

Registered Charity No: 1077457
Registered Company No: 03762641 (England and Wales)

REPORT AND ACCOUNTS

for the year ended
31st March, 2021

for

Honicknowle Commnet Limited

(A Company Limited by Guarantee)

Honicknowle Commnet Limited
(A Company Limited by Guarantee)

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for the year ended 31st March, 2021

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Honicknowle Commnet Limited
(A Company Limited by Guarantee)

Legal and Administrative Information

Charity Number 1077457

Company Registration Number 3762641

Secretary: Josephine Bussell

Directors/Trustees:

Angela Carthy	Chair
Tony Millar	Vice Chair Resigned Oct 20
Alison Richardson	Treasurer
Josephine Bussell	Secretary
Cllr. Pam Buchan	
PCSO Kate Stanley	
Laura Hacker	Resigned Oct 20

Registered Office: Honicknowle Green
Plymouth
PL5 3PX

Accountants: Vickery Accounting Services
Patto Owriak, Allen Park
St. Kew Highway
Bodmin
Cornwall
PL30 3AR

Bankers: Barclays Bank PLC
50 Cornwall Street
Plymouth
PL1 1LU

Honicknowle Commnet Limited

REPORT OF THE TRUSTEES (incorporating the directors' report)

for the year ended 31st March, 2021

The trustees present their annual report along with the financial statements for the year ended 31st March, 2021. The trustees, who are also directors for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Memorandum and Articles of Association incorporated 29th April 1999 as amended by special resolutions dated 23rd August 1999, 26th June 2000 and 8th April 2006.

Recruitment and Training of Trustees

The members shall carry out the election of the officers and committee members at the Annual General Meeting. Nominations shall be made in writing and delivered to the secretary. Each nomination must be proposed and seconded by a voting member of the Association and accompanied by the written consent of the nominee.

New Trustees are inducted into the workings of the Charity during meetings held on a monthly basis.

Organisational Management

Overall responsibility for the management of the Charity is vested in the Trustees. The management of the association shall be invested in a committee consisting of members as described on page 1.

RISK MANAGEMENT

The trustees are responsible for the management of the risks faced by the Charity. Therefore, the trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established that monitor and control these risks to lessen/avoid the possible impact these could have in the future.

The key controls used by the Charity include:

- a) Formal agendas for all committee and Board meetings
- b) Comprehensive strategic planning, budgeting and management accounting
- c) Established organisational structure and lines of reporting
- d) Clear authorisation and approval levels

The Trustees recognise, however, that these systems can only provide reasonable, not absolute assurance that major risks have been adequately managed.

Reserves Policy

Honicknowle Commnet Ltd is currently dependent on successful funding bids to sustain its charitable activities, as earned income alone would not allow the charity to continue operating. This means that if there were to be a gap in the charity's funding sources it is likely that the charity would have to close down.

To avoid closure if funding difficulties were to happen the Board of Honicknowle Commnet Ltd has agreed to keep a certain level of financial reserves to ensure that main operations can continue for a period of 3 months.

The main concerns of the Board are to ensure:

- That staff can continue working, primarily to secure new funding,
- That members/service users are supported to move on to other services.

It is thought that reserves of £15,000 would be needed to continue running for at least three months.

These reserves have been built up from unrestricted income. The level of reserves will be reviewed every six months and the policy reviewed annually.

OBJECTIVES AND ACTIVITIES

The objectives of the charity in the year under review were:

- a) The relief of persons resident in the City of Plymouth with a particular regard to Honicknowle and the surrounding areas who are in condition of need, hardship and distress.
- b) The advancement of education (including pre-school) of persons resident in Honicknowle and the surrounding areas.
- c) Providing or assisting in the provision of facilities for recreation and other leisure time occupation for the inhabitants of Honicknowle and the surrounding areas in the interest of social welfare with the objects of improving conditions of life for the said inhabitants.
- d) Any charitable purpose for the general benefit of the inhabitants of Honicknowle and the surrounding areas.

Honicknowle Commnet Limited

REPORT OF THE TRUSTEES (incorporating the directors' report)

for the year ended 31st March, 2021

ACHIEVEMENTS AND PERFORMANCE

Honicknowle Commnet Ltd is now approaching its 23rd year of working in and closely with the local community. Our success has been built on our passion and commitment for making sure that all services we offer are community led with a focus on delivering services which provide opportunities for both social and personal development for all service users. We use a wide variety of delivery methods including one- one support, group work, consultation and peer research. All of our provision is identified by local people, therefore it is service user led. This enables us to channel resources to meet those needs in the most appropriate way. Our focus has been based on delivering projects and supporting local people alongside fundraising to ensure that we can continue to provide this very much needed service.

Our Youth Work provision for young people aged between 10- 25 years is delivered in line with Plymouth City Council's Youth Service Curriculum Framework, in Every Child's Matters Outcomes and the High Quality Standards.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The directors are responsible for preparing the Annual Report and financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis, unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the small companies regime of the Companies Act 2006.

- a) For the period ended 31/03/21 the company was entitled to exemption under section 477 of the Companies Act 2006.
- b) The Members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

Signed by order of the directors:

..... Signed
Director

..... Print Name

Dated:.....

REPORT OF THE EXTERNAL EXAMINER TO THE DIRECTORS OF

Honicknowle Commnet Limited

**ON THE ACCOUNTS FOR THE YEAR ENDED
31ST MARCH, 2021**

Respective responsibilities of directors and the external examiner

As described on page 3, the company's directors are responsible for the preparation of financial statements. It is my responsibility to state whether, as a result of my examination procedures, particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general directions given by the Companies Act 2006. An examination includes a review of the accounting records kept by the company and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as directors, concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with the Companies Act 2006 and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met: or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding on the accounts to be reached.

Signed:



M. Vickery
Vickery Accounting Services

Date: 20th June, 2021

Honicknowle Commnet Limited

Statement of Financial Activities (including an Income and Expenditure Account)
(A Company Limited by Guarantee)

for the year ended 31st March, 2021

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Incoming Resources						
Incoming resources from generating funds:						
Activities to generate funds			-	-	-	9,000
Investment Income		42	-	-	42	295
Incoming resources from charitable activities	4	-	-	91,093	91,093	78,773
Other incoming resources	5	-	-	-	-	8,250
Total Incoming Resources		<u>42</u>	<u>-</u>	<u>91,093</u>	<u>91,135</u>	<u>96,317</u>
Resources Expended						
Charitable Activities	6	-3,479	4,246	85,495	86,262	97,344
Governance Costs	7	-521	-	-	-521	505
Total Resources Expended		<u>-4,000</u>	<u>4,246</u>	<u>85,495</u>	<u>85,741</u>	<u>97,849</u>
Net Outgoing Resources:						
Net movement in Funds		4,042	-4,246	5,598	5,394	-1,532
Total Funds at 1st April 2020		25,954	206,622	-	232,576	234,108
Internal Transfer of Funds		4,000	-4,000	-	-	-
Total Funds at 31st March 2021		<u><u>33,996</u></u>	<u><u>198,376</u></u>	<u><u>5,598</u></u>	<u><u>237,970</u></u>	<u><u>232,576</u></u>

Honicknowle Commnet Limited

(A Company Limited by Guarantee)

BALANCE SHEET AS AT 31ST MARCH, 2021

	Notes	£ 31/03/21	£ 31/03/20
FIXED ASSETS			
Tangible Assets	12	184,827	189,411
CURRENT ASSETS			
Debtors & Prepayments	13	432	555
Cash at Bank & in Hand	3	<u>82,599</u>	<u>70,186</u>
		83,031	70,741
CREDITORS:			
Amounts falling due within one year	14	29,887	27,576
NET CURRENT ASSETS		53,144	43,165
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>237,970</u>	<u>232,576</u>
NET ASSETS		<u>237,970</u>	<u>232,576</u>
CAPITAL AND RESERVES			
Restricted Funds	16	5,598	-
Reserves	16	15,000	19,000
Designated Funds	16	183,376	190,700
Unrestricted Funds	16	<u>33,996</u>	<u>22,876</u>
Profit and Loss Account		<u>237,970</u>	<u>232,576</u>

For the year ended 31/03/21 the company was entitled to exemption under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

ON BEHALF OF THE BOARD:

Director

Director

Print Name

Print Name

Approved by the Board on:

_____-Date

_____-Date

Honicknowle Commnet Limited

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st March, 2021

1. ACCOUNTING POLICIES:

Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

Basis of Accounting

The financial statements have been prepared under the historical cost convention and on an Accruals basis, in accordance with the Financial Reporting Standard for Smaller Entities (effective April, 2008), the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March, 2005 (SORP 2005) and the Companies Act 2006.

Incoming Resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Grants, including grants for the purpose of fixed assets, are recognised in full in the statement of financial activities in the year in which they are receivable.

Income from investments is included in the year in which it is receivable.

Resources Expended

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which can not be recovered.

Charitable expenditure 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 and those of an indirect nature necessary to support them.

Unrestricted Funds

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

Designated Funds

Designated funds are unrestricted funds earmarked by the management committee for particular purposes.

Restricted Funds

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.

Tangible Fixed Assets

Tangible Fixed Assets are stated at cost less accumulated depreciation.

For valuation purposes, depreciation is calculated at the following annual rates, in order to write off each asset over its estimated useful life:

Fixtures, Fittings and Equipment:-	25% over four years on a straight line basis.
Property:-	2% on a reducing balance.

Honicknowle Commnet Limited

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st March, 2021

2. DONATIONS

	Unrestricted £	Restricted £	31/03/2021 Total £	31/03/2020 Total £
General donations	-	-	-	-
	-	-	-	-

3. CURRENT ASSETS: Cash and Bank

	31/03/2021 £	31/03/2020 £
Barclays - Base Rate Reward Account	50,369	30,328
Barclays - Community Account	27,153	37,100
Barclays - Business Premium Account	4,919	2,517
Petty Cash	158	239
	82,599	70,186

4. INCOMING RESOURCES FROM ACTIVITIES TO FURTHER THE CHARITY'S OBJECTS

	Unrestricted Funds £	Restricted Funds £	31/03/2021 Total £	31/03/2020 Total £
Fees	-	-	-	9,000
Grants:				
Lloyds	-	31,231	31,231	24,242
Children In Need	-	29,518	29,518	21,530
Big Lottery	-	22,917	22,917	1,791
Peoples Health Trust	-	2,261	2,261	10,740
Local Giving (Fareshare)	-	1,000	1,000	-
Clarion Ambassadors' Project	-	4,167	4,167	5,939
PCC Councillors	-	-	-	400
Esme Fairbairn	-	-	-	2,083
Plymouth Ladies Charity	-	-	-	300
PCC Fit and Fed	-	-	-	11,648
Four Green	-	-	-	100
	-	91,093	91,093	87,773

5. OTHER INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	31/03/2021 Total £	31/03/2020 Total £
Sundry	-	-	-	8,250
	-	-	-	8,250

Honicknowle Commnet Limited

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st March, 2021

6. COSTS OF CHARITABLE ACTIVITIES

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	31/03/2021 Total £	31/03/2020 Total £
Charitable Activities	-	4,246	84,974	89,220	97,359
	-	4,246	84,974	89,220	97,359

7. GOVERNANCE EXPENDITURE

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	31/03/2021 Total £	31/03/2020 Total £
	-	-	521	521	505
	-	-	521	521	505

8. NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:	Unrestricted Fund £	Designated Fund £	Restricted Fund £	31/03/2021 Total £	31/03/2020 Total £
Accountants' Remuneration	-	-	521	521	505
Depreciation	-	4,246	1,013	5,259	844
	-	4,246	1,534	5,780	1,349

9. STAFF COSTS AND NUMBERS

Staff costs were as follows:	31/03/2021 £	31/03/2020 £
Salaries and wages	57,062	64,179
Tax and NI	8,300	7,437
Pensions	2,318	1,543
	65,361	71,616

No employee received emoluments of more than £60,000 (2020 none).

Honicknowle Commnet Limited

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st March, 2021

The average weekly number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	31/03/2021	31/03/2020
	No	No
Full Time	2	2
Part Time	5	7
	<u>7</u>	<u>9</u>

10. TAXATION

The charity's activities should fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts and we have applied for dormancy.

11. TRANSACTIONS WITH THE TRUSTEES

During the year the company did not reimburse trustees' expenditure.

12. TANGIBLE FIXED ASSETS

	Land & Buildings	Fixtures, Fittings & Equipment	Total
	£	£	£
Brought Forward	212,306	3,377	215,683
Additions	-	675	675
Fully Depreciated	-	-	-
As at 31st March, 2021	<u>212,306</u>	<u>4,052</u>	<u>216,358</u>
Depreciation			
Brought Forward	24,684	1,588	26,272
Charge for the period	4,246	1,013	5,259
Fully Depreciated	-	-	-
As at 31st March, 2021	<u>28,930</u>	<u>2,601</u>	<u>31,531</u>
Net Book Value:			
As at 31st March, 2021	<u>183,376</u>	<u>1,451</u>	<u>184,827</u>
Net Book Value:			
As at 1st April, 2020	<u>187,622</u>	<u>1,789</u>	<u>189,411</u>

13. DEBTORS: Amounts falling due within one year

	31/03/2021	31/03/2020
	£	£
Trade Debtors	-	-
Prepayments	432	555
	<u>432</u>	<u>555</u>

Honicknowle Commnet Limited

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st March, 2021

14. CREDITORS: Amounts falling due within one year:

		31/03/2021 £	31/03/2020 £
Trade Creditors		531	1,740
Grant Accruals:			
	Lloyds Bump and Beyond	18,746	18,504
	Children in Need	8,527	5,666
	Big Lottery - Reach Out	2,083	-
	Clarion	-	1,667
		29,887	27,576

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Reserves Funds £	Total Funds £
Tangible fixed assets	-	184,827	-	-	184,827
Current assets	63,884	13,549	5,598	-	83,031
Current liabilities	29,887	-	-	-	29,887
Net assets as at 31st March, 2021	33,997	198,376	5,598	-	237,970

16. MOVEMENTS IN FUNDS

Restricted Funds	1/4/20 £	Incoming Resources £	Outgoing Resources £	Transfers £	31/3/21 £
Grants:					
Big Lottery	-	22,917	22,917	-	-
Peoples Health Trust	-	2,261	2,261	-	-
Lloyds	-	31,231	25,633	-	5,598
Children In Need	-	29,518	29,518	-	-
Clarion Ambassadors' Project	-	4,167	4,167	-	-
Local Giving (Fareshare)	-	1,000	1,000	-	-
TOTALS	-	91,093	85,495	-	5,598
Designated Funds					
Closure and Redundancy Costs	19,000	-	-	-4,000	15,000
Capital Asset (Building)	187,622	-	4,246	-	183,376
	206,622	-	4,246	-4,000	198,376
Unrestricted funds:					
Unrestricted Funds	25,954	42	-4,000	4,000	33,996
Total Unrestricted Funds	25,954	42	-4,000	4,000	33,996
Total Funds	232,576	91,135	85,741	-	237,970

Honicknowle Commnet Limited

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st March, 2021

17. CAPITAL COMMITMENTS

The charity has no capital commitments as at 31st March 2021 or 31st March 2020.

18. COMPANY LIMITED BY GUARANTEE

Honicknowle Commnet Ltd. Is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required, not exceeding £1, to the assets of the charitable company in the event of its being wound up whilst he or she is a member, or within one year after they cease to be a member.

19. PURPOSES OF RESTRICTED FUNDS

Grants: -

Big Lottery - Reach Out	Funding for a covid recovery program focusing on providing an outdoor space, supporting the community and providing a food bank.
Local Giving (Fareshare)	To support the food bank and provide Christmas food parcels and gifts for children in the local area.
Children In Need (The Hope Project)	To fund working with young women aged 13 – 16 years who are at risk of, or involved in, sexual exploitation and have poor mental health.
Lloyds - Bump and Beyond	A pilot project working with young and expectant mums providing advice and support.
People's Health Trust	Funding a delivery program aimed at supporting parent of children with autism.

These notes form part of the financial statements

The following pages do not form part of the statutory accounts.

Honicknowle Commnet Limited

Statement of Financial Activities (including an Income and Expenditure Account)

(A Company Limited by Guarantee)

for the year ended 31st March, 2021

	2021		2020	
	£	£	£	£
<u>Incoming Resources</u>				
Incoming resources from generating funds:				
Activities for Generating Funds:				
Fees	-		9,000	
		-		9,000
Investment Income				
Bank Interest Receivable	42		295	
		42		295
Total Incoming resources from generating funds:		42		9,295
Incoming resources from charitable activities				
Grant Funding				
Big Lottery -Reach Out	22,917		1,791	
Peoples Health Trust	2,261		10,740	
Lloyds Bump and Beyond	31,231		24,242	
Local Giving (Fareshare)	1,000		-	
Clarion Ambassadors' Project	4,167		5,939	
Oasis Links - Esme Fairbairn	-		2,083	
Plymouth Ladies Charity	-		300	
PCC Fit and Fed	-		11,648	
PCC Councillors	-		400	
Children In Need	29,518		21,530	
Four Green	-		100	
		91,093		78,773
Other incoming resources				
Donations	-		-	
Fundraising	-		186	
HMRC	-		7,704	
Miscellaneous	-		360	
		-		8,250
Total Incoming Resources		91,135		96,317

Honicknowle Commnet Limited

Statement of Financial Activities (including an Income and Expenditure Account)

(A Company Limited by Guarantee)

for the year ended 31st March, 2021

Resources Expended

Costs of Generating Funds:	2021		2020	
	£	£	£	£
Charitable Activities				
Wages and Salaries	57,062		64,179	
Tax and NI	8,300		7,437	
Pension	2,318		1,543	
Redundancy	-		4,576	
Staff Travel	32		58	
Activities and Trips	-		1,561	
Materials	1,817		2,240	
Transport	192		590	
Catering	697		1,389	
Training	200		620	
Office Costs	1,650		439	
Utilities/Rates	4,403		5,001	
Telephone and Internet	827		2,380	
Memberships & Subscriptions	341		241	
Insurance	1,288		1,237	
Recruitment/Advertising	27		0	
Health/Cleaning	335		148	
Repairs and Maintenance	427		1,098	
Rent	-		1,456	
Sundry	45		305	
Depreciation	5,259		844	
Charitable Activities Total Expenditure		85,220		97,344
Governance Costs				
Independent Examination	521		505	
Total Governance Costs		521		505
Total Resources Expended		85,741		97,849
Net Incoming/(Outgoing) Resources for the Year:		5,394		-1,532