

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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Registered charity number – 1073868

Company number – 3578213

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER: 1073868

COMPANY NUMBER: 3578213

SOLICITORS

TLT Solicitors
1 Redcliffe Street
Bristol
BS1 6TP

INDEPENDENT EXAMINER

Burnside
Chartered Accountants
61 Queens Square
BRISTOL
BS1 4JZ

BANKERS

Lloyds TSB
South Bristol Business Centre
284 Wells Road
Knowle
BRISTOL
BS4 2PY

PRINCIPAL ADDRESS

1 Marshall Walk
Knowle
BRISTOL
BS4 1TR

KEY PERSONNEL

Acting manager Bernard Morris

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

MANAGEMENT COMMITTEE'S REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020

The members of the Management Committee, who are also the Trustees of the charity, present their report for the year ended 30 September 2020. Due to the Trustees' status as directors under the Companies Act 2006, this report constitutes a directors' report as required by the Companies Act 2006, and has been prepared taking advantage of the exemptions conferred by Part 15 of this Act.

The members of the Management Committee during the period were:

- Bernard Morris – Chair
- Julie Edwards – Vice Chair and Company Secretary
- Kenneth Jones
- Joanna Mereweather
- Edward Bowden (deceased 19 September 2020)
- David Parry (resigned 3 June 2020)

GOVERNING DOCUMENT

The company was incorporated on 9 June 1998 as Inns Court Community Centre. On 4 May 1999 the name was changed to The Mede Community Centre. The Company was registered as a charity on 8 February 1999 under the number 1073868. The charity commenced its activities on 1 April 1999. On 3 April 2002 the charity changed its name to The Mede Community and Learning Centre. On 13 May 2013 the charity changed its name to The Inns Court Centre. On 17 August 2018 the charity changed its name to The Inns Court Community and Family Centre Ltd.

The charity is governed by its Memorandum and Articles of Association. The charity is limited by guarantee and has no share capital.

RECRUITMENT AND APPOINTMENT OF MANAGEMENT COMMITTEE

The directors of the company are also charity trustees for the purpose of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period of two years.

Management committee members retire by rotation and, being eligible, offer themselves for re-election. The officers are elected from the membership of the Managing Committee.

As the charity has been set up to provide facilities and opportunities for people local to Inns Court and Knowle West, the members are usually residents of this area. The Articles allow for the following composition of the Management Committee.

- Up to 5 individual members elected by the individual members of the company at an Annual General Meeting.

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MANAGEMENT COMMITTEE'S REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020

- Up to 2 members elected as representatives of member organisations by the member organisations at an Annual General Meeting.
- Up to 2 members, aged 18 to 24, elected by the youth facility or forum.
- Up to 3 people co-opted by the Management Committee for their expertise and commitment to the company's aims and objectives.

MANAGEMENT COMMITTEE INDUCTION AND TRAINING

The current management committee members are familiar with the work that the charity undertakes. A refresher pack was sent to all of the existing and new Management Committee members detailing the following information.

- The obligations of Management Committee members.
- Budgetary information for 2019/20 and the current financial position as set out in the latest published accounts.
- Future plans and objectives.
- A copy of the Memorandum and Articles of Association.

OBJECTIVES AND ACTIVITIES

The charity's objects and principal activities are to:

- To facilitate care, education, skills, and training for all of the community living within the area of benefit and to improve life-long learning outcomes.
- The provision of facilities for recreation or other leisure time occupation in the interests of social welfare with the object of improving the conditions of life of the community living within the area of benefit.
- To operate and manage a community centre for the benefit of the community living within the area of benefit, whether owned or leased by the charity.
- To provide facilities and activities that encourage intergenerational working in order to help break down barriers and promote trust within the community living within the area of benefit.
- The area of benefit is the City of Bristol, with a particular focus on South Bristol and the inhabitants of Inns Court and Knowle West.

The main objectives and activities for the year continued to be focused on the following.

- Running of the Inns Court Community and Family Centre, this is being funded by core funding grants.
- Provision of The Sprint Community Transport service for Knowle West.
- Development work to help secure the future of the Inns Court Community and Family Centre.

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MANAGEMENT COMMITTEE'S REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020

PUBLIC BENEFIT

The Charity Commission in its 'Charities and Public Benefit' Guidance requires that there are two key principles to be met in order to show that an organisation's aims are for the public benefit: first, there must be an identifiable benefit and secondly, the benefit must be to the public or a section of the public. The trustees believe that the charity meets these aims.

THE TRANSPORT FUND

The Sprint is a door-to-door community transport service available to anyone living or working in Knowle West. It has three buses all of which have a ramp for wheelchairs and up to 15 seats. We also have a 6 seater people carrier taking members mainly to the local supermarkets and clubs. We also incorporate journeys to medical appointments at the Health Park in Knowle West: William Budd doctors' surgeries, Healthy Living Centre for advice and activities and South Bristol Hospital.

Achievements and Performance

The Transport fund

Like most charities, our activities were somewhat curtailed by the effects of the coronavirus covid-19 pandemic. However, prior to the national lockdown, 1st October 2019 to 31st March 2020, we ran on full capacity. During the year the Sprint completed 8,118 one-way trips. In addition, 436 passenger trips outside the area were organised with destinations to pubs for lunch and further afield. There were also 24 journeys taking school children around the local estate.

Pre-pandemic, the service operated Monday to Friday 8.45am to 4.45 pm, however, during the pandemic we operated mornings only. It was used to take members to the local social clubs: Filwood Club, Healthy Living Centre Club, St. Barnabas Club, Butterworth Club, Wednesday Lunch Club, Novers Club. Intergenerational work at The Inns Court Centre, shops (mainly Broadwalk shops), hairdressers or visits to friends. The price of tickets is £1.50 per journey, £3.00 Return or £5.50 per month for unlimited journeys with a concessionary bus pass.

Sprint members

The Sprint is a membership only community transport scheme, costing £5.50 per month for unlimited journeys. Anyone living or working in Knowle West can become a member. As at the end of September 2020 there were 357 active members, a steady increase from last year: 70% of the Sprint members are 60 years old or more, 60% consider themselves as disabled and 80% are female; only 2 members are from Black and Ethnic Minorities.

Development of the service

The Sprint employs two locally paid drivers who have built an excellent relationship with the members. They have helped make the Sprint more than just a transport service but also a social service: when needed, they help users get on to the bus, fasten their seat belt and when severely disabled, escort them to their house. It enables local residents to access local services and facilities that are not covered by First Bus in an inexpensive and efficient way thus avoiding taxi fares. The

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MANAGEMENT COMMITTEE'S REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020

Sprint also helps some of Knowle West's older or disabled residents feel less isolated. The relationship drivers have built with service users, encouraging them to give feedback on the service and to suggest improvements has enabled, along with various consultations carried out by the Inns Court Community & Family Centre to develop the service further. As previously reported, one of the outcomes of these consultations had been the launch of "special trips". The Sprint has now been running these weekly trips for many years to destinations outside of Knowle West requested by members such as Christmas shopping trips to Cribbs Causeway, Gloucester Docks, Matalan in Brislington, Cadbury Garden Centre, Clarks Village, Cheddar Garden Centre or Weston-Super-Mare, plus longer excursions to Weymouth and Bourton-on-the-water. For the first time we are able to offer trips during the weekends.

Marketing

The Sprint is advertised in local shops and services by posters and membership forms. We make sure we have articles published in the local newsletter, The Knowledge, which is delivered to all households in the area to advertise the service and its achievements.

We have also developed links with local organisations: sheltered housing organisations, social clubs and the Health Park, which have booked the Sprint to take some of their users to activities that are organised for them. Links have also been developed with other local community transport organisations and have formed a partnership agreement with the CATT Community Transport service in Hartcliffe and Withywood and Lawrence Weston Community Transport. We are involved in local forums like Voscur Transport Forum and Bristol City Council Community Transport Forum. We are also a member of the Community Transport Association.

Developments since September 2020 and plans for the future

We are still actively looking for a bank of volunteers to enable the 4 busses to operate fully every day in order to expand our service. All volunteers get free MiDAS training that is delivered in house by one of our qualified drivers. It is hoped to develop this service fully in the next year by extending MiDAS training to other not for profit organisations and schools in order to generate more funds into the project.

The Sprint, CATT and Lawrence Weston Community Transport whilst successful in their collaborated bid to the council for funding for years 2018 to 2021 have in the last year been informed that the grant money earmarked for this is being transferred to the West of England Combined Authority; funding has been secured to March 2022. Both the other community transport providers share a similar ethos in that their members are placed at the heart of everything they do and are the eyes and ears of vulnerable or disabled residents in our communities.

We are also actively fundraising for a new bus as all our buses are 10 years old and above. The trustees have designated £19,577 in the accounts to be used for some match funding.

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MANAGEMENT COMMITTEE'S REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020

Development work at the centre

The global pandemic has restricted the use of the Centre for half of the financial year. However, during the period we were open to the public, we hosted training courses like Special Educational Needs Co-ordination (SENCO) and employment courses, parent support groups as well as birthday parties and wedding receptions. The intergeneration group in conjunction with the Knowle West Children's nursery and Sprint Community bus members met every week with different activities to enjoy. During the pandemic the work of Bristol Food Club has helped many local families in need to access quality food for a small fee.

Future Developments

As previously advised, the charity has employed a Development Worker to update the business plan for the long term sustainability of the building and charity. Great progress has been made in securing substantial grants for our soft play initiative and further development of the community transport service. The needs of the local residents remain at the centre of our development goals.

FINANCIAL REVIEW

The Management Committee can confirm that the charity's assets are available and adequate to fulfil its obligations on a fund-by-fund basis. The charity had net assets of £50,971 at 30 September 2020, of which £50,971 was held in unrestricted funds and £nil was held in restricted funds. Details of the movements on the restricted funds are given in note 13 to the accounts.

RESERVES POLICY

As at 30 September 2020 the charity has free reserves (unrestricted reserves held in current assets less designated reserves held in current assets) of £15,294. This is not at the level the trustees require of six months expenditure, due to the very difficult economic climate in the sector.

At 30 September the charity holds: £12,100 in a redundancy designated fund to cover redundancy costs if reductions are required in staffing; and £19,577 in a bus designated fund for the purchase of a new bus.

RISK MANAGEMENT

The trustees have also examined other operational and business risks which the charity faces and confirm that they have established systems to mitigate the significant risks.

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MANAGEMENT COMMITTEE'S REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020

MANAGEMENT COMMITTEE'S RESPONSIBILITIES

The Management Committee are required by company law to prepare financial statements which give a true and fair view of the state of affairs of the Charity at the end of the financial year and of the income and expenditure of the Charity for the year ended on that date. In preparing those financial statements, the Management Committee are required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in business

The Management Committee are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity 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 Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the management committee members are aware:

- there is no relevant audit information of which the charitable independent examiner is unaware; and
- the management committee members have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the independent examiner is aware of that information.

AUDITORS AND INDEPENDENT EXAMINER

Burnside were re-appointed as the charitable company's auditors and appointed as the independent examiner during the year and have expressed their willingness to continue in these capacities.

BY ORDER OF THE BOARD


TRUSTEE
BERNARD MORRIS

DATE 18th June 2021

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

I report on the accounts of the company for the year ended 30 September 2020, which are set out on pages 10 to 21.

Responsibilities and basis of report

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

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

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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



Name: Mark Pooley

Relevant professional qualification or body: ICAEW

Address: Burnside, 61 Queens Square, Bristol, BS1 4JZ

9/6/21

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

		Unrestricted Funds	Restricted Funds	Total funds Y/e Sept 2020	Total funds Y/e Sept 2019
	Note	£	£	£	£
INCOME AND EXPENDITURE					
INCOME FROM					
Donations and legacies					
Donations received		-	-	-	12,991
Grants receivable	5	-	63,760	63,760	70,125
Charitable activities					
Concessionary bus fares		26,654	-	26,654	30,882
Bus membership		2,593	-	2,593	-
Sprint tickets and bus trips		2,915	-	2,915	12,001
Room hire, use of facilities etc.		7,476	-	7,476	16,763
Other income		1,442	-	1,442	4,718
TOTAL INCOME		<u>41,080</u>	<u>63,760</u>	<u>104,840</u>	<u>147,480</u>
EXPENDITURE ON					
Raising funds					
Costs of applying for grants		2,474	-	2,474	2,875
Charitable activities					
Transport project		39,421	63,260	102,681	103,555
Provision of space to the community		10,452	-	10,452	11,327
COVID-19 communities fund		-	500	500	-
TOTAL EXPENDITURE	6	<u>52,347</u>	<u>63,760</u>	<u>116,107</u>	<u>117,757</u>
Net income/(expenditure)	7	<u>(11,267)</u>	<u>-</u>	<u>(11,267)</u>	<u>29,723</u>
Transfers between funds		-	-	-	-
Net movement in funds		(11,267)	-	(11,267)	29,723
Reconciliation of funds					
Total funds brought forward		62,238	-	62,238	32,515
Total funds carried forward		<u>50,971</u>	<u>-</u>	<u>50,971</u>	<u>62,238</u>

The notes on pages 13 to 21 form part of these accounts.

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

**BALANCE SHEET
AT 30 SEPTEMBER 2020**

	Notes	2019 £	2018 £
FIXED ASSETS			
Tangible assets	10	4,000	6,000
CURRENT ASSETS			
Debtors	11	2,255	8,310
Cash at bank and in hand		49,396	50,231
		51,651	58,541
CREDITORS: Amounts falling due within one year	12	(4,680)	(2,303)
NET CURRENT ASSETS		46,971	56,238
NET ASSETS		50,971	62,238
THE FUNDS OF THE CHARITY:			
Restricted	13, 15	-	-
Unrestricted - General	15	19,294	49,238
Unrestricted - Designated	14, 15	31,677	13,000
TOTAL CHARITY FUNDS	15	50,971	62,238

The Trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The Trustees acknowledge their responsibilities for:

- (i) ensuring that the company keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

BALANCE SHEET (continued)

AT 30 SEPTEMBER 2020

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 2019) – (Charities SORP (FRS 102)), the Financial Reporting standard applicable in the UK and Republic of Ireland (FRS 102).

These financial statements were approved by the directors and authorised for issue on ,
and are signed on their behalf by:


.....
TRUSTEE
BERNARD MORRIS

18th June 2021
.....
DATE

The notes on pages 12 to 20 form part of these accounts.

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

1. GENERAL INFORMATION

The company is a private company limited by guarantee, registered in England and Wales.
The address of the registered office is 1 Marshall Walk, Knowle, Bristol, BS4 1TR.

2. STATEMENT OF COMPLIANCE

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

3. ACCOUNTING POLICIES

a) Basis of Preparation

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) – (Charities SORP (FRS 102)), the Financial Reporting standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Preparation of the accounts on a going concern basis

The trustees are of the opinion that there are no material uncertainties about the charity's ability to continue as a going concern.

c) Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

d) Income

Grants and donations are credited to the Statement of Financial Activities in the year in which they are receivable and are allocated to the appropriate fund.

Income from investments is included when receivable.

Income from charitable activities are accounted for when earned.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020 (continued)**

3. ACCOUNTING POLICIES (continued)

e) Expenditure, irrecoverable VAT and allocation of costs

Expenditure is recognised in the period in which it is incurred. They include attributable VAT which cannot be recovered. They are allocated to the particular activity to which they relate.

Expenditure on raising funds comprise the costs of applying for grants and represent 30% of the manager's salary costs. Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. During the year this was deemed as follows:

Transport project	70%
Provision of space to the local community	30%

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, support costs are apportioned between the main activities on the basis of grants receivable as a reasonable guide to activity.

f) Fund accounting

Funds held by the charity are:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

g) Depreciation

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

Buses	5 years straight line
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THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020 (continued)**

4. PRIOR YEAR SOFA

	Unrestricted Funds	Total funds Restricted Funds	Total funds Y/e Sept 2019
	£	£	£
INCOME AND EXPENDITURE			
INCOME FROM			
Donations and legacies			
Donations received	12,991	-	12,991
Grants receivable	381	69,744	70,125
Charitable activities			
Concessionary bus fares	30,882	-	30,882
Sprint tickets and bus trips	12,001	-	12,001
Room hire, use of facilities etc.	16,763	-	16,763
Other income	4,718	-	4,718
TOTAL INCOME	<u>77,736</u>	<u>69,744</u>	<u>147,480</u>
EXPENDITURE ON			
Raising funds			
Costs of applying for grants	2,875	-	2,875
Charitable activities			
Transport project	33,811	69,744	103,555
Provision of space to the community	11,327	-	11,327
TOTAL EXPENDITURE	<u>48,013</u>	<u>69,744</u>	<u>117,757</u>
Net income/(expenditure)	<u>29,723</u>	<u>-</u>	<u>29,723</u>
Transfers between funds	-	-	-
Net movement in funds	29,723	-	29,723
Reconciliation of funds			
Total funds brought forward	32,515	-	32,515
Total funds carried forward	<u>62,238</u>	<u>-</u>	<u>62,238</u>

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020 (continued)**

5. GRANTS RECEIVABLE	2020 £	2019 £
Transport:		
Bristol City Council	62,325	68,250
BSOG grant	935	1,494
	<hr/>	<hr/>
	63,260	69,744
	<hr/>	<hr/>
Other	500	381
	<hr/>	<hr/>
TOTAL	63,760	70,125
	<hr/>	<hr/>

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020 (continued)

6. TOTAL EXPENDITURE	Applying for Grants £	Transport Fund £	Provision of Space to Community £	COVID 19 Community Fund £	Other Support Costs £	Total 2020 £	Total 2019 £
Salaries	-	60,045	-	-	-	60,045	52,532
COVID 19 Community Fund expenditure	-	-	-	500	-	-	-
Office costs	-	-	-	-	5,871	5,871	6,250
Consultancy fees	2,474	-	-	-	5,772	8,246	9,583
Repairs & renewals	-	-	-	-	-	-	12,994
Security	-	-	-	-	1,541	1,541	1,698
Accountancy and professional fees	-	-	-	-	2,576	2,576	1,974
Heat & Light	-	-	-	-	12,248	12,248	9,170
Activities & materials	-	-	-	-	-	-	2,777
Cleaning	-	-	-	-	-	-	1,210
Insurance	-	-	-	-	5,663	5,663	4,630
Café & catering expenditure	-	-	-	-	-	-	156
Sundry expenses	-	-	-	-	997	1,497	165
Transport costs	-	16,247	-	-	-	16,247	11,896
Bad debts written off	-	-	-	-	-	-	503
Depreciation	-	2,000	-	-	-	2,000	2,000
Bank charges	-	-	-	-	173	173	219
Apportioned central costs	-	24,389	10,452	-	(34,841)	-	-
TOTAL EXPENDITURE	2,474	102,681	10,452	500	-	116,107	117,757

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020 (continued)**

7.	NET INCOME/(EXPENDITURE) FOR THE YEAR	2020	2019
		£	£

This is stated after charging:

Depreciation of owned assets	2,000	2,000
Independent examiner's fees	2,450	1,750
	—	—

8. EMPLOYEES AND STAFF COSTS

Staff costs were as follows:	2020	2019
	£	£

Wages and salaries	51,785	51,476
Social security costs	5,740	265
Staff pension costs	2,520	791

—	—
60,045	52,532
—	—

No employee earned £60,000 p.a. or more.

The average number of employees during the year was:

	2020	2019
	No.	No.

Transport	2.0	2.0
Development	-	-
Administration and support	1.0	1.0

—	—
3.0	3.0
—	—

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020 (continued)**

9. TRUSTEES' REMUNERATION AND RELATED PARTY TRANSACTIONS

No remuneration was paid to members of the Management Committee. No expenses were reimbursed to members of the Management Committee during the year.

10. TANGIBLE ASSETS

	Bus £	Total £
COST		
At 1 October 2019	10,000	10,000
Additions	-	-
	—	—
At 30 September 2020	10,000	10,000
	—	—
DEPRECIATION		
At 1 October 2019	4,000	4,000
Charge for the year	2,000	2,000
	—	—
At 30 September 2020	6,000	6,000
	—	—
NET BOOK VALUE		
At 30 September 2020	<u>4,000</u>	<u>4,000</u>
At 30 September 2019	<u>6,000</u>	<u>6,000</u>
11. DEBTORS	2020 £	2019 £
Grants receivable	669	6,165
Prepayments	1,586	2,145
	—	—
	2,255	8,310
	—	—
12. CREDITORS	2020 £	2019 £
Amounts falling due within one year:		
Taxation and social security	480	553
Accruals and deferred income	4,200	1,750
	—	—
	4,680	2,303
	—	—

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020 (continued)**

13. RESTRICTED FUNDS

	Transport Fund £	Tesco Bags of Help Fund £	Total £
BALANCE BROUGHT FORWARD	-	-	-
INCOME			
Grants receivable	63,260	500	63,760
EXPENDITURE			
Salaries	60,045	-	60,045
Other costs	3,215	500	3,715
	63,260	500	63,760
Transfers between funds	-	-	-
BALANCE CARRIED FORWARD	-	-	-

Purpose of restricted funds:

Transport Fund

This fund was established during the year ended 31 March 2001 to provide subsidised transport services in the local area. The major donor to the fund during the year was Bristol City Council.

Tesco Bags of Help COVID-19 Communities Fund

This fund was established during the current year to provide funding to purchase personal protection equipment and fuel.

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020 (continued)**

14. DESIGNATED FUNDS

The new bus reserve fund of £19,577 has been designated towards the purchase a new bus for the community transport service.

A redundancy reserve of £12,100 has also been set aside.

	New Bus Reserve £	Redundancy Reserve £	Total £
BALANCE BROUGHT FORWARD	13,000	-	13,000
	<hr/>	<hr/>	<hr/>
INCOME	-	-	-
	<hr/>	<hr/>	<hr/>
EXPENDITURE	-	-	-
	<hr/>	<hr/>	<hr/>
TRANSFER FROM UNRESTRICTED RESERVES	6,577	12,100	18,677
	<hr/>	<hr/>	<hr/>
BALANCE CARRIED FORWARD	19,577	12,100	31,677
	<hr/>	<hr/>	<hr/>

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted Funds £	Unrestricted Designated Funds £	Unrestricted General Funds £	Total Funds £
Tangible fixed assets	-	-	4,000	4,000
Cash at bank and in hand	-	31,677	17,719	49,396
Other net current assets/(liabilities)	-	-	(2,425)	(2,425)
	<hr/>	<hr/>	<hr/>	<hr/>
Net assets at 30 September 2020	-	31,677	19,294	50,971
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THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

THE FOLLOWING PAGES DOES NOT FORM PART
OF THE STATUTORY ACCOUNTS OF THE COMPANY

THE INNS COURT COMMUNITY AND FAMILY CENTRE LTD. (LIMITED BY GUARANTEE)

DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30 SEPTEMBER 2020

	2020 £	2019 £
INCOME		
Grants	63,760	70,125
Donations	-	12,991
Room hire, use of facilities etc.	7,476	16,763
Miscellaneous income	326	4,718
Income from users	29,569	37,969
New ticket fees	-	4,914
Bus membership	2,593	-
Church running costs contribution	1,000	-
KW Children's centre	116	-
	<hr/>	<hr/>
	104,840	147,480
EXPENDITURE		
Salaries	60,045	52,532
Rent	-	-
Office costs	5,871	6,250
Consultancy fees	8,246	9,583
Repairs and renewals	-	12,994
Security	1,541	1,698
Accountancy and professional fees	2,576	1,974
Heat and light	8,898	9,170
Energy supplies	3,350	-
Activities and materials	-	2,777
Cleaning	-	1,210
Insurance	5,663	4,630
Café and catering expenditure	-	156
Depreciation	2,000	2,000
Transport costs	16,246	11,896
Bad debts written off	-	503
Sundry expenses	1,498	165
Bank charges	173	219
	<hr/>	<hr/>
	116,107	117,757
Surplus/(Deficit) for the year	(11,267)	29,723
Funds brought forward	62,238	32,515
	<hr/>	<hr/>
Funds carried forward	50,971	62,238
	<hr/>	<hr/>