31/3/23 £
Unrestricted funds			
General fund	455,472	32,575	488,047
Designated Fund	100,000	-	100,000
Revaluation Reserve	2,791,674	(28,532)	2,763,142
	3,347,146	4,043	3,351,189
TOTAL FUNDS	<u>3,347,146</u>	<u>4,043</u>	<u>3,351,189</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	534,421	(501,846)	32,575
Revaluation Reserve	1	(28,533)	(28,532)
	534,422	(530,379)	4,043
TOTAL FUNDS	<u>534,422</u>	<u>(530,379)</u>	<u>4,043</u>

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31ST MARCH 2024**

18. MOVEMENT IN FUNDS - continued

The Designated Fund is set aside as an emergency closure reserve. The Revaluation Reserve arose on the revaluation of the property in 2018.

Restricted fund

The Restricted fund is a grant from Sussex Community Foundation to assist with improvements to the heating system.

19. EMPLOYEE BENEFIT OBLIGATIONS

The charitable company operates a defined contribution pension scheme with contributions being made by both employer and employees at variable rates. Total pension costs in the current year amounted to £2,806 (2023: £2,571). At the year end £447 was due to the provider (2023: £502).

20. RELATED PARTY DISCLOSURES

The following current or former Trustees have the following relationship with Community Base:

Employees of tenants of Community Base :

Paul Evans - NHS Support Federation.

Athol Halle - Trust for Developing Communities

Partner is an employee of a tenant of Community Base

Robert Gentles - Friends Families and Travellers

21. COMPANY LIMITED BY GUARANTEE

The Charity has no share capital but instead is limited by guarantee, each member being committed to contribute a maximum of £1 in the event of a winding up during the time that they are members or within 12 months afterwards.

COMMUNITY BASE**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**
FOR THE YEAR ENDED 31ST MARCH 2024

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	20,406	-
Other trading activities		
Advertising	32,000	32,000
Investment income		
Deposit account interest	5,561	1,861
Charitable activities		
Rental Income	430,933	416,711
Room Hire	49,060	42,108
Storage	1,073	821
Parking	17,552	17,974
Recharge of services	26,402	22,728
Sundry Income	540	219
	<u>525,560</u>	<u>500,561</u>
Total incoming resources	583,527	534,422
EXPENDITURE		
Charitable activities		
Wages	101,889	93,123
Social security	1,588	1,100
Pensions	2,806	2,571
Light and Heat	40,089	49,208
Cleaning and Recycling	48,759	36,250
Rates and Water	2,713	7,616
Building Maintenance	87,137	76,196
Service Contracts	14,289	13,983
Insurance	9,257	8,469
Administration and Services	26,103	11,346
Telephone, Copying and Postage Services	25,643	26,581
Sundry Expenses	221	344
Irrecoverable VAT	20,373	30,275
Legal and professional	7,117	1,654
Bookkeeping	5,833	5,312
Carried forward	393,817	364,028

This page does not form part of the statutory financial statements

COMMUNITY BASE**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**
FOR THE YEAR ENDED 31ST MARCH 2024

	2024	2023
	£	£
Charitable activities		
Brought forward	393,817	364,028
Mortgage interest	126,272	82,027
Auditor's fee	5,700	4,900
Depreciation Improvements to property	73,495	73,496
Depreciation plant & machinery	969	242
Depreciation fixtures & fittings	-	996
Depreciation computer equipment	5,441	4,690
	<u>605,694</u>	<u>530,379</u>
 Total resources expended	 <u>605,694</u>	 <u>530,379</u>
 Net (expenditure)/income	 <u>(22,167)</u>	 <u>4,043</u>

This page does not form part of the statutory financial statements

COMMUNITY BASE

England & Wales - Charity number 1052456

Accounts

REGISTERED COMPANY NUMBER: 3121688 (England and Wales)
REGISTERED CHARITY NUMBER: 1052456

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023
FOR
COMMUNITY BASE
(A COMPANY LIMITED BY GUARANTEE)

Chariot House Limited
Chartered Accountants and Statutory Auditor
44 Grand Parade
Brighton
BN2 9QA

COMMUNITY BASE

CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2023

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COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2023**

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 31st March 2023. 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Community Base's 1995 memorandum of association states Community Base's objects as promoting "any charitable purpose for the benefit of the inhabitants of Sussex and beyond without distinction of sex, race, disability, sexuality or political, religious or other convictions by the provision of accommodation and equipment and services to charities and voluntary organisations engaged in the furthering of charitable purposes."

Since its founding, Community Base's main activity has been the provision of good quality, affordable accommodation and associated services to charities and community groups in its central Brighton building. We have also provided meeting space and a range of free information services to the local community and voluntary sector.

Community Base has been in full occupation since 1998 and has become a vital resource for the community of Brighton and Hove.

Public benefit

In shaping our objectives and planning our activities for the year, the Trustees have given consideration to the duties set out in section 17(5) of the Charities Act 2011 to have due regard to public benefit. In particular, the Trustees have considered how the planned activities will contribute to the overall aims and objectives that they have set.

The Trustees believe that paragraphs, specifically on the "Objectives and Activities" and "Achievements and Performance" for the year, relate in detail the benefit that the charity provides to the public.

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2023**

STRATEGIC REPORT

Achievement and performance

Charitable activities

Community Base is a charity providing a home for, and services to, community and voluntary groups in Brighton and Hove. We use income from affordable rent and services to repay a mortgage on our seven floor building in central Brighton and meet our running costs. In 2022/23 we provided over 40 charities and community groups with accommodation and over 147 such groups with meeting space as well as 38 charitable groups with a postal address.

This year, as with all organisations, the cost of living crisis has seen continuing rising energy costs with our contractors passing those costs on alongside rising interest rates affecting the repayment of loans. To combat these rising costs we have been renewing our contracts, still in line with our commitment to a circular economy, and are developing a new fundraising strategy.

Despite these challenges Community Base still manages to offer low cost office space to enable our organisations to remain financial viable as well as keeping the building well maintained, making working conditions as comfortable as possible for those on the front line of providing services for vulnerable people. There was no drop in occupancy as expected and meeting room hire is healthy.

Improvements to the website continue to make sure that our services are accessible and the information provided clear and up to date and as a window to Community Base's values and activities reflected in our new Theory of Change.

Community Base runs four online information services - Brighton and Hove volunteer search, Brighton and Hove Job Search, Brighton and Hove service search and Brighton and Hove venue search - that help people find local volunteer opportunities, access help-lines and community services and get in touch with venues for hire Brighton & Hove Job Search is our most popular search with 1,700 subscribers to the daily jobs email.

Our reception provides information about groups at Community Base and many other matters to the general public. We publish an annual free copy of our poster guide to local services and distribute it widely across Brighton and Hove and through our reception.

Community Base is also the home of Brighton Soup, which showcases small projects. These small projects could be future users of Community Base's services and helps to understand how the landscape in the sector is shifting in uncertain times.

Community Base is a truly multicultural community centre, providing a home to groups offering real help to local black and minority ethnic communities alongside groups providing services to the wider community.

The friendly, supportive environment provided by Community Base allows a wide range of groups, large and small, to work together, sharing their expertise and providing much needed services. The diversity of these services reflects the variety of local need - groups are involved with homeless people, people with learning disabilities, bereaved people, carers, volunteers, refugees, community activists, travellers and many others.

Community Base is committed to ensuring the existence of a strong, independent and diverse community and voluntary sector as an essential element of a democratic society. Community Base is also committed to reducing its carbon footprint and has reduced its energy use every year since 2005 as well as recycling as much as possible within the building.

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2023**

STRATEGIC REPORT

Financial review

Financial Position

The net incoming resources for the year amounted to £4,043 (2022: outgoing £18,381)

Income increased slightly with Rental Income staying the same as last year with the same discount as last year, but room hire going up as the building reopened. Expenditure increased slightly.

All reserves are Unrestricted. Included in these are a Designated Fund of £100,000 and a Revaluation Reserve of £2,763,142. The Designated Fund is set aside as an emergency closure reserve. The Revaluation Reserve arose on the revaluation of the property in 2018. General funds now stand at £488,047. There are no Restricted funds.

Investment policy and objectives

The Trustees have considered the most appropriate policy for investing funds and are continuing to monitor the placement of funds.

Reserves policy

Community Base holds financial reserves in order to finance

- an unexpected decrease in rental income
- an unexpected increase in running costs
- capital expenditure to ensure the maintenance of our building and facilities
- an ordered and proper winding up of Community Base should the need arise.

It is the policy of Community Base to maintain immediately accessible reserves of between three and six months revenue expenditure.

Community Base will ensure that all budgets will allow for the building and maintenance of reserves in accordance with this policy. Community Base will review its reserves and its reserves policy at least every calendar year. Variations to this policy, for whatever reason, will be identified and recorded.

Principal risks and uncertainties

The trustees review risks to which the charity is exposed on a regular basis and take action to mitigate these risks.

Every year the trustees review Community Base's assessment of potential risks posed to development of the organisation during the next five year period. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects. To ensure consistent quality of delivery for all operational aspects of the charitable company, these procedures are periodically reviewed to ensure they conform to the Charity's stated aims.

Future plans

The Centre Manager will be looking at different ways to keep maintenance costs in check and will be working alongside the trustees on updating Community Base's strategy and business plan. There is a planned rise in the license fee in April 2024 with full consideration of the licensees and the likely funding cuts they will face. The Trustees continue to forge closer relationships with other organisations, the local council and local business.

The trustees will continue to monitor the economic landscape to inform financial decisions and activities, with a new fundraising strategy.

Community Base remains financially viable and maintains a healthy waiting list based on its reputation for fair rents, good service and a high standard of maintenance which continues with a new phone system in anticipation of the digital switchover in 2025.

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2023**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Community Base is a company limited by guarantee, incorporated on 3 November 1995, number 3121688, and registered as a charity on 31 January 1996, number 1052456.

Charity constitution

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles the Trustees are elected at the Annual General Meeting to serve a period of 3 years subject to ratification at each Annual General Meeting.

The board of trustees has power to appoint a trustee during the year. Any trustee so appointed must be re-elected at the subsequent annual general meeting.

The trustees have guaranteed to contribute a maximum of £1 each in the event of the company being wound up.

Organisational structure

The charity is run by the Board comprising the Trustees who delegate the day to day running to the Centre Manager..

The board of Trustees, which can have up to 15 members, administers the charity.

The Articles of Association require that there should be a minimum of 5 and a maximum of 15 Trustees. During the year there were 5 Trustees (on average).

The Board meets approximately four times a year. All have given their time and advice outside and beyond the board meeting. All new Trustees receive orientation and induction training.

Induction and training of new trustees

Potential new Trustees are invited to attend a board meeting prior to appointment. Following appointment, new trustees undergo orientation to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the board of Trustees and decision making processes, the business plan and recent financial performance of the charity. During the orientation they meet key employees and other Trustees, and are given an overview of the activities of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Key management remuneration

The Trustees consider the Board of Trustees and the Centre Manager to be the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day to day basis.

All Trustees give their time freely and no trustee remuneration was paid in the year. Details of Trustees' expenses and related party transactions are disclosed in the notes of the accounts.

Trustees are required to disclose all relevant interests and register them with the board in accordance with the charity's policy.

The pay of the Centre Manager along with all staff is reviewed annually by the Board and when appropriate increased taking into consideration inflation, average salaries in the area and salaries of other similar sized charities to ensure that the remuneration set is fair and not out of line with that generally paid for similar roles.

COMMUNITY BASE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

3121688 (England and Wales)

Registered Charity number

1052456

Registered office

Community Base
113/117 Queens Road
Brighton
East Sussex
BN1 3XG

Trustees

P Evans
R Gentles
H Cydnie
A Halle
S Meredith

Senior Statutory Auditor

Shona Wardrop C.A.

Auditors

Chariot House Limited
Chartered Accountants and Statutory Auditor
44 Grand Parade
Brighton
BN2 9QA

Principal Officer

Olivia Canham

Bankers

CafCash Ltd
Kings Hill
West Malling
Kent
ME19 4TA

Triodos Bank NV

Deanery Road
Bristol
BS1 5AS

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2023**

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

Company law requires the trustees to prepare financial statements for each financial 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 charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Chariot House Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 26th March 2024 and signed on the board's behalf by:

P Evans - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY BASE

Opinion

We have audited the financial statements of Community Base (the 'charitable company') for the year ended 31st March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
COMMUNITY BASE**

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY BASE

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We gained an understanding of the legal and regulatory framework applicable to the charitable company and the industry in which it operates, and considered the risk of acts by the charitable company that were contrary to applicable laws and regulations, including fraud.

We did not find any instances of non-compliance or breaches of the legislation framework applicable to the charitable company.

We designed audit procedures to respond to the risk, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

We identified that the following areas were of high risk:

- Completeness of income. We performed various audit tests to ensure that income was not materially understated in the financial statements.
- Management override of controls. We performed various audit tests to ensure there was no material management override of controls

We focussed on laws and regulations which could give rise to a material misstatement in the financial statements, including, but not limited to, the Companies Act 2006, UK tax legislation, Charities Act 2011 and Charities SORP 2019. Our tests included agreeing the financial statement disclosures to underlying supporting documentation, enquiries with management and enquiries of legal counsel when considered necessary. There are inherent limitations in the audit procedures described above and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. We did not identify any key audit matters relating to irregularities, including fraud. As in all our audits, we also addressed the risk of management override of internal controls, including testing journals and evaluating whether there was evidence of management bias by the directors that represented a risk of material misstatement due to fraud.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
COMMUNITY BASE**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Shona Wardrop C.A. (Senior Statutory Auditor)
for and on behalf of Chariot House Limited
Chartered Accountants and Statutory Auditor
44 Grand Parade
Brighton
BN2 9QA

Date: 27th March 2024

COMMUNITY BASE**STATEMENT OF FINANCIAL ACTIVITIES**
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2023

		2023 Unrestricted funds £	2022 Unrestricted funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies	2	-	400
Charitable activities	5		
Premises		477,833	382,632
Provision of services		22,728	17,305
Other trading activities	3	32,000	32,000
Investment income	4	1,861	61
Total		<u>534,422</u>	<u>432,398</u>
EXPENDITURE ON			
Charitable activities	6		
Premises		257,163	210,146
Administration		156,630	144,816
Financial Costs		92,239	63,532
Provision of services		24,347	32,285
Total		<u>530,379</u>	<u>450,779</u>
NET INCOME/(EXPENDITURE)		4,043	(18,381)
RECONCILIATION OF FUNDS			
Total funds brought forward		3,347,146	3,365,527
TOTAL FUNDS CARRIED FORWARD		<u><u>3,351,189</u></u>	<u><u>3,347,146</u></u>

The notes form part of these financial statements

COMMUNITY BASE (REGISTERED NUMBER: 3121688)**BALANCE SHEET**
31ST MARCH 2023

		2023 Unrestricted funds £	2022 Unrestricted funds £
	Notes		
FIXED ASSETS			
Tangible assets	11	4,868,574	4,941,966
CURRENT ASSETS			
Debtors	12	36,080	34,788
Cash at bank and in hand		<u>241,154</u>	<u>257,656</u>
		277,234	292,444
CREDITORS			
Amounts falling due within one year	13	(149,655)	(168,972)
		<u>127,579</u>	<u>123,472</u>
NET CURRENT ASSETS			
		4,996,153	5,065,438
TOTAL ASSETS LESS CURRENT LIABILITIES			
CREDITORS			
Amounts falling due after more than one year	14	(1,644,964)	(1,718,292)
		<u>3,351,189</u>	<u>3,347,146</u>
NET ASSETS			
FUNDS	18		
Unrestricted funds:			
General fund		488,047	455,472
Designated Fund		100,000	100,000
Revaluation Reserve		<u>2,763,142</u>	<u>2,791,674</u>
		<u>3,351,189</u>	<u>3,347,146</u>
TOTAL FUNDS		<u>3,351,189</u>	<u>3,347,146</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 26th March 2024 and were signed on its behalf by:

P Evans - Trustee

The notes form part of these financial statements

COMMUNITY BASE**CASH FLOW STATEMENT**
FOR THE YEAR ENDED 31ST MARCH 2023

	Notes	2023 £	2022 £
Cash flows from operating activities			
Cash generated from operations	1	<u>(12,332)</u>	<u>4,366</u>
Net cash (used in)/provided by operating activities		<u>(12,332)</u>	<u>4,366</u>
 Cash flows from investing activities			
Purchase of tangible fixed assets		(6,031)	(18,506)
Interest received		<u>1,861</u>	<u>61</u>
Net cash used in investing activities		<u>(4,170)</u>	<u>(18,445)</u>
Change in cash and cash equivalents in the reporting period		(16,502)	(14,079)
Cash and cash equivalents at the beginning of the reporting period		<u>257,656</u>	<u>271,735</u>
 Cash and cash equivalents at the end of the reporting period		<u>241,154</u>	<u>257,656</u>

The notes form part of these financial statements

COMMUNITY BASE**NOTES TO THE CASH FLOW STATEMENT**
FOR THE YEAR ENDED 31ST MARCH 2023**1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2023 £	2022 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	4,043	(18,381)
Adjustments for:		
Depreciation charges	79,424	78,357
Interest received	(1,861)	(61)
(Increase)/decrease in debtors	(1,292)	91,955
Decrease in creditors	<u>(92,646)</u>	<u>(147,504)</u>
Net cash (used in)/provided by operations	<u><u>(12,332)</u></u>	<u><u>4,366</u></u>

2. ANALYSIS OF CHANGES IN NET DEBT

	At 1/4/22 £	Cash flow £	At 31/3/23 £
Net cash			
Cash at bank and in hand	<u>257,656</u>	<u>(16,502)</u>	<u>241,154</u>
	<u>257,656</u>	<u>(16,502)</u>	<u>241,154</u>
Debt			
Debts falling due within 1 year	(105,466)	21,610	(83,856)
Debts falling due after 1 year	<u>(1,718,292)</u>	<u>73,328</u>	<u>(1,644,964)</u>
	<u>(1,823,758)</u>	<u>94,938</u>	<u>(1,728,820)</u>
Total	<u><u>(1,566,102)</u></u>	<u><u>78,436</u></u>	<u><u>(1,487,666)</u></u>

The notes form part of these financial statements

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 2019)', 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, as modified by the revaluation of certain assets.

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future and on that basis the charity is considered to be a going concern.

The financial statements are prepared in sterling which is the functional currency of the entity, and are rounded to the nearest £1.

Income

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Grants including grants for the purchase of fixed assets are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

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.

Irrecoverable VAT is shown separately.

Tangible fixed assets

Depreciation is calculated on a straight line basis.

Depreciation is provided to write down the cost or valuation less estimated residual values of tangible fixed assets over their estimated useful lives at annual rates of :

- Freehold Land - Not depreciated.
- Building and Improvements - 2% pa on a straight line basis.
- Other Building Works - 5% pa on a straight line basis
- Electronic Equipment - 20% pa on a straight line basis.
- Website - 10% on a straight line basis
- Fixtures & Fittings - 20% pa on a straight line basis.

Items of equipment are capitalised where the purchase price exceeds £500.

Recognition and measurement

Fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses.

1. ACCOUNTING POLICIES - continued

Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK Corporation Taxes purposes. Accordingly the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Fund accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

Pensions

The pension cost charge represents the contributions payable by the company to the employees' pension schemes.

Leases

Rentals applicable to operating leases, where substantially all of the benefits and risks of ownership remain with the lessor, are charged on a straight-line basis over the lease term.

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the charity is required to make judgments, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both the current and future periods.

There are no estimates and assumptions that are considered to have a significant risk of causing a material adjustments to the financial statements in a future period.

Financial instruments

The charity has only financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and are subsequently measured at their settlement value with the exception of bank loans which are measured at amortised cost using the effective interest method.

Financial Assets

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any discounts due.

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2023

1. ACCOUNTING POLICIES - continued

Financial Liabilities

Creditors and provisions 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 and provisions are normally recognised at their settlement amount after allowing for any discounts due.

2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Grants	<u>-</u>	<u>400</u>

Grants received, included in the above, are as follows:

	2023	2022
	£	£
Brighton and Hove City Council	<u>-</u>	<u>400</u>

3. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Advertising	<u>32,000</u>	<u>32,000</u>

4. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	<u>1,861</u>	<u>61</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2023**5. INCOME FROM CHARITABLE ACTIVITIES**

		2023	2022
	Activity	£	£
Rental Income	Premises	416,711	335,923
Room Hire	Premises	42,108	29,667
Storage	Premises	821	433
Parking	Premises	17,974	16,609
Sundry Income	Premises	219	-
Recharge of services	Provision of services	<u>22,728</u>	<u>17,305</u>
		<u>500,561</u>	<u>399,937</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7) £
Premises	257,163
Administration	156,630
Financial Costs	92,239
Provision of services	<u>24,347</u>
	<u>530,379</u>

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2023	2022
	£	£
Staff costs	96,794	108,638
Light and Heat	49,208	43,367
Cleaning and Recycling	36,250	16,323
Rates and Water	7,616	1,254
Building Maintenance	76,196	59,365
Service Contracts	13,983	11,096
Insurance	8,469	9,546
Administration and Services	11,346	14,162
Telephone, Copying and Postage Services	26,581	28,067
Sundry Expenses	344	2,037
Irrecoverable VAT	30,275	13,093
Legal and professional	1,654	1,942
Bookkeeping	5,312	6,809
Mortgage interest	82,027	53,423
Auditor's fee	4,900	3,300
Depreciation	<u>79,424</u>	<u>78,357</u>
	<u>530,379</u>	<u>450,779</u>

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2023

8. NET INCOME/(EXPENDITURE)

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

	2023	2022
	£	£
Depreciation - owned assets	79,423	78,355
Auditor's fee - audit services	4,000	2,300
Auditor's fee - non audit services	<u>1,000</u>	<u>1,000</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2023 nor for the year ended 31st March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2023 nor for the year ended 31st March 2022.

10. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	93,123	101,371
Social security costs	1,100	3,245
Other pension costs	<u>2,571</u>	<u>4,022</u>
	<u>96,794</u>	<u>108,638</u>

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

	2023	2022
Average	<u>7</u>	<u>4</u>

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

Average number of employees on a Full Time equivalent basis was 3 (2022: 3).

Key management personnel remuneration, being the Trustees and the Centre Manager and comprising gross pay, employers' National Insurance and Employers' pension contributions) amounted to £27,147 (2022: £44,176).

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2023**11. TANGIBLE FIXED ASSETS**

	Freehold land £	Improvements and freehold property £	Electronic Equipment £
COST			
At 1st April 2022	1,717,000	3,469,702	97,929
Additions	-	-	-
At 31st March 2023	<u>1,717,000</u>	<u>3,469,702</u>	<u>97,929</u>
DEPRECIATION			
At 1st April 2022	-	283,123	96,719
Charge for year	-	<u>73,495</u>	<u>241</u>
At 31st March 2023	-	<u>356,618</u>	<u>96,960</u>
NET BOOK VALUE			
At 31st March 2023	<u>1,717,000</u>	<u>3,113,084</u>	<u>969</u>
At 31st March 2022	<u>1,717,000</u>	<u>3,186,579</u>	<u>1,210</u>
	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1st April 2022	44,927	40,194	5,369,752
Additions	-	<u>6,031</u>	<u>6,031</u>
At 31st March 2023	<u>44,927</u>	<u>46,225</u>	<u>5,375,783</u>
DEPRECIATION			
At 1st April 2022	43,930	4,014	427,786
Charge for year	<u>997</u>	<u>4,690</u>	<u>79,423</u>
At 31st March 2023	<u>44,927</u>	<u>8,704</u>	<u>507,209</u>
NET BOOK VALUE			
At 31st March 2023	-	<u>37,521</u>	<u>4,868,574</u>
At 31st March 2022	<u>997</u>	<u>36,180</u>	<u>4,941,966</u>

The Freehold Land and Building was re-valued in December 2018 by Flude Commercial, Chartered Surveyors , and this value was included in the accounts for the year ended 31 March 2019.

The historical cost of Freehold Land and Building, originally purchased in 1998 for £699,467, is £2,144,196.

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2023**12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Debtors arising on direct activities	16,718	13,480
Prepayments	<u>19,362</u>	<u>21,308</u>
	<u>36,080</u>	<u>34,788</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Bank loans and overdrafts (see note 15)	83,856	105,466
Creditors arising on direct activities	22,116	20,871
Social security and other taxes	1,435	1,211
VAT	1,358	1,484
Other creditors	29,351	28,016
Accruals and deferred income	<u>11,539</u>	<u>11,924</u>
	<u>149,655</u>	<u>168,972</u>

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

	2023	2022
	£	£
Bank loans (see note 15)	<u>1,644,964</u>	<u>1,718,292</u>

15. LOANS

An analysis of the maturity of loans is given below:

	2023	2022
	£	£
Amounts falling due within one year on demand:		
Bank loans	<u>83,856</u>	<u>105,466</u>
Amounts falling due between two and five years:		
Bank loans - 2-5 years	<u>397,490</u>	<u>422,613</u>
Amounts falling due in more than five years:		
Repayable by instalments:		
Bank loans more 5 yr by instal	1,247,474	1,295,679

There are 3 bank loans in place, 2 of which are scheduled to be repaid in 2032, and 1 in 2039.

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2023**16. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2023	2022
	£	£
Within one year	1,263	1,263
Between one and five years	<u>2,843</u>	<u>4,106</u>
	<u>4,106</u>	<u>5,369</u>

17. SECURED DEBTS

The following secured debts are included within creditors:

	2023	2022
	£	£
Bank loans	<u>1,728,820</u>	<u>1,823,758</u>

The loans are secured by legal fixed and floating charges over the property.

18. MOVEMENT IN FUNDS

	At 1/4/22	Net movement in funds	At 31/3/23
	£	£	£
Unrestricted funds			
General fund	455,472	32,575	488,047
Designated Fund	100,000	-	100,000
Revaluation Reserve	<u>2,791,674</u>	<u>(28,532)</u>	<u>2,763,142</u>
	<u>3,347,146</u>	<u>4,043</u>	<u>3,351,189</u>
TOTAL FUNDS	<u>3,347,146</u>	<u>4,043</u>	<u>3,351,189</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	534,421	(501,846)	32,575
Revaluation Reserve	<u>1</u>	<u>(28,533)</u>	<u>(28,532)</u>
	<u>534,422</u>	<u>(530,379)</u>	<u>4,043</u>
TOTAL FUNDS	<u>534,422</u>	<u>(530,379)</u>	<u>4,043</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2023**18. MOVEMENT IN FUNDS - continued****Comparatives for movement in funds**

	At 1/4/21 £	Net movement in funds £	At 31/3/22 £
Unrestricted funds			
General fund	445,320	10,152	455,472
Designated Fund	100,000	-	100,000
Revaluation Reserve	<u>2,820,207</u>	<u>(28,533)</u>	<u>2,791,674</u>
	<u>3,365,527</u>	<u>(18,381)</u>	<u>3,347,146</u>
TOTAL FUNDS	<u>3,365,527</u>	<u>(18,381)</u>	<u>3,347,146</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	432,398	(422,246)	10,152
Revaluation Reserve	<u>-</u>	<u>(28,533)</u>	<u>(28,533)</u>
	<u>432,398</u>	<u>(450,779)</u>	<u>(18,381)</u>
TOTAL FUNDS	<u>432,398</u>	<u>(450,779)</u>	<u>(18,381)</u>

The Designated Fund is set aside as an emergency closure reserve. The Revaluation Reserve arose on the revaluation of the property in 2018.

19. EMPLOYEE BENEFIT OBLIGATIONS

The charitable company operates a defined contribution pension scheme with contributions being made by both employer and employees at variable rates. Total pension costs in the current year amounted to £2,571 (2022: £4,022). At the year end £502 was due to the provider (2022: £429).

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2023

20. RELATED PARTY DISCLOSURES

The following current or former Trustees have the following relationship with Community Base:

Employees of tenants of Community Base :

Paul Evans - NHS Support Federation.

Athol Halle - Trust for Developing Communities

Partner is an employee of a tenant of Community Base

Robert Gentles - Friends Families and Travellers

21. COMPANY LIMITED BY GUARANTEE

The Charity has no share capital but instead is limited by guarantee, each member being committed to contribute a maximum of £1 in the event of a winding up during the time that they are members or within 12 months afterwards.

COMMUNITY BASE

England & Wales - Charity number 1052456

Accounts

REGISTERED COMPANY NUMBER: 3121688 (England and Wales)
REGISTERED CHARITY NUMBER: 1052456

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022
FOR
COMMUNITY BASE
(A COMPANY LIMITED BY GUARANTEE)

Chariot House Limited
Chartered Accountants and Statutory Auditor
44 Grand Parade
Brighton
BN2 9QA

COMMUNITY BASE

CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022

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COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2022**

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 31st March 2022. 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Community Base's 1995 memorandum of association states Community Base's objects as promoting "any charitable purpose for the benefit of the inhabitants of Sussex and beyond without distinction of sex, race, disability, sexuality or political, religious or other convictions by the provision of accommodation and equipment and services to charities and voluntary organisations engaged in the furthering of charitable purposes."

Since its founding, Community Base's main activity has been the provision of good quality, affordable accommodation and associated services to charities and community groups in its central Brighton building. We have also provided meeting space and a range of free information services to the local community and voluntary sector.

Community Base has been in full occupation since 1998 and has become a vital resource for the community of Brighton and Hove.

Public benefit

In shaping our objectives and planning our activities for the year, the Trustees have given consideration to the duties set out in section 17(5) of the Charities Act 2011 to have due regard to public benefit. In particular, the Trustees have considered how the planned activities will contribute to the overall aims and objectives that they have set.

The Trustees believe that the preceding paragraphs, specifically on the "Objectives and Activities" and "Achievements and Performance" for the year, relate in detail the benefit that the charity provides to the public.

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2022**

STRATEGIC REPORT

Achievement and performance

Charitable activities

Community Base is a charity providing a home for, and services to, community and voluntary groups in Brighton and Hove. We use income from affordable rent and services to repay a mortgage on our seven floor building in central Brighton and meet our running costs. In 2021/22 we provided over 40 charities and community groups with accommodation and over 150 such groups with meeting space as well as 40 charitable groups with a postal address.

This year, as with all organisations, has been difficult with the post Covid landscape alongside rising energy costs and our contractors passing those costs on. Despite these challenges Community Base still manages to offer low cost office space to enable our organisations to remain financial viable as well as keeping the building well maintained, making working conditions as comfortable as possible for those on the front line of providing services for vulnerable people. There was no drop in occupancy as expected and meeting room hire is recovering well.

Improvements to the website continue to make sure that our services are accessible and the information provided clear and up to date and as a window to Community Base's values and activities.

A staff restructure was implemented both growing the team and giving a saving in staff costs.

Community Base runs four online information services - Brighton and Hove volunteer search, Brighton and Hove Job Search, Brighton and Hove service search and Brighton and Hove venue search - that help people find local volunteer opportunities, access help-lines and community services and get in touch with venues for hire Brighton & Hove Job Search is our most popular search with 1,700 subscribers to the daily jobs email.

Our reception provides information about groups at Community Base and many other matters to the general public. We publish an annual free copy of our poster guide to local services and distribute it widely across Brighton and Hove and through our reception.

Community Base became the home of Brighton Soup, which showcases small projects. These small projects could be future users of Community Base's services and helps to understand how the landscape in the sector is shifting in uncertain times.

Community Base is a truly multicultural community centre, providing a home to groups offering real help to local black and minority ethnic communities alongside groups providing services to the wider community.

The friendly, supportive environment provided by Community Base allows a wide range of groups, large and small, to work together, sharing their expertise and providing much needed services. The diversity of these services reflects the variety of local need - groups are involved with homeless people, people with learning disabilities, bereaved people, carers, volunteers, refugees, community activists, travellers and many others.

Community Base is committed to ensuring the existence of a strong, independent and diverse community and voluntary sector as an essential element of a democratic society. Community Base is also committed to reducing its carbon footprint and has reduced its energy use every year since 2005 as well as recycling as much as possible within the building.

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2022**

STRATEGIC REPORT

Financial review

Financial position

The net outgoing resources for the year amounted to £18,381 (2020: outgoing £38,096)

Income increased slightly with Rental Income staying the same as last year with the same discount as last year, but room hire going up as the building reopened. Expenditure increased slightly.

All reserves are Unrestricted. Included in these are a Designated Fund of £100,000 and a Revaluation Reserve of £2,791,674. The Designated Fund is set aside as an emergency closure reserve. The Revaluation Reserve arose on the revaluation of the property in 2018. General funds now stand at £455,472. There are no Restricted funds.

Investment policy and objectives

The Trustees have considered the most appropriate policy for investing funds and are continuing to monitor the placement of funds.

Reserves policy

Community Base holds financial reserves in order to finance

- an unexpected decrease in rental income
- an unexpected increase in running costs
- capital expenditure to ensure the maintenance of our building and facilities
- an ordered and proper winding up of Community Base should the need arise.

It is the policy of Community Base to maintain immediately accessible reserves of between three and six months revenue expenditure.

Community Base will ensure that all budgets will allow for the building and maintenance of reserves in accordance with this policy. Community Base will review its reserves and its reserves policy at least every calendar year. Variations to this policy, for whatever reason, will be identified and recorded.

Principal risks and uncertainties

The trustees review risks to which the charity is exposed on a regular basis and take action to mitigate these risks.

Every year the trustees review Community Base's assessment of potential risks posed to development of the organisation during the next five year period. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects. To ensure consistent quality of delivery for all operational aspects of the charitable company, these procedures are periodically reviewed to ensure they conform to the Charity's stated aims.

Future plans

The Director will be looking at different ways to keep maintenance costs in check and will be working alongside the trustees on updating Community Base's strategy and business plan. There is a planned rise in the license fee in April 2023 with full consideration of the licensees and the likely funding cuts they will face. The Trustees continue to forge closer relationships with other organisations, the local council and local business.

The trustees will continue to monitor the economic landscape to inform financial decisions and activities.

Community Base remains financially viable and maintains a healthy waiting list based on its reputation for fair rents, good service and a high standard of maintenance which continues with updating furniture in the conference room and introducing a new fob access system.

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2022**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Community Base is a company limited by guarantee, incorporated on 3 November 1995, number 3121688, and registered as a charity on 31 January 1996, number 1052456.

Charity constitution

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles the Trustees are elected at the Annual General Meeting to serve a period of 3 years subject to ratification at each Annual General Meeting.

The Members have guaranteed to contribute a maximum of £1 each in the event of the company being wound up.

Organisational structure

The charity is run by the Board comprising the Trustees who delegate the day to day running to the Principal Officer.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

3121688 (England and Wales)

Registered Charity number

1052456

Registered office

Community Base
113/117 Queens Road
Brighton
East Sussex
BN1 3XG

Trustees

P Evans
R Gentles
H Cydnie (appointed 16/11/2021)

Senior Statutory Auditor

John Thacker FCA DChA

Auditors

Chariot House Limited
Chartered Accountants and Statutory Auditor
44 Grand Parade
Brighton
BN2 9QA

Principal Officer

Olivia Canham

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2022**

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

CafCash Ltd
Kings Hill
West Malling
Kent
ME19 4TA

Triodos Bank NV
Deanery Road
Bristol
BS1 5AS

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

Company law requires the trustees to prepare financial statements for each financial 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 charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Chariot House Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

COMMUNITY BASE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 19th December 2022 and signed on the board's behalf by:

P Evans - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY BASE

Opinion

We have audited the financial statements of Community Base (the 'charitable company') for the year ended 31st March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
COMMUNITY BASE**

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY BASE

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We gained an understanding of the legal and regulatory framework applicable to the charitable company and the industry in which it operates, and considered the risk of acts by the charitable company that were contrary to applicable laws and regulations, including fraud. We identified that the following laws and regulations are central to the charitable company:

- Companies Act 2006
- Charities Act 2011
- Charities SORP 2019
- Health & safety regulations

We did not find any instances of non-compliance or breaches of the legislation framework applicable to the charitable company.

We designed audit procedures to respond to the risk, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

We identified that the following areas were of high risk:

- Completeness of income. We performed various audit tests to ensure that income was not materially understated in the financial statements.
- Management override of controls. We performed various audit tests to ensure there was no material management override of controls

We focussed on laws and regulations which could give rise to a material misstatement in the financial statements, including, but not limited to, the Companies Act 2006, UK tax legislation, Charities Act 2011 and Charities SORP 2019. Our tests included agreeing the financial statement disclosures to underlying supporting documentation, enquiries with management and enquiries of legal counsel when considered necessary. There are inherent limitations in the audit procedures described above and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. We did not identify any key audit matters relating to irregularities, including fraud. As in all our audits, we also addressed the risk of management override of internal controls, including testing journals and evaluating whether there was evidence of management bias by the directors that represented a risk of material misstatement due to fr

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
COMMUNITY BASE**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

John Thacker FCA DChA (Senior Statutory Auditor)
for and on behalf of Chariot House Limited
Chartered Accountants and Statutory Auditor
44 Grand Parade
Brighton
BN2 9QA

Date: 20th December 2022

COMMUNITY BASE**STATEMENT OF FINANCIAL ACTIVITIES**
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2022

		2022 Unrestricted funds £	2021 Unrestricted funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies	2	400	1,000
Charitable activities			
Premises		382,632	352,114
Provision of services		17,305	21,553
Other trading activities	3	32,000	24,000
Investment income	4	61	230
Other income		-	7,690
Total		<u>432,398</u>	<u>406,587</u>
EXPENDITURE ON			
Charitable activities	6		
Premises		210,146	204,549
Administration		144,816	157,129
Financial Costs		63,532	63,429
Provision of services		<u>32,285</u>	<u>19,576</u>
Total		<u>450,779</u>	<u>444,683</u>
NET INCOME/(EXPENDITURE)		(18,381)	(38,096)
RECONCILIATION OF FUNDS			
Total funds brought forward		<u>3,365,527</u>	<u>3,403,623</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>3,347,146</u></u>	<u><u>3,365,527</u></u>

The notes form part of these financial statements

COMMUNITY BASE (REGISTERED NUMBER: 3121688)**BALANCE SHEET**
31ST MARCH 2022

		2022 Unrestricted funds £	2021 Unrestricted funds £
FIXED ASSETS	Notes		
Tangible assets	11	4,941,966	5,001,815
CURRENT ASSETS			
Debtors	12	34,788	126,743
Cash at bank and in hand		<u>257,656</u>	<u>271,735</u>
		292,444	398,478
CREDITORS			
Amounts falling due within one year	13	(168,972)	(268,353)
NET CURRENT ASSETS		<u>123,472</u>	<u>130,125</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		5,065,438	5,131,940
CREDITORS			
Amounts falling due after more than one year	14	(1,718,292)	(1,766,413)
NET ASSETS		<u>3,347,146</u>	<u>3,365,527</u>
FUNDS	17		
Unrestricted funds:			
General fund		455,472	445,320
Designated Fund		100,000	100,000
Revaluation Reserve		<u>2,791,674</u>	<u>2,820,207</u>
		<u>3,347,146</u>	<u>3,365,527</u>
TOTAL FUNDS		<u>3,347,146</u>	<u>3,365,527</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 19th December 2022 and were signed on its behalf by:

P Evans - Trustee

The notes form part of these financial statements

COMMUNITY BASE**CASH FLOW STATEMENT**
FOR THE YEAR ENDED 31ST MARCH 2022

	Notes	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	1	<u>4,366</u>	<u>66,774</u>
Net cash provided by operating activities		<u>4,366</u>	<u>66,774</u>
 Cash flows from investing activities			
Purchase of tangible fixed assets		(18,506)	(89,180)
Interest received		<u>61</u>	<u>230</u>
Net cash used in investing activities		<u>(18,445)</u>	<u>(88,950)</u>
 Change in cash and cash equivalents in the reporting period		 (14,079)	 (22,176)
Cash and cash equivalents at the beginning of the reporting period		<u>271,735</u>	<u>293,911</u>
 Cash and cash equivalents at the end of the reporting period		 <u>257,656</u>	 <u>271,735</u>

The notes form part of these financial statements

COMMUNITY BASE**NOTES TO THE CASH FLOW STATEMENT**
FOR THE YEAR ENDED 31ST MARCH 2022**1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2022 £	2021 £
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(18,381)	(38,096)
Adjustments for:		
Depreciation charges	78,357	74,342
Interest received	(61)	(230)
Decrease/(increase) in debtors	91,955	(82,748)
(Decrease)/increase in creditors	<u>(147,504)</u>	<u>113,506</u>
Net cash provided by operations	<u>4,366</u>	<u>66,774</u>

2. ANALYSIS OF CHANGES IN NET DEBT

	At 1/4/21 £	Cash flow £	At 31/3/22 £
Net cash			
Cash at bank and in hand	<u>271,735</u>	<u>(14,079)</u>	<u>257,656</u>
	<u>271,735</u>	<u>(14,079)</u>	<u>257,656</u>
Debt			
Debts falling due within 1 year	(105,960)	494	(105,466)
Debts falling due after 1 year	<u>(1,766,413)</u>	<u>48,121</u>	<u>(1,718,292)</u>
	<u>(1,872,373)</u>	<u>48,615</u>	<u>(1,823,758)</u>
Total	<u>(1,600,638)</u>	<u>34,536</u>	<u>(1,566,102)</u>

The notes form part of these financial statements

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 2019)', 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, as modified by the revaluation of certain assets.

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future, which includes taking into account any potential impact of the COVID-19 pandemic, and on that basis the charity is considered to be a going concern.

Income

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Grants including grants for the purchase of fixed assets are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

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.

Irrecoverable VAT is shown separately.

Tangible fixed assets

Depreciation is calculated on a straight line basis.

Depreciation is provided to write down the cost or valuation less estimated residual values of tangible fixed assets over their estimated useful lives at annual rates of :

- Freehold Land - Not depreciated.
- Building and Improvements - 2% pa on a straight line basis.
- Other Building Works - 5% pa on a straight line basis
- Electronic Equipment - 20% pa on a straight line basis.
- Website - 10% on a straight line basis
- Fixtures & Fittings - 20% pa on a straight line basis.

Items of equipment are capitalised where the purchase price exceeds £500.

Recognition and measurement

Fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses.

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31ST MARCH 2022**

1. ACCOUNTING POLICIES - continued

Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK Corporation Taxes purposes. Accordingly the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Fund accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

Pensions

The pension cost charge represents the contributions payable by the company to the employees' pension schemes.

Leases

Rentals applicable to operating leases, where substantially all of the benefits and risks of ownership remain with the lessor, are charged on a straight-line basis over the lease term.

2. DONATIONS AND LEGACIES

	2022	2021
	£	£
Grants	<u>400</u>	<u>1,000</u>

Grants received, included in the above, are as follows:

	2022	2021
	£	£
Chalk Cliff Trust	-	1,000
Brighton and Hove City Council	<u>400</u>	<u>-</u>
	<u>400</u>	<u>1,000</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2022**3. OTHER TRADING ACTIVITIES**

	2022	2021
	£	£
Advertising	<u>32,000</u>	<u>24,000</u>

4. INVESTMENT INCOME

	2022	2021
	£	£
Deposit account interest	<u>61</u>	<u>230</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2022	2021
		£	£
Rental Income	Premises	335,923	330,062
Room Hire	Premises	29,667	5,560
Storage	Premises	433	587
Parking	Premises	16,609	15,905
Recharge of services	Provision of services	<u>17,305</u>	<u>21,553</u>
		<u>399,937</u>	<u>373,667</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7) £
Premises	210,146
Administration	144,816
Financial Costs	63,532
Provision of services	<u>32,285</u>
	<u>450,779</u>

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2022

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2022	2021
	£	£
Staff costs	108,638	99,658
Light and Heat	43,367	33,204
Cleaning and Recycling	16,323	8,990
Rates and Water	1,254	3,897
Building Maintenance	59,365	83,843
Service Contracts	11,096	11,419
Insurance	9,546	9,223
Administration and Services	14,162	8,801
Telephone, Copying and Postage Services	28,067	20,354
Sundry Expenses	2,037	1,678
Irrecoverable VAT	13,093	24,852
Legal and professional	1,942	993
Bookkeeping	6,809	6,332
Mortgage interest	53,423	53,397
Auditor's fee	3,300	3,700
Depreciation	78,357	74,342
	<u>450,779</u>	<u>444,683</u>

8. NET INCOME/(EXPENDITURE)

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

	2022	2021
	£	£
Depreciation - owned assets	78,355	74,342
Auditor's fee - audit services	2,300	2,700
Auditor's fee - non audit services	<u>1,000</u>	<u>1,000</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2022 nor for the year ended 31st March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2022 nor for the year ended 31st March 2021.

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2022**10. STAFF COSTS**

	2022	2021
	£	£
Wages and salaries	101,371	92,071
Social security costs	3,245	3,208
Other pension costs	<u>4,022</u>	<u>4,379</u>
	<u>108,638</u>	<u>99,658</u>

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

	2022	2021
Average	<u>4</u>	<u>5</u>

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

Average number of employees on a Full Time equivalent basis was 3 (2021: 3).

Key management personnel remuneration amounted to £44,176 (2021: £43,157).

11. TANGIBLE FIXED ASSETS

	Freehold land £	Property and improvement £	Electronic Equipment £
COST			
At 1st April 2021	1,717,000	3,466,722	96,719
Additions	<u>-</u>	<u>2,980</u>	<u>1,210</u>
At 31st March 2022	<u>1,717,000</u>	<u>3,469,702</u>	<u>97,929</u>
DEPRECIATION			
At 1st April 2021	-	209,777	96,719
Charge for year	<u>-</u>	<u>73,346</u>	<u>-</u>
At 31st March 2022	<u>-</u>	<u>283,123</u>	<u>96,719</u>
NET BOOK VALUE			
At 31st March 2022	<u>1,717,000</u>	<u>3,186,579</u>	<u>1,210</u>
At 31st March 2021	<u>1,717,000</u>	<u>3,256,945</u>	<u>-</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2022**11. TANGIBLE FIXED ASSETS - continued**

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1st April 2021	44,927	25,878	5,351,246
Additions	<u>-</u>	<u>14,316</u>	<u>18,506</u>
At 31st March 2022	<u>44,927</u>	<u>40,194</u>	<u>5,369,752</u>
DEPRECIATION			
At 1st April 2021	42,935	-	349,431
Charge for year	<u>995</u>	<u>4,014</u>	<u>78,355</u>
At 31st March 2022	<u>43,930</u>	<u>4,014</u>	<u>427,786</u>
NET BOOK VALUE			
At 31st March 2022	<u>997</u>	<u>36,180</u>	<u>4,941,966</u>
At 31st March 2021	<u>1,992</u>	<u>25,878</u>	<u>5,001,815</u>

The Freehold Land and Building was re-valued in December 2018 by Flude Commercial, Chartered Surveyors , and this value was included in the accounts for the year ended 31 March 2019.

The historical cost of Freehold Land and Building, originally purchased in 1998 for £699,467, is £2,144,196.

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Debtors arising on direct activities	13,480	105,383
Prepayments	<u>21,308</u>	<u>21,360</u>
	<u>34,788</u>	<u>126,743</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2022**13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022	2021
	£	£
Bank loans and overdrafts (see note 15)	105,466	105,960
Creditors arising on direct activities	20,871	39,338
Social security and other taxes	1,211	1,866
VAT	1,484	737
Other creditors	28,016	28,266
Accruals and deferred income	<u>11,924</u>	<u>92,186</u>
	<u>168,972</u>	<u>268,353</u>

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

	2022	2021
	£	£
Bank loans (see note 15)	<u>1,718,292</u>	<u>1,766,413</u>

15. LOANS

An analysis of the maturity of loans is given below:

	2022	2021
	£	£
Amounts falling due within one year on demand:		
Bank loans	<u>105,466</u>	<u>105,960</u>
Amounts falling due between two and five years:		
Bank loans - 2-5 years	<u>422,613</u>	<u>448,577</u>
Amounts falling due in more than five years:		
Repayable by instalments:		
Bank loans payable after more 5 years by instalments	<u>1,295,679</u>	<u>1,317,836</u>

There are 3 bank loans in place, 2 of which are scheduled to be repaid in 2032, and 1 in 2039.

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2022**16. SECURED DEBTS**

The following secured debts are included within creditors:

	2022 £	2021 £
Bank loans	<u>1,823,758</u>	<u>1,872,373</u>

The loans are secured by legal charges over the property.

17. MOVEMENT IN FUNDS

	At 1/4/21 £	Net movement in funds £	At 31/3/22 £
Unrestricted funds			
General fund	445,320	10,152	455,472
Designated Fund	100,000	-	100,000
Revaluation Reserve	<u>2,820,207</u>	<u>(28,533)</u>	<u>2,791,674</u>
	<u>3,365,527</u>	<u>(18,381)</u>	<u>3,347,146</u>
TOTAL FUNDS	<u>3,365,527</u>	<u>(18,381)</u>	<u>3,347,146</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	432,398	(422,246)	10,152
Revaluation Reserve	<u>-</u>	<u>(28,533)</u>	<u>(28,533)</u>
	<u>432,398</u>	<u>(450,779)</u>	<u>(18,381)</u>
TOTAL FUNDS	<u>432,398</u>	<u>(450,779)</u>	<u>(18,381)</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2022**17. MOVEMENT IN FUNDS - continued****Comparatives for movement in funds**

	At 1/4/20 £	Net movement in funds £	At 31/3/21 £
Unrestricted funds			
General fund	454,884	(9,564)	445,320
Designated Fund	100,000	-	100,000
Revaluation Reserve	<u>2,848,739</u>	<u>(28,532)</u>	<u>2,820,207</u>
	<u>3,403,623</u>	<u>(38,096)</u>	<u>3,365,527</u>
TOTAL FUNDS	<u><u>3,403,623</u></u>	<u><u>(38,096)</u></u>	<u><u>3,365,527</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	406,587	(416,151)	(9,564)
Revaluation Reserve	<u>-</u>	<u>(28,532)</u>	<u>(28,532)</u>
	<u>406,587</u>	<u>(444,683)</u>	<u>(38,096)</u>
TOTAL FUNDS	<u><u>406,587</u></u>	<u><u>(444,683)</u></u>	<u><u>(38,096)</u></u>

The Designated Fund is set aside as an emergency closure reserve. The Revaluation Reserve arose on the revaluation of the property in 2018.

18. RELATED PARTY DISCLOSURES

The following current or former Trustees have the following relationship with Community Base:

Employees of tenants of Community Base :

Paul Evans - NHS Support Federation.

Sarah Archer - Assert

Partner is an employee of a tenant of Community Base

Robert Gentles - Friends Families and Travellers

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2022

19. COMPANY LIMITED BY GUARANTEE

The Charity has no share capital but instead is limited by guarantee, each member being committed to contribute a maximum of £1 in the event of a winding up during the time that they are members or within 12 months afterwards.

COMMUNITY BASE

England & Wales - Charity number 1052456

Accounts

REGISTERED COMPANY NUMBER: 3121688 (England and Wales)
REGISTERED CHARITY NUMBER: 1052456

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021
FOR
COMMUNITY BASE
(A COMPANY LIMITED BY GUARANTEE)

Chariot House Limited
Chartered Accountants
44 Grand Parade
Brighton
East Sussex
BN2 9QA

COMMUNITY BASE

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FOR THE YEAR ENDED 31ST MARCH 2021

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COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2021**

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 31st March 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 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Community Base's 1995 memorandum of association states Community Base's objects as promoting "any charitable purpose for the benefit of the inhabitants of Sussex and beyond without distinction of sex, race, disability, sexuality or political, religious or other convictions by the provision of accommodation and equipment and services to charities and voluntary organisations engaged in the furthering of charitable purposes."

Since its founding, Community Base's main activity has been the provision of good quality, affordable accommodation and associated services to charities and community groups in its central Brighton building. We have also provided meeting space and a range of free information services to the local community and voluntary sector.

Community Base has been in full occupation since 1998 and has become a vital resource for the community of Brighton and Hove.

Public benefit

In shaping our objectives and planning our activities for the year, the Trustees have given consideration to the duties set out in section 17(5) of the Charities Act 2011 to have due regard to public benefit. In particular, the Trustees have considered how the planned activities will contribute to the overall aims and objectives that they have set.

The Trustees believe that the preceding paragraphs, specifically on the "Objectives and Activities" and "Achievements and Performance" for the year, relate in detail the benefit that the charity provides to the public.

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2021**

STRATEGIC REPORT

Achievement and performance

Charitable activities

Community Base is a charity providing a home for, and services to, community and voluntary groups in Brighton and Hove. We use income from affordable rent and services to repay a mortgage on our seven floor building in central Brighton and meet our running costs. In 2020/21 we provided over 40 charities and community groups with accommodation and over 150 such groups with meeting space as well as 40 charitable groups with a postal address.

This year, as with all organisations, has been difficult with the continuing pandemic. Community Base received a capital repayment holiday on our loans from Triodos which meant we could give a 25% discount throughout the 20/21 financial year. This discount helped maintain organisations within the building and only one organisation was lost due to the pandemic. The building has remained at full capacity and has a healthy waiting list with frequent enquiries about our office space. Although reception was closed the building remained open for those organisations delivering services for urgent need. Covid-19 has had a serious affect in 2020 on meeting room income but bookings had started to recover by April 2021. The trustees and Director are continuously monitoring the situation and planning for the future if the trend for home working continues.

Improvements to the website continue with a new online booking system and the development of a marketplace primarily to take our Christmas Craft Fair online. Community Base continues licensees in the building continuing help in reconfiguring and updating space to suit need, especially in these difficult times.

Community Base runs four online information services - Brighton and Hove volunteer search, Brighton and Hove Job Search, Brighton and Hove service search and Brighton and Hove venue search - that help people find local volunteer opportunities, access help-lines and community services and get in touch with venues for hire Brighton & Hove Job Search is our most popular search with 1,500 subscribers to the daily jobs email.

Our reception provides information about groups at Community Base and many other matters to the general public. We publish an annual free copy of our poster guide to local services and distribute it widely across Brighton and Hove and through our reception

Community Base is a truly multicultural community centre, providing a home to groups offering real help to local black and minority ethnic communities alongside groups providing services to the wider community.

The friendly, supportive environment provided by Community Base allows a wide range of groups, large and small, to work together, sharing their expertise and providing much needed services. The diversity of these services reflects the variety of local need - groups are involved with homeless people, people with learning disabilities, bereaved people, carers, volunteers, refugees, community activists, travellers and many others.

Community Base is committed to ensuring the existence of a strong, independent and diverse community and voluntary sector as an essential element of a democratic society. Community Base is also committed to reducing its carbon footprint and has reduced its energy use every year since 2005 as well as recycling as much as possible within the building.

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2021**

STRATEGIC REPORT

Financial review

Financial position

The net outgoing resources for the year amounted to £38,096 (2020: incoming £57,753).

Income remained constant, allowing for the above mentioned discount, with the building being in full occupation following the completion of the major building works. Expenditure decreased due to less Building maintenance being needed.

All reserves are Unrestricted. Included in these are a Designated Fund of £100,000 and a Revaluation Reserve of £2,820,207. The Designated Fund is set aside as an emergency closure reserve. The Revaluation Reserve arose on the revaluation of the property in 2018. General funds now stand at £445,320. There are no Restricted funds.

Investment policy and objectives

The Trustees have considered the most appropriate policy for investing funds and are continuing to monitor the placement of funds.

Reserves policy

Community Base holds financial reserves in order to finance

- an unexpected decrease in rental income
- an unexpected increase in running costs
- capital expenditure to ensure the maintenance of our building and facilities
- an ordered and proper winding up of Community Base should the need arise.

It is the policy of Community Base to maintain immediately accessible reserves of between three and six months revenue expenditure.

Community Base will ensure that all budgets will allow for the building and maintenance of reserves in accordance with this policy. Community Base will review its reserves and its reserves policy at least every calendar year. Variations to this policy, for whatever reason, will be identified and recorded.

Principal risks and uncertainties

The trustees review risks to which the charity is exposed on a regular basis and take action to mitigate these risks.

Every year the trustees review Community Base's assessment of potential risks posed to development of the organisation during the next five year period. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects. To ensure consistent quality of delivery for all operational aspects of the charitable company, these procedures are periodically reviewed to ensure they conform to the Charity's stated aims.

Future plans

The Trustees will be looking at different ways to use the space in the building in the light of the continuing pandemic. It is likely that there will be a drop in office use as home working becomes more common and initiatives for hotdesking and virtual offices will be put in place if space cannot be filled. Work will also continue on developing the website after the success of the online Christmas marketplace with the possibility of making the marketplace permanent and adding to the search databases. The Trustees will also be looking at closer partnerships with other organisations, the local council and local business.

Community Base remains financially viable and maintains a healthy waiting list based on its reputation for fair rents, good service and a high standard of maintenance which continues with updating safety systems with a new fire alarm system being installed in 2021.

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2021**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Community Base is a company limited by guarantee, incorporated on 3 November 1995, number 3121688, and registered as a charity on 31 January 1996, number 1052456.

Charity constitution

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles the Trustees are elected at the Annual General Meeting to serve a period of 3 years subject to ratification at each Annual General Meeting.

The Members have guaranteed to contribute a maximum of £1 each in the event of the company being wound up.

Organisational structure

The charity is run by the Board comprising the Trustees who delegate the day to day running to the Principal Officer.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

3121688 (England and Wales)

Registered Charity number

1052456

Registered office

Community Base
113/117 Queens Road
Brighton
East Sussex
BN1 3XG

Trustees

P Evans
S Kane
R Gentles
F Gustafsson (resigned 27/10/2020)
S Archer

Senior Statutory Auditor

John Thacker FCA DChA

Auditors

Chariot House Limited
Chartered Accountants
44 Grand Parade
Brighton
East Sussex
BN2 9QA

Principal Officer

Olivia Canham

COMMUNITY BASE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2021**

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

CafCash Ltd
Kings Hill
West Malling
Kent
ME19 4TA

Triodos Bank NV
Deanery Road
Bristol
BS1 5AS

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

Company law requires the trustees to prepare financial statements for each financial 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 charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Chariot House Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

COMMUNITY BASE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 20th December 2021 and signed on the board's behalf by:

P Evans - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY BASE

Opinion

We have audited the financial statements of Community Base (the 'charitable company') for the year ended 31st March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
COMMUNITY BASE**

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY BASE

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We gained an understanding of the legal and regulatory framework applicable to the charitable company and the industry in which it operates, and considered the risk of acts by the charitable company that were contrary to applicable laws and regulations, including fraud. We identified that the following laws and regulations are central to the charitable company:

- Companies Act 2006
- Charities Act 2011
- Charities SORP 2019
- Health & safety regulations

We did not find any instances of non-compliance or breaches of the legislation framework applicable to the charitable company.

We designed audit procedures to respond to the risk, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

We identified that the following areas were of high risk:

- Completeness of income. We performed various audit tests to ensure that income was not materially understated in the financial statements.
- Management override of controls. We performed various audit tests to ensure there was no material management override of controls

We focussed on laws and regulations which could give rise to a material misstatement in the financial statements, including, but not limited to, the Companies Act 2006, UK tax legislation, Charities Act 2011 and Charities SORP 2019. Our tests included agreeing the financial statement disclosures to underlying supporting documentation, enquiries with management and enquiries of legal counsel when considered necessary. There are inherent limitations in the audit procedures described above and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. We did not identify any key audit matters relating to irregularities, including fraud. As in all our audits, we also addressed the risk of management override of internal controls, including testing journals and evaluating whether there was evidence of management bias by the directors that represented a risk of material misstatement due to fraud.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
COMMUNITY BASE**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

John Thacker FCA DChA (Senior Statutory Auditor)
for and on behalf of Chariot House Limited
Chartered Accountants and Statutory Auditor
44 Grand Parade
Brighton
East Sussex
BN2 9QA

Date: 21st December 2021

COMMUNITY BASE**STATEMENT OF FINANCIAL ACTIVITIES**
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2021

		2021 Unrestricted funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies	2	1,000	-
Charitable activities	5		
Premises		352,114	480,139
Provision of services		21,553	32,342
Other trading activities	3	24,000	32,000
Investment income	4	230	708
Other income		7,690	-
Total		406,587	545,189
EXPENDITURE ON			
Charitable activities	6		
Premises		204,549	230,007
Administration		157,129	152,299
Financial Costs		63,429	72,370
Provision of services		19,576	32,760
Total		444,683	487,436
NET INCOME/(EXPENDITURE)		(38,096)	57,753
RECONCILIATION OF FUNDS			
Total funds brought forward		3,403,623	3,345,870
TOTAL FUNDS CARRIED FORWARD		<u>3,365,527</u>	<u>3,403,623</u>

The notes form part of these financial statements

COMMUNITY BASE (REGISTERED NUMBER: 3121688)**BALANCE SHEET**
31ST MARCH 2021

		2021 Unrestricted funds £	2020 Total funds £
FIXED ASSETS	Notes		
Tangible assets	11	5,001,815	4,986,977
CURRENT ASSETS			
Debtors	12	126,743	43,995
Cash at bank and in hand		<u>271,735</u>	<u>293,911</u>
		398,478	337,906
CREDITORS			
Amounts falling due within one year	13	<u>(268,353)</u>	<u>(44,658)</u>
NET CURRENT ASSETS		<u>130,125</u>	<u>293,248</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		5,131,940	5,280,225
CREDITORS			
Amounts falling due after more than one year	14	<u>(1,766,413)</u>	<u>(1,876,602)</u>
NET ASSETS		<u><u>3,365,527</u></u>	<u><u>3,403,623</u></u>
FUNDS	17		
Unrestricted funds		<u>3,365,527</u>	<u>3,403,623</u>
TOTAL FUNDS		<u><u>3,365,527</u></u>	<u><u>3,403,623</u></u>

The financial statements were approved by the Board of Trustees and authorised for issue on 20th December 2021 and were signed on its behalf by:

P Evans - Trustee

The notes form part of these financial statements

COMMUNITY BASE**CASH FLOW STATEMENT**
FOR THE YEAR ENDED 31ST MARCH 2021

	Notes	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	1	<u>66,774</u>	<u>2,289</u>
Net cash provided by operating activities		<u>66,774</u>	<u>2,289</u>
 Cash flows from investing activities			
Purchase of tangible fixed assets		(89,180)	(70,420)
Interest received		<u>230</u>	<u>708</u>
Net cash used in investing activities		<u>(88,950)</u>	<u>(69,712)</u>
Change in cash and cash equivalents in the reporting period		(22,176)	(67,423)
Cash and cash equivalents at the beginning of the reporting period		<u>293,911</u>	<u>361,334</u>
 Cash and cash equivalents at the end of the reporting period		<u>271,735</u>	<u>293,911</u>

The notes form part of these financial statements

COMMUNITY BASE**NOTES TO THE CASH FLOW STATEMENT**
FOR THE YEAR ENDED 31ST MARCH 2021**1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2021 £	2020 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(38,096)	57,753
Adjustments for:		
Depreciation charges	74,342	71,868
Interest received	(230)	(708)
Increase in debtors	(82,748)	(13,942)
Increase/(decrease) in creditors	<u>113,506</u>	<u>(112,682)</u>
Net cash provided by operations	<u>66,774</u>	<u>2,289</u>

2. ANALYSIS OF CHANGES IN NET DEBT

	At 1/4/20 £	Cash flow £	At 31/3/21 £
Net cash			
Cash at bank and in hand	<u>293,911</u>	<u>(22,176)</u>	<u>271,735</u>
	<u>293,911</u>	<u>(22,176)</u>	<u>271,735</u>
Debt			
Debts falling due within 1 year	-	(105,960)	(105,960)
Debts falling due after 1 year	<u>(1,876,602)</u>	<u>110,189</u>	<u>(1,766,413)</u>
	<u>(1,876,602)</u>	<u>4,229</u>	<u>(1,872,373)</u>
Total	<u>(1,582,691)</u>	<u>(17,947)</u>	<u>(1,600,638)</u>

The notes form part of these financial statements

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 2019)', 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, as modified by the revaluation of certain assets.

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future, which includes taking into account any potential impact of the COVID-19 pandemic, and on that basis the charity is considered to be a going concern.

Income

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Grants including grants for the purchase of fixed assets are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

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.

Irrecoverable VAT is shown separately.

Tangible fixed assets

Depreciation is calculated on a straight line basis.

Depreciation is provided to write down the cost or valuation less estimated residual values of tangible fixed assets over their estimated useful lives at annual rates of :

- Freehold Land - Not depreciated.
- Building and Improvements - 2% pa on a straight line basis.
- Electronic Equipment - 20% pa on a straight line basis.
- Fixtures & Fittings - 20% pa on a straight line basis.

Items of equipment are capitalised where the purchase price exceeds £500.

Recognition and measurement

Fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses.

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31ST MARCH 2021**

1. ACCOUNTING POLICIES - continued

Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK Corporation Taxes purposes. Accordingly the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Fund accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

Pensions

The pension cost charge represents the contributions payable by the company to the employees' pension schemes.

Leases

Rentals applicable to operating leases, where substantially all of the benefits and risks of ownership remain with the lessor, are charged on a straight-line basis over the lease term.

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Grants	<u>1,000</u>	<u>-</u>

Grants received, included in the above, are as follows:

	2021	2020
	£	£
Chalk Cliff Trust	<u>1,000</u>	<u>-</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2021**3. OTHER TRADING ACTIVITIES**

	2021	2020
	£	£
Advertising	<u>24,000</u>	<u>32,000</u>

4. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	<u>230</u>	<u>708</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2021	2020
		£	£
Rental Income	Premises	330,062	415,296
Room Hire	Premises	5,560	45,643
Storage	Premises	587	883
Parking	Premises	15,905	18,317
Recharge of services	Provision of services	<u>21,553</u>	<u>32,342</u>
		<u>373,667</u>	<u>512,481</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7) £
Premises	204,549
Administration	157,129
Financial Costs	63,429
Provision of services	<u>19,576</u>
	<u>444,683</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2021**7. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2021	2020
	£	£
Staff costs	99,658	102,668
Light and Heat	33,204	38,227
Cleaning and Recycling	8,990	27,838
Rates and Water	3,897	20,269
Building Maintenance	83,843	58,508
Service Contracts	11,419	13,297
Insurance	9,223	7,408
Administration and Services	8,801	13,629
Telephone, Copying and Postage Services	20,354	32,760
Sundry Expenses	1,678	1,672
Irrecoverable VAT	24,852	25,513
Legal and professional	993	1,409
Bookkeeping	6,332	5,366
Mortgage interest	53,397	62,279
Auditor's fee	3,700	4,725
Depreciation	74,342	71,868
	<u>444,683</u>	<u>487,436</u>

8. NET INCOME/(EXPENDITURE)

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

	2021	2020
	£	£
Depreciation - owned assets	74,342	71,868
Auditor's fee - audit services	2,700	3,250
Auditor's fee - non audit services	<u>1,000</u>	<u>1,475</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2021 nor for the year ended 31st March 2020.

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2021**10. STAFF COSTS**

	2021	2020
	£	£
Wages and salaries	92,071	93,127
Social security costs	3,208	4,107
Other pension costs	4,379	5,434
	<u>99,658</u>	<u>102,668</u>

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

	2021	2020
	<u>5</u>	<u>5</u>
Average		

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

Average number of employees on a Full Time equivalent basis was 3 (2020: 3).

Key management personnel remuneration amounted to £43,157 (2020: £43,193).

11. TANGIBLE FIXED ASSETS

	Freehold property £	Improvements to property £	Electronic Equipment £
COST			
At 1st April 2020	1,717,000	3,395,178	96,719
Additions	<u>-</u>	<u>71,544</u>	<u>-</u>
At 31st March 2021	<u>1,717,000</u>	<u>3,466,722</u>	<u>96,719</u>
DEPRECIATION			
At 1st April 2020	-	136,431	96,719
Charge for year	<u>-</u>	<u>73,346</u>	<u>-</u>
At 31st March 2021	<u>-</u>	<u>209,777</u>	<u>96,719</u>
NET BOOK VALUE			
At 31st March 2021	<u>1,717,000</u>	<u>3,256,945</u>	<u>-</u>
At 31st March 2020	<u>1,717,000</u>	<u>3,258,747</u>	<u>-</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2021**11. TANGIBLE FIXED ASSETS - continued**

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1st April 2020	44,927	8,242	5,262,066
Additions	<u>-</u>	<u>17,636</u>	<u>89,180</u>
At 31st March 2021	<u>44,927</u>	<u>25,878</u>	<u>5,351,246</u>
DEPRECIATION			
At 1st April 2020	41,939	-	275,089
Charge for year	<u>996</u>	<u>-</u>	<u>74,342</u>
At 31st March 2021	<u>42,935</u>	<u>-</u>	<u>349,431</u>
NET BOOK VALUE			
At 31st March 2021	<u>1,992</u>	<u>25,878</u>	<u>5,001,815</u>
At 31st March 2020	<u>2,988</u>	<u>8,242</u>	<u>4,986,977</u>

The Freehold Land and Building was re-valued in December 2018 by Flude Commercial, Chartered Surveyors , and this value was included in the accounts for the year ended 31 March 2019.

The historical cost of Freehold Land and Building, originally purchased in 1998 for £699,467, is £2,144,196.

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Debtors arising on direct activities	105,383	21,352
Prepayments and accrued income	-	7,330
Prepayments	<u>21,360</u>	<u>15,313</u>
	<u>126,743</u>	<u>43,995</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2021**13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021	2020
	£	£
Bank loans and overdrafts (see note 15)	105,960	-
Creditors arising on direct activities	39,338	10,699
Social security and other taxes	1,866	175
VAT	737	852
Other creditors	28,266	27,125
Accruals and deferred income	<u>92,186</u>	<u>5,807</u>
	<u>268,353</u>	<u>44,658</u>

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

	2021	2020
	£	£
Bank loans (see note 15)	<u>1,766,413</u>	<u>1,876,602</u>

15. LOANS

An analysis of the maturity of loans is given below:

	2021	2020
	£	£
Amounts falling due within one year on demand:		
Bank loans	<u>105,960</u>	<u>-</u>
Amounts falling due between two and five years:		
Bank loans - 2-5 years	<u>448,577</u>	<u>438,855</u>
Amounts falling due in more than five years:		
Repayable by instalments:		
Bank loans payable after more than 5 years by instalments	<u>1,317,836</u>	<u>1,437,747</u>

There are 3 bank loans in place, 2 of which are scheduled to be repaid in 2031, and 1 in 2038.

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2021**16. SECURED DEBTS**

The following secured debts are included within creditors:

	2021 £	2020 £
Bank loans	<u>1,872,373</u>	<u>1,876,602</u>

The loans are secured by legal charges over the property.

17. MOVEMENT IN FUNDS

	At 1/4/20 £	Net movement in funds £	At 31/3/21 £
Unrestricted funds			
General fund	454,884	(9,564)	445,320
Designated Fund	100,000	-	100,000
Revaluation Reserve	<u>2,848,739</u>	<u>(28,532)</u>	<u>2,820,207</u>
	<u>3,403,623</u>	<u>(38,096)</u>	<u>3,365,527</u>
TOTAL FUNDS	<u>3,403,623</u>	<u>(38,096)</u>	<u>3,365,527</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	406,587	(416,151)	(9,564)
Revaluation Reserve	<u>-</u>	<u>(28,532)</u>	<u>(28,532)</u>
	<u>406,587</u>	<u>(444,683)</u>	<u>(38,096)</u>
TOTAL FUNDS	<u>406,587</u>	<u>(444,683)</u>	<u>(38,096)</u>

COMMUNITY BASE**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST MARCH 2021**17. MOVEMENT IN FUNDS - continued****Comparatives for movement in funds**

	At 1/4/19 £	Net movement in funds £	At 31/3/20 £
Unrestricted funds			
General fund	368,598	86,286	454,884
Designated Fund	100,000	-	100,000
Revaluation Reserve	<u>2,877,272</u>	<u>(28,533)</u>	<u>2,848,739</u>
	<u>3,345,870</u>	<u>57,753</u>	<u>3,403,623</u>
TOTAL FUNDS	<u><u>3,345,870</u></u>	<u><u>57,753</u></u>	<u><u>3,403,623</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	545,189	(458,903)	86,286
Revaluation Reserve	<u>-</u>	<u>(28,533)</u>	<u>(28,533)</u>
	<u>545,189</u>	<u>(487,436)</u>	<u>57,753</u>
TOTAL FUNDS	<u><u>545,189</u></u>	<u><u>(487,436)</u></u>	<u><u>57,753</u></u>

The Designated Fund is set aside as an emergency closure reserve. The Revaluation Reserve arose on the revaluation of the property in 2018.

COMMUNITY BASE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021

18. RELATED PARTY DISCLOSURES

The following current or former Trustees have the following relationship with Community Base:

Employees of tenants of Community Base :

Paul Evans - NHS Support Federation.

Sarah Archer - Assert

Partner is an employee of a tenant of Community Base

Robert Gentles - Friends Families and Travellers

19. COMPANY LIMITED BY GUARANTEE

The Charity has no share capital but instead is limited by guarantee, each member being committed to contribute a maximum of £1 in the event of a winding up during the time that they are members or within 12 months afterwards.