

**EMMAUS TRANSFORMATION TRUST LIMITED**

**(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES REPORT AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31ST MARCH 2021**

**CHARITY REGISTRATION No: 1069902**

**COMPANY REGISTRATION No: 03549934**

**EMMAUS TRANSFORMATION TRUST LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

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**EMMAUS TRANSFORMATION TRUST LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS  
FOR THE YEAR ENDED 31 MARCH 2021**

**REFERENCE AND ADMINISTRATIVE INFORMATION**

<b>CHARITY NAME</b>	Emmaus Transformation Trust Limited
<b>WORKING NAMES</b>	The Lighthouse Woking Vineyard Christian Fellowship Woking Vineyard
<b>CHARITY NUMBER</b>	1069902
<b>COMPANY REGISTRATION NUMBER</b>	3549934
<b>START OF FINANCIAL YEAR</b>	1st April 2020
<b>END OF FINANCIAL YEAR</b>	31st March 2021
<b>TRUSTEES THAT SERVED DURING THE YEAR TO 31 MARCH 2021</b>	Mr Peter Keynes Chair, Company Secretary Mr Scot Bower Mr Ian Nicholson
<b>COMPANY SECRETARY</b>	Mr Peter Keynes
<b>REGISTERED ADDRESS</b>	The Lighthouse 8-10 High Street Woking Surrey GU21 6BG
<b>DATE OF INCORPORATION</b>	21st April 1998
<b>GOVERNING DOCUMENT</b>	Memorandum and Articles of Association
<b>BANKERS</b>	HSBC Bank Plc 6 Commercial Road Woking Surrey GU21 6EZ
<b>INDEPENDENT EXAMINERS</b>	Independent Examiners Limited Unit 2 The Broadbridge Business Centre Delling Lane Bosham PO18 8NF

**EMMAUS TRANSFORMATION TRUST LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

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

The trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

**Objectives**

Emmaus Transformation Trust Limited has the objects set out here:

- 1 The furtherance of religious or secular public education.
2. The advancement of the Christian faith including missionary activities in the United Kingdom.
3. The relief of the poor and needy.
4. The relief of the sick and elderly.
5. Such other charitable objects and for the benefit of such other charitable bodies and institutions.

**Achievement and Performance**

**SUMMARY**

**Emmaus Transformation Trust (ETT) primarily operates through growing hubs called Lighthouses which serves the community, seeking to transform lives through kindness, belief and hope.**

**APRIL 2020 – MARCH 2021**

During this period The Lighthouse ran 18 projects, via three full-time and 11 part-time staff members, 22 project leaders, and over 300 dedicated volunteers. Throughout the pandemic we worked with 111 referral partners and front-line agencies (doctors, social workers, churches, health visitors etc), serving 8,162 beneficiaries across Woking Borough and beyond.

**Spring 2020**

In March, The Lighthouse closed its doors for the national lockdown, adapting to home deliveries, and taking our projects online wherever possible.

We launched a 'Love Your Neighbour' campaign with Emmaus Rd Church, to help our community through the pandemic, and we took on tens of volunteers to replace those shielding or home schooling.

Nurture began running Zoom wellbeing workshops, we provided hundreds of care calls, and Foodbank received a visit to its warehouse from the Countess of Wessex.

**Summer 2020**

In the summer term, Jigsaw distributed hundreds of emergency packs of nappies, wipes and formula, activity packs and newborn bundles.

Jigsaw ran a 'Back to School' initiative in July, providing school shoes/equipment packs for children.

We completed our new Lighthouse on the Barnsbury estate in Woking, and outfitted a Mobile Cafe, to reach isolated communities with ice cream during the warm weather!

**Autumn 2020**

In October we were able to re-open our doors for (social distanced) 1:1s with the local community. Woking Foodbank moved to a new warehouse, expanding provision as demand increased.

We created a beautiful 'Winterland' experience in November and received a second visit from the Countess of Wessex, who helped us to create care packages and Christmas Kindness parcels.

We also set up a Community Money Advice Centre to support individuals with debt and budgeting advice, as well as 'LaunchPad', a career coaching project.

In December we started delivering Christmas Hampers/supermarket gift cards through Foodbank, delivered Christmas Kindness parcels through Jigsaw, and hundreds of Christmas Dinner Boxes and Bags of Comfort & Cheer to those who were isolated.

**EMMAUS TRANSFORMATION TRUST LIMITED  
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**TRUSTEES REPORT (continued)  
FOR THE YEAR ENDED 31 MARCH 2021**

**Winter 2021**

We continued to work with refugees, and furnished homes for new tenants with Woking Borough Council. We also gave hundreds of care packages to NHS workers and schools.

In January we began providing men's clothing and helped those in need of clothing with Esteem Ahead.

In February, Jigsaw ran our first ever Lockdown Survival Kit parenting sessions. 'Toddler Time' Zoom mums and toddler groups were launched in March.

**Achievements and Performance**

**Woking Foodbank**

6,837 vouchers processed for emergency food supplies during this period

3,894 adults and 2,943 children

95 volunteers

111 referral partners

50+ tonnes of food

1 new, much bigger warehouse

267 Christmas Hampers and supermarket gift cards given out in December 2020

*"I have been out of work for a long time now, the Foodbank has been amazing and this really does mean so much"*

**Jigsaw**

1,100 supported

369 families & 744 children supported in 2020, and 59 families supported between January – March 2021

591 home deliveries

671 support packages & 518 emergency packs

129 Back to School packs

30 took part in parenting courses

*"The Lighthouse and Jigsaw have been awesome in supporting our whole school community as we are quite a high need area and really couldn't do it without the help we get from you :)"*

**Nurture**

82 wellbeing workshops

100s of care calls

Over 50 women supported

1 new prayer group established

48 Bible Study sessions over the year

*"The team in Nurture have been instrumental in helping me to move forward."*

**LaunchPad**

39 took part in LaunchPad careers coaching & workshops since launching in November 2020. Includes 1:1 coaching, group workings and weekly CV clinics.

7 took part in Jobs Club courses

*"Such projects as Launchpad, coming from the Lighthouse, really changed my whole outlook. It makes me feel part of the Church again, being helped so I can help and add my little candlelight back to the world."*

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**TRUSTEES REPORT (continued)  
FOR THE YEAR ENDED 31 MARCH 2021**

**Mobile Café**

350 ice cream given out during the pandemic

**Chat & Support**

500+ visits to Winterland for 1:1s & to pick up parcels

46 individuals supported with 1:1s during lockdown 2.0

163 meals served through GoRendang to raise funds for refugees

**Christmas**

1,142 people supported at Christmas

25 Christmas Kindness parcels

267 Christmas Hampers through Foodbank

350 Bags of Comfort & Cheer

100 Christmas Dinner Boxes

**Royal Visits**

4 volunteering visits from the Countess of Wessex during this period!

**Community Money Advice**

Launched in November 2020 to support individuals with debt relief and budgeting support

21 individuals supported in depth and 1:1 between November 2020 and March 2021.

£23,359 avoidable debt was written off during this period

*"Everybody should take these workshops at some point in their life. I could have done with doing these workshops sooner. I'm one who waited too long."*

**Homeless Support**

59 vulnerable households were refurbished with a bed, table and chairs for new Woking Borough Council tenants between Nov 20 - Mar 21

A team of WBC/LH staff equipped to deliver tenancy training for new vulnerable tenants

**Care Packages**

90 NHS workers provided with hamper goodies in February 2021

30 workers in Aldershot vaccination hub provided with hamper goodies February 2021

80+ school children given Easter gifts in Aldershot in March 2021

**Refugee Support**

8 refugees supported during this period, with clothing, driving lessons etc

*"Lovely to have met you today and thank you so much for your hospitality. I really enjoyed visiting the Lighthouse and meeting you and your colleagues who were friendly, informative, caring and professional. Prior to my visit, I heard really positive comments about the Lighthouse and the Love Your Neighbour service from some of the service users I work with. I've made a few requests for assistance on behalf of service users and my requests have always been fulfilled. The positivity that your service exudes is definitely well received by visitors and vulnerable adults. I felt very valued and cared for whilst I was at the Lighthouse, it was like going to your friend's house and having a cosy chat and you leave feeling more positive in spirit."*

**EMMAUS TRANSFORMATION TRUST LIMITED  
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**TRUSTEES REPORT (continued)  
FOR THE YEAR ENDED 31 MARCH 2021**

**Refugee Support (continued)**

*As regards the Love Your Neighbour service, which I am aware is a collaborative project between the Lighthouse and Emmaus Rd Woking Church, I have been so impressed by the response to the Covid-19 crisis. The coming together of charity and church organisations, the generosity, the logistics of organising and ensuring that supplies got to the most vulnerable people, the care and support that staff have provided to those most affected by the Covid crisis, the sense of community and care promoted by all staff is phenomenal to me and I have never seen anything like it. The integrity and compassion that you and your colleagues at the Lighthouse and Love Your Neighbour Project demonstrate towards others is heartfelt. Furthermore, the willingness of you all to inspire, encourage and assist is truly admirable and illustrates the importance of unity, understanding and learning from each other. So, thanks again for your kindness and hospitality. I really do appreciate it." Tracey, Social Worker, December 2020*

**Financial Review**

The Charity has continued to expand its activities and also support the work at Emmaus Road Church, achieving a net income of £188,708 in this financial year. Free unrestricted general reserves at 31st March 2021 stand at £24,524.

**Reserves Policy**

The Trustees have considered the level of reserves that they wish to retain, appropriate to the charity's needs. This is based on the size of the charity and the level of financial commitments held. The Trustees aim to ensure that the charity will be able to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The Trustees endeavour not to set aside funds unnecessarily. In terms of the ETT reserves policy, this is 3 months of staff salaries and essential building operating costs. For non-Foodbank activities, a 3-month reserve is around £24k.

**Governing document**

The organisation is a charitable company limited by guarantee and a registered charity. 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, adopted on 21st April 1998

**Recruitment and appointment of new Trustees**

The Trustees of the Charity are also Directors for the purposes of company law. New Trustees are sought and appointed by the existing Trustees, and Provided with a copy of CC3 - The Essential Trustee, and other information to help new Trustees understand their role.

**Organisational Structure**

The Board of Trustees is responsible for the strategic direction of the Charity. They are assisted by a team of dedicated, unpaid, volunteers who enable the level of support provided by the Charity to the local community. Some of the volunteers are reimbursed travel and other expenses incurred in their ministry.

**Risk Management**

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves shown in the accounts, combined with the annual review of the controls over key financial systems mitigates the financial risk likely to arise in adverse conditions. The Trustees have also examined other operational and business risks and have established systems to mitigate those risks also.

**Public Benefit**

The Charity acknowledges its requirement to demonstrate clearly that its objectives or aims must be for the public benefit. The Trustees have paid due regard to Charity Commission guidance on public benefit when deciding which activities to undertake. The information in this Trustee Report shows that the public have benefitted from the work of the Charity.

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**TRUSTEES REPORT (continued)  
FOR THE YEAR ENDED 31 MARCH 2021**

**Funds held as custodian trustees on behalf of others**

None

**Trustees Responsibilities**

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the independent examiner in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

This Report was approved by the Trustees on 20th December 2021 and signed on their behalf by:

Peter Keynes  
Trustee



## **EMMAUS TRANSFORMATION TRUST LIMITED**

### **INDEPENDENT EXAMINERS REPORT TO THE MEMBERS OF EMMAUS TRANSFORMATION TRUST**

I report to the trustees on my examination of the accounts of Emmaus Transformation Trust for the year ended 31st March 2021.

#### **Responsibilities and basis of report**

As the charity's trustees of the charitable company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the charitable company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a member of The Association of Charity Independent Examiners.

#### **Independent examiner's qualified statement**

I have completed my examination. I confirm that apart from the matters detailed below, no other material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

The matters that have come to my attention are:

1) The charity uses a system with an automatic bank entries import function. During the examination it became apparent that during this financial year, the system on numerous occasions either failed to fully import or duplicated some transactions. This resulted in the charity bookkeeping expenditure, at times, showing inaccuracies. Upon discovery, the charity immediately remedied their bookkeeping records. The Examiner has recommended that the charity regularly checks the actual bank statement, rather than placing full reliance on the automatic import facility to prevent such a re-occurrence.

2) I was unable to fully verify spending on the charity credit card, as complete statements were unavailable at the time of the examination. The monthly statements are sent directly to the cardholder/s (note the cardholders are key management personnel), and copies are provided to the Finance Manager on request. However, the charity has set up a new facility with cash card for employee use, with full access and visibility given to the Finance Team at all times, and all spending captured in a pre approved budget agreed by the Trustees. The charity intends to close the existing credit card facility imminently.

I have no other concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed J Irvinesmith

Name J Irvinesmith FCIE

Date 4th January 2022

Independent Examiners Ltd  
Unit 2 The Broadbridge Business Centre  
Delling Lane  
Bosham  
West Sussex  
PO18 8NF

**EMMAUS TRANSFORMATION TRUST LIMITED**  
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**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted Funds £	Unrestricted Funds (Foodbank) £	Designated Funds £	Restricted Funds £	TOTAL 2021 £	Restated TOTAL 2020 £
<b>Income from:</b>							
Donations and legacies	2a	111,336	165,462	-	238,245	515,044	135,432
Charitable activities	2b	78	-	-	-	78	18,941
Investments	2c	18	2	-	14	34	126
Other Trading activities	2d	-	-	-	-	-	6,017
<b>Total income</b>		<b>111,432</b>	<b>165,464</b>	<b>-</b>	<b>238,260</b>	<b>515,156</b>	<b>160,516</b>
<b>Expenditure on:</b>							
Charitable activities	3a, 3b	85,345	84,214	-	156,889	326,448	158,958
<b>Total Expenditure</b>		<b>85,345</b>	<b>84,214</b>	<b>-</b>	<b>156,889</b>	<b>326,448</b>	<b>158,958</b>
<b>Net income/expenditure before other recognised gains and losses</b>		<b>26,087</b>	<b>81,250</b>	<b>-</b>	<b>81,371</b>	<b>188,708</b>	<b>1,558</b>
Transfers between funds	10	(5,237)	-	(3,311)	8,548	-	-
<b>Net movement in funds</b>		<b>20,850</b>	<b>81,250</b>	<b>(3,311)</b>	<b>89,919</b>	<b>188,708</b>	<b>1,558</b>
<b>Reconciliation of funds:</b>							
Total Funds Brought Forward		3,674	-	3,311	52,390	59,375	57,817
<b>Total Funds Carried Forward</b>		<b>24,524</b>	<b>81,250</b>	<b>-</b>	<b>142,309</b>	<b>248,083</b>	<b>59,375</b>

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 11 to 22 form part of these financial statements.

**EMMAUS TRANSFORMATION TRUST LIMITED**  
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Reg.company no.03549934

**BALANCE SHEET**  
**AS AT 31 MARCH 2021**

		Unrestricted Funds	Unrestricted Funds (Foodbank)	Designated Funds	Restricted Funds	31.3.21 Total	<b>Restated</b> 31.3.20 Total
	Note	£	£	£	£	£	£
<b>Fixed Assets:</b>							
Tangible assets	5	-	-	-	2,751	2,751	-
<b>Current Assets:</b>							
Debtors	6	-	-	-	-	-	1,769
Cash at bank and in hand		25,323	84,549	-	139,558	249,430	77,045
<b>Total Current Assets</b>		<b>25,323</b>	<b>84,549</b>	<b>-</b>	<b>139,558</b>	<b>249,430</b>	<b>78,814</b>
Creditors: amounts falling due within one year	7	(799)	(3,299)	-	-	(4,098)	(19,439)
<b>NET CURRENT ASSETS</b>		<b>24,524</b>	<b>81,250</b>	<b>-</b>	<b>139,558</b>	<b>245,332</b>	<b>59,375</b>
<b>TOTAL ASSETS less current liabilities</b>		<b>24,524</b>	<b>81,250</b>	<b>-</b>	<b>142,309</b>	<b>248,083</b>	<b>59,375</b>
<b>NET ASSETS</b>		<b>24,524</b>	<b>81,250</b>	<b>-</b>	<b>142,309</b>	<b>248,083</b>	<b>59,375</b>
Funds of the Charity:							
General Unrestricted Funds		24,524	-	-	-	24,524	3,674
General Unrestricted Funds (Foodbank)			81,250	-	-	81,250	-
General Designated Funds		-	-	-	-	-	3,311
Restricted Funds	8	-	-	-	142,309	142,309	52,390
<b>Total Funds</b>		<b>24,524</b>	<b>81,250</b>	<b>-</b>	<b>142,309</b>	<b>248,083</b>	<b>59,375</b>

**Directors' Responsibilities:**

The charitable company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 8.

The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

Approved by the Directors on the 20th December 2021

Signed on their behalf by Director Peter Keynes

Print Name:

**EMMAUS TRANSFORMATION TRUST LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**1. Accounting policies**

**a) Basis of preparation**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Emmaus Transformation Trust Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £1. There may be minor discrepancies as pence are not being shown.

**b) Changes to accounting estimates**

No changes to accounting estimates have occurred in the reporting period

**c) Material prior period errors and changes to previous accounts**

No material prior period errors have been identified in this accounting period and there have been no changes to previous accounts, apart from the matter disclosed below:

The charity changed the way it allocates and reports income and expenditure within its bookkeeping system, therefore some items of income and expenditure in the previous year have been reallocated where possible, to provide more meaningful comparisons.

**d) Preparation of accounts on a going concern basis**

Preparation of the accounts is on a going concern basis. The Trustees are of the view that the level of reserves will support the charity going forward.

**f) Income**

Income is included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the income;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

**c) Interest receivable**

Interest on funds held on deposit is included when receipt is probable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

**d) Grants and Donations**

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

**e) Tax Reclaims on Donations and Gifts**

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

**f) Government Grants**

The charity has received government grants in the reporting period.

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

**g) Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

**h) Expenditure**

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

**i) Offsetting**

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

**j) Operating leases**

Rental charges payable under operating leases are charged on a straight line basis over the terms of the lease.

**k) Taxation**

The charity is exempt from tax on its charitable activities.

**l) Legal status of the charity**

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

**m) Redundancy payments**

The charity made no redundancy payments during the period.

**n) Pensions**

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

**o) Debtors**

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

**p) Creditors**

The charity has creditors which are measured at settlement amounts less any trade discounts.

**q) Tangible Fixed Assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses. They are capitalised if they can be used for more than one year and cost over £1,500.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following basis:

Plant and equipment 25% on reducing balance  
Fixtures and fittings 25% on reducing balance  
General equipment 25% on reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

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**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

2. INCOME FROM:	Note	Unrestricted Funds £	Unrestricted Funds (Foodbank) £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
a) Donations and legacies						
Gifts, Tithes & Donations		39,065	159,999	35,197	234,261	85,460
Gift Aid Tax Recoverable		1,551	5,463	2,155	9,168	4,666
Grants	2ai)	70,721	-	200,894	271,615	45,306
		<u>111,336</u>	<u>165,462</u>	<u>238,245</u>	<u>515,044</u>	<u>135,432</u>
b) Charitable activities						
Cosy Café		78	-	-	78	18,941
		<u>78</u>	<u>-</u>	<u>-</u>	<u>78</u>	<u>18,941</u>
c) Investments						
Interest receivable		18	2	14	34	126
		<u>18</u>	<u>2</u>	<u>14</u>	<u>34</u>	<u>126</u>
d) Other Trading activities						
Venue Hire		-	-	-	-	6,017
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,017</u>

**EMMAUS TRANSFORMATION TRUST LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

2a) i **Analysis of receipt of grants**

	2021	2020
	£	£
Asda	5,295	-
CAF	10,000	5,000
Clothworkers	1,810	-
Community Foundation	9,766	-
Community Foundation (Jigsaw)	5,000	6,615
Community Foundation (Nurture for Women)	5,000	-
Co-Op Local Community Fund	341	-
Emmaus Road Community Church	148,419	-
GroundWorks	2,500	-
GroundWorks	2,000	-
HMRC Job Retention Scheme	9,721	-
Leathersellers Company	2,000	-
Lichfield Trust	-	9,000
Morrisons Foundation	4,780	-
National Lottery Community Fund	9,990	-
Neighbourly Community	400	-
Nurture TT20	8,893	4,945
Orbis	10,000	-
Surrey County Council	7,500	-
Surrey County Council	10,000	-
Tesco	-	1,546
Woking Borough Council	18,200	18,200
	<u>271,615</u>	<u>45,306</u>

3. EXPENDITURE ON

Charitable activities

	Unrestricted Funds	Unrestricted Funds (Foodbank)	Restricted Funds	TOTAL 2021	TOTAL 2020
	£	£	£	£	£
a) Direct Costs					
Administrative Expenses	219	500	1,896	2,615	867
Advertising & Publicity	261	847	414	1,522	2,825
Bank Charges	637	84	-	721	254
Cleaning Costs	561	427	-	988	4,266
Cost of Goods Sold	280	-	-	280	10,214
Covid-19 Expenses	4,172	3,294	1,744	9,210	72
Depreciation Expense	-	-	249	249	-
Equipment Costs	214	-	4,132	4,346	2,044
Foodbank and Food Provision Costs	-	8,642	10,008	18,650	16,176
Gifts & Donations	850	1,006	1,059	2,915	579
Health and Safety and DBS Checks	534	-	-	534	3,280
Hospitality and Events	506	-	-	506	1,548
SUB-TOTAL	<u>8,233</u>	<u>14,800</u>	<u>19,502</u>	<u>42,535</u>	<u>42,125</u>

**EMMAUS TRANSFORMATION TRUST LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**NOTES TO THE FINANCIAL STATEMENTS**

3. EXPENDITURE ON

Charitable activities

	Unrestricted Funds £	Unrestricted Funds (Foodbank) £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
SUB-TOTAL brought forward	8,233	14,800	19,502	42,535	42,125
Affiliations, Licences and Subscriptions	289	395	1,090	1,774	-
IT and Website	1,487	244	1,824	3,555	2,124
Kitchen Development	500	-	-	500	-
Materials and Essential Supplies	1,362	1,084	3,813	6,259	-
Outreach	111	-	-	111	624
Prayer & Worship	-	-	-	-	84
Printing, Postage and Stationery and Telephone	1,606	2,099	2,203	5,909	2,063
Projects, Events and Activities	5,087	13,562	92,143	110,792	28,781
Repairs & Maintenance	6,150	3,765	457	10,372	18,877
Speakers Fees	-	-	-	-	500
Staff and Volunteer Training and Development	640	-	33	673	857
Staff Costs	43,714	38,878	24,838	107,430	48,972
Storage	10	6,556	2,243	8,809	2,758
Sundry Expenses	1,102	35	18	1,154	574
Supplies and Supply Packs incl Back to School Costs	-	-	7,116	7,116	-
Travel & Subsistence	443	501	488	1,431	685
Utility Costs	5,300	800	27	6,127	5,592
	76,035	82,718	155,795	314,548	154,616
b) Governance costs					
Insurance	2,073	865	556	3,494	1,996
Independent Examiners Fees	630	630	-	1,260	1,140
Legal and Professional Fees	6,608	-	538	7,146	1,206
	9,311	1,495	1,094	11,900	4,342



**EMMAUS TRANSFORMATION TRUST LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**4. NET INCOME/(EXPENDITURE)**

This is stated after charging:

	TOTAL 2021 £	TOTAL 2020 £
Independent Examiners Fees	1,260	1,140

**5. TANGIBLE FIXED ASSETS**

		Unrestricted Fund	Unrestricted Fund	Unrestricted Fund	Restricted Fund	
		General Equipment £	Plant and Equipment £	Fixtures and Fittings £	Fixtures and Fittings £	Total £
Cost	01-Apr-20	11,588	12,930	5,514	-	30,032
Additions		-	-	-	3,000	3,000
Cost at	31-Mar-21	11,588	12,930	5,514	3,000	33,032
Depreciation	01-Apr-20	11,588	12,930	5,514	-	30,032
Charge		-	-	-	249	249
Depreciation at	31-Mar-21	11,588	12,930	5,514	249	30,281
Net Book Value	31-Mar-21	-	-	-	2,751	2,751
Net Book Value	31-Mar-20	-	-	-	-	-

**6. DEBTORS AND PREPAYMENTS**

	Unrestricted Fund	Unrestricted Fund (Foodbank)	Restricted Fund	Total 31.3.21	Total 31.3.20
	£	£	£	£	£
Other debtors	-	-	-	-	1,769
	-	-	-	-	1,769

**7. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	Unrestricted Fund	Unrestricted Fund (Foodbank)	Restricted Fund	Total 31.3.21	Total 31.3.20
	£	£	£	£	£
Accounts Payable	159	-	-	159	-
Accruals and deferred income	-	-	-	-	18,299
Credit Card	10	-	-	10	-
Independent Examiners Fees	630	630	-	1,260	1,140
Payroll Liabilities	-	2,669	-	2,669	-
	799	3,299	-	4,098	19,439

**EMMAUS TRANSFORMATION TRUST LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**8. ANALYSIS OF STAFF COSTS, TRUSTEE REMUNERATION AND EXPENSES AND THE COST OF KEY MANAGEMENT PERSONNEL**

	2021	2020
	£	£
Gross Wages and Salaries	104,008	33,620
Employers National Insurance Costs	6,271	805
HMRC Employers Allowance	(4,000)	(805)
Employer's Pension Costs	1,095	72
Employer's Pension Costs (prior year)	56	-
Self employed personnel	-	15,280
	<u>107,430</u>	<u>48,972</u>

The average number of persons employed by the company during the year was as follows:

	2021	2020
Activities in furtherance of organisation's objectives	10	6

In 2021, the charity engaged the services of up to 7 self employed personnel for project work carried out (2020: up to 6 self employed personnel).

No employees received emoluments in excess of £60,000 (2020: Nil)

The key management personnel of the charity comprise the Trustees and Senior Management Team. The total employee benefits (including employer national insurance and employer pension contributions) of the key management personnel of the charity were £0 (2020: £0)

The charity offers a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity, in an independently administered fund. The pension cost charge represents employer contributions payable by the charity to the fund and amounted to £1,095 plus £56 relating to the previous financial year, but paid in this year (2020: £72).

In this financial period the charity has not paid any trustees remuneration or benefits (including Employer NI and Employer Pension contributions).

In the period the charity has paid trustees expenses as follows:

	2021	2020
Number of trustees who were paid expenses	-	1
<u>Amount Paid</u>		
	2021	2020
	Total	Total
	£	£
Travel and subsistence	-	3,035
Total amount paid	<u>£ -</u>	<u>3,035</u>

Note: the above expenses were paid to Mr E Jespersen, who resigned as a Trustee in December 2019.

One trustee received reimbursement for purchases made on behalf of the charity totalling £13.

**EMMAUS TRANSFORMATION TRUST LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**9. RELATED PARTY TRANSACTIONS**

In the period the charity has paid remuneration to related parties to trustees and related parties to key management personnel (KMP), for services supplied to the Trust as follows:

<u>Name of related party</u>	<u>Related party to</u>	<u>Amounts paid or benefit value</u>			
		Remuneration	Expenses and benefits	2021 Total	2020 Total
		£	£	£	£
Mrs D Jespersen (Bookkeeping)	Mr E Jespersen (KMP)	260	130	390	2,421
Mr T Jespersen (Events Management)	Mr E Jespersen (KMP)	470	-	470	4,843
Mr Z Jespersen (Casual work)	Mr E Jespersen (KMP)	200	-	200	-
Mrs A Buckland	Mr A Buckland (KMP)	-	3,236	3,236	-
		930	3,366	4,296	7,264

Note: Mr E Jespersen resigned as a Trustee in December 2019. Mrs R Jespersen is his spouse and she is Head of Social Transformation. Both are considered to be key management personnel. Mrs A Buckland is the Foodbank Manager. Mr A Buckland is her spouse and he is considered to be key management personnel.

Ian Nicholson is and Peter Keynes are also trustees of Emmaus Road Community Church, registered charity number 1152606 which donated £10,384 and gave grants of £148,419 to Emmaus Transformation Trust in this financial year (2020: donated £4,257).

**EMMAUS TRANSFORMATION TRUST LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

10. STATEMENT OF FUNDS - CURRENT YEAR

Statement of Funds

	<b>Current Year</b>					
	Balance 01-Apr-20	Income	Expenditure	Expenditure on fixed assets	Transfers	Balance 31-Mar-21
	£	£	£	£	£	£
<b><u>Unrestricted funds</u></b>						
General Unrestricted Funds	3,674	111,432	(85,345)	-	(5,237)	24,524
General Unrestricted Funds (Foodbank)	-	165,464	(84,214)	-	-	81,250
General Designated Funds	3,311	-	-	-	(3,311)	-
	<b>6,985</b>	<b>276,896</b>	<b>(169,559)</b>	<b>-</b>	<b>(8,548)</b>	<b>105,774</b>
<b><u>Restricted funds</u></b>						
24/7 Coaching	393	-	-	-	-	393
Back to school	-	-	(861)	-	861	-
Barnsbury	-	-	(514)	-	514	-
Breadmaker Fund	43	-	-	-	-	43
CAF Grant	-	-	(4,938)	-	4,938	-
CFS - Jigsaw	-	5,000	(5,264)	-	264	-
CFS Schools - Jigsaw	-	-	(2,177)	-	2,177	-
CGS 2122	-	9,766	-	-	-	9,766
Clothworks	-	1,810	(30)	-	-	1,780
Community Lunch	2,288	-	(50)	-	-	2,238
Co Op Local Community Grant	-	341	-	-	-	341
DCMS Grant	-	125,619	(84,815)	(3,000)	-	40,804
Esteem ahead	-	-	(40)	-	40	-
Food Bank ASDA	-	5,295	(926)	-	-	4,369
FoodBank Leathers	-	2,000	(1,617)	-	-	383
FoodBank Neighbourly	-	400	(286)	-	-	114
Go Rendang	-	189	(955)	-	766	-
Grace Fund	6,900	-	(60)	-	-	6,840
GroundWork - Foodbank	-	500	(45)	-	-	455
GroundWork - Jigsaw	-	4,000	(2,826)	-	-	1,174
Jigsaw	5,264	778	(147)	-	-	5,895
Jigsaw Buggy repair	73	-	-	-	-	73
Morrisons Street Teams	-	4,780	(4,830)	-	50	-
Outside Light	3,026	-	-	-	-	3,026
National Lottery - Foodbank	-	4,995	(5,369)	-	374	-
National Lottery - Jigsaw	-	4,995	(4,531)	-	-	464
Nurture Fund	-	13,893	(2,228)	-	(1,656)	10,009
Refugee Fund	90	-	-	-	-	90
Restricted - ETT projects	-	36,022	(17,085)	-	-	18,937
Shine Fund	307	-	-	-	-	307
Surrey CCFB	-	17,500	(16,163)	-	-	1,337
Trussell Trust PPE - Foodbank	-	-	-	-	220	220
Woking Foodbank	34,006	377	(1,132)	-	-	33,251
	<b>52,390</b>	<b>238,260</b>	<b>(156,889)</b>	<b>(3,000)</b>	<b>8,548</b>	<b>142,309</b>
<b>TOTAL FUNDS</b>	<b>59,375</b>	<b>515,156</b>	<b>(326,448)</b>	<b>(3,000)</b>	<b>-</b>	<b>248,083</b>

**EMMAUS TRANSFORMATION TRUST LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

11. STATEMENT OF FUNDS - PRIOR YEAR

Statement of Funds

	<b>Prior Year</b>			
	Balance 01-Apr-19	Income	Expenditure	Balance 31-Mar-20
	£	£	£	£
<b><u>Unrestricted funds</u></b>				
General Unrestricted Funds	(532)	38,136	(46,964)	13,034
General Unrestricted Funds (Foodbank)	-	-	-	-
General Designated Funds	27,949	22,171	(21,882)	3,311
	<u>27,417</u>	<u>60,307</u>	<u>(68,846)</u>	<u>6,985</u>
<b><u>Restricted funds</u></b>				
24/7 Coaching	393	-	-	393
Back to school	-	1,568	(2,569)	1,001
Barnsbury	-	7,000	(15,498)	8,498
Breadmaker Fund	197	-	(154)	43
Christmas Kindness	-	1,527	(2,359)	832
Community Lunch	-	3,000	(712)	-
Creative Collective	(91)	-	(26)	117
DJ Grant	(866)	-	-	866
Woking foodbank	20,236	51,898	(38,128)	-
Grace Fund	(147)	12,500	(5,453)	-
Esteem ahead	368	66	(865)	431
Jigsaw	4,067	14,803	(13,606)	-
Jigsaw Buggy repair	1,755	-	(1,682)	-
Outside Light	3,389	50	(413)	-
Nurture Fund	-	6,945	(6,967)	22
Refugee Fund	918	852	(1,680)	-
Screwfix Fund	(126)	-	-	126
Shine Fund	307	-	-	-
	<u>30,400</u>	<u>100,209</u>	<u>(90,112)</u>	<u>11,893</u>
<b>TOTAL FUNDS</b>	<u>57,817</u>	<u>160,516</u>	<u>(158,958)</u>	<u>-</u>

Transfers between funds

The transfer out of the Nurture Fund to General Funds of £1,656 in 2020/21 was a monthly contribution of £138 towards rent and utilities, as agreed with the donor.

All transfers into restricted funds in 2020/21 and 2019/20 represent any shortfall top up from general unrestricted funds.

**EMMAUS TRANSFORMATION TRUST LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**12. SUMMARY OF FUNDS**

Summary of funds

	<b>Current year</b>				
	Balance 01-Apr-20 £	Income £	Expenditure £	Transfers £	Balance 31-Mar-21 £
General unrestricted funds	3,674	111,432	(85,345)	(5,237)	24,524
General unrestricted funds (Foodbank)	-	165,464	(84,214)	-	81,250
General designated funds	3,311	-	-	(3,311)	-
Restricted funds	52,390	238,260	(156,889)	8,548	142,309
	<u>59,375</u>	<u>515,156</u>	<u>(326,448)</u>	<u>-</u>	<u>248,083</u>

  

	<b>Prior Year</b>				
	Balance 01-Apr-19 £	Income £	Expenditure £	Transfers £	Balance 31-Mar-20 £
General unrestricted funds	(532)	38,136	(46,964)	13,034	3,674
General designated funds	27,949	22,171	(21,882)	(24,927)	3,311
Restricted funds	30,400	100,209	(90,112)	11,893	52,390
	<u>57,817</u>	<u>160,516</u>	<u>(158,958)</u>	<u>-</u>	<u>59,375</u>

**13. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>Current year</b>			
	Unrestricted Fund £	Unrestricted Fund (Foodbank) £	Restricted Fund £	Total 2021 £
Tangible assets	-	-	2,751	2,751
Current assets	25,323	84,549	139,558	249,430
Creditors due within one year	(799)	(3,299)	-	(4,098)
	<u>24,524</u>	<u>81,250</u>	<u>142,309</u>	<u>248,083</u>

  

	<b>Prior year</b>			
	Unrestricted Funds £	Unrestricted Funds (Foodbank) £	Restricted Funds £	Total 2020 £
Tangible assets	-	-	-	-
Current assets	30,055	-	48,759	78,814
Creditors due within one year	(19,439)	-	-	(19,439)
	<u>10,616</u>	<u>-</u>	<u>48,759</u>	<u>59,375</u>

**EMMAUS TRANSFORMATION TRUST LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**14. OTHER DISCLOSURES**

The charity does not have any commitments not provided for in the accounts.

The charity has not given any guarantees.

The charity has not received any loans secured on any of its assets.

At the year end the charity did not have any contingent liabilities.

**15. RISK ASSESSMENT**

The trustees are aware of the need to properly manage and mitigate the risks faced by the company. Details of how the charity has achieved this are provided in the Trustees' Report. The trustees confirm that they have paid due regard to the Charity Commission guidance on risk assessment when adopting and implementing policies for the charity

**16. PUBLIC BENEFIT**

The charity acknowledges its requirements to demonstrate clearly that it must have charitable purposes or "aims" that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees' Report. The trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

**17. DECLARATIONS**

Sufficient resources are held in appropriate form to enable each fund to be applied in accordance with any restrictions imposed.

The trustees have not changed the year end date nor length of the charity's financial year.

The charity did not make any material ex-gratia payments during the year.

The trustees confirm that there is no relevant information of which the Independent Examiner is unaware.

**EMMAUS TRANSFORMATION TRUST LIMITED**  
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**STATEMENT OF CASHFLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

		2021 £	2020 £
<b>Cash used in operating activities</b>	(a)	<b>175,351</b>	<b>14,044</b>
<b>Cash used from investing activities</b>			
Interest income		34	126
Purchase of tangible fixed assets		(3,000)	-
<b>Cash provided by (used in) investing activities</b>		<b>(2,966)</b>	<b>126</b>
<b>Cash flows from financing activities</b>			
Financing activities		-	-
<b>Cash used in financing activities</b>		<b>-</b>	<b>-</b>
Increase/(decrease) in cash and cash equivalents in the year		<b>172,385</b>	<b>14,170</b>
Cash and cash equivalents at the start of the year		77,045	62,875
<b>TOTAL cash and cash equivalents at the end of the year</b>	(b)	<b>249,430</b>	<b>77,045</b>

**(a) Reconciliation of net movement in funds to net cash flow from operating activities**

	2021 £	2020 £
Net movement in funds	188,708	1,558
Add back depreciation charge	249	-
Deduct interest income shown in investing activities	(34)	(126)
Decrease/(increase) in stocks	-	-
Decrease/(increase) in debtors	1,769	1,862
Increase/(decrease) in creditors	(15,341)	10,750
<b>Net cash used in operating activities</b>	<b>175,351</b>	<b>14,044</b>

**(b) Analysis of cash and cash equivalents**

	2021 £	2020 £
Cash at bank and in hand	249,430	77,045
Fixed Term Bond	-	-
<b>Total cash and cash equivalents</b>	<b>249,430</b>	<b>77,045</b>