

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

## **REPORT AND ACCOUNTS**

for the year ended  
31st March, 2022

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, 2022**

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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

<b>Directors/Trustees:</b>	Angela Carthy	Chair
	Alison Richardson	Treasurer
	Josephine Bussell	Secretary
	Cllr. Pam Buchan	
	PCSO Kate Stanley	
	Mark Parlett	Appointed April 2021

**Registered Office:** Honicknowle Green  
Plymouth  
PL5 3PX

**Accountants:** St. Kew Accountancy Ltd.  
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, 2022**

The trustees present their annual report along with the financial statements for the year ended 31st March, 2022. 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, 2022**

**ACHIEVEMENTS AND PERFORMANCE**

Honicknowle Commnet Ltd is now approaching its 24th 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 31/03/22 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, 2022**

**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  
St. Kew Accountancy Ltd.

Date: 20th July, 2022

**Honicknowle Commnet Limited**

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

**for the year ended 31st March, 2022**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	<b>Total Funds 2022 £</b>	Total Funds 2021 £
<b>Incoming Resources</b>						
Incoming resources from generating funds:						
Activities to generate funds			-	-	-	-
Investment Income		5	-	-	<b>5</b>	42
Incoming resources from charitable activities	4	70	-	78,555	<b>78,626</b>	91,093
Other incoming resources	5	-	-	-	-	-
<b>Total Incoming Resources</b>		<u>75</u>	<u>-</u>	<u>78,555</u>	<u><b>78,630</b></u>	<u>91,135</u>
<b>Resources Expended</b>						
Charitable Activities	6	-	4,246	84,153	<b>88,399</b>	86,262
Governance Costs	7	1,842	-	-	<b>1,842</b>	-521
<b>Total Resources Expended</b>		<u>1,842</u>	<u>4,246</u>	<u>84,153</u>	<u><b>90,242</b></u>	<u>85,741</u>
<b>Net Outgoing Resources:</b>						
<b>Net movement in Funds</b>		-1,767	-4,246	-5,598	<b>-11,611</b>	5,394
<b>Total Funds at 1st April 2020</b>		33,996	198,376	5,598	<b>237,970</b>	232,576
<b>Internal Transfer of Funds</b>		-	-	-	-	-
<b>Total Funds at 31st March 2021</b>		<u>32,229</u>	<u>194,130</u>	<u>-</u>	<u><b>226,358</b></u>	<u>237,970</u>

**Honicknowle Commnet Limited**

(A Company Limited by Guarantee)

**BALANCE SHEET AS AT 31ST MARCH, 2022**

	Notes	£ 31/03/22	£ 31/03/21
<b>FIXED ASSETS</b>			
Tangible Assets	12	180,020	184,827
<b>CURRENT ASSETS</b>			
Debtors & Prepayments	13	453	432
Cash at Bank & in Hand	3	<u>107,855</u>	<u>82,599</u>
		108,308	83,031
<b>CREDITORS:</b>			
Amounts falling due within one year	14	61,968	29,887
<b>NET CURRENT ASSETS</b>		<b>46,340</b>	<b>53,144</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b><u>226,359</u></b>	<b><u>237,970</u></b>
<b>NET ASSETS</b>		<b><u>226,358</u></b>	<b><u>237,970</u></b>
<b>CAPITAL AND RESERVES</b>			
Restricted Funds	16	-	5,598
Reserves	16	15,000	15,000
Designated Funds	16	179,130	183,376
Unrestricted Funds	16	<u>32,229</u>	<u>33,996</u>
Profit and Loss Account		<b><u>226,358</u></b>	<b><u>237,970</u></b>

For the year ended 31/03/22 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, 2022

### 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, 2022

### 2. DONATIONS

			31/03/2022	31/03/2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
General donations	-	-	-	-
	-	-	-	-

### 3. CURRENT ASSETS: Cash and Bank

	31/03/2022	31/03/2021
	£	£
Barclays - Base Rate Reward Account	80,373	50,369
Barclays - Community Account	20,019	27,153
Barclays - Business Premium Account	7,319	4,919
Petty Cash	144	158
	107,855	82,599

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

	Unrestricted	Restricted	31/03/2022	31/03/2021
	Funds	Funds	Total	Total
	£	£	£	£
Fees	-	-	-	-
Grants:				
Children In Need	-	34,107	34,107	29,518
Lloyds	-	22,350	22,350	31,231
Peoples Health Trust	-	10,178	10,178	2,261
Big Lottery	-	5,337	5,337	22,917
Clarion Ambassadors' Project	-	4,167	4,167	1,667
Tesco Bags of Help	-	1,166	1,166	-
Local Giving (Fareshare)	-	1,000	1,000	1,000
Soil Association	-	150	150	-
Plymouth Ladies Charity	-	100	100	-
	-	78,555	78,555	88,593

### 5. OTHER INCOMING RESOURCES

	Unrestricted	Restricted	31/03/2022	31/03/2021
	Funds	Funds	Total	Total
	£	£	£	£
Sundry	70	-	70	-
	70	-	70	-

**Honicknowle Commnet Limited**

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March, 2022

**6. COSTS OF CHARITABLE ACTIVITIES**

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	31/03/2022 Total £	31/03/2021 Total £
Charitable Activities	1,842	4,246	84,153	<b>90,241</b>	85,667
	<u>1,842</u>	<u>4,246</u>	<u>84,153</u>	<u><b>90,241</b></u>	<u>85,667</u>

**7. GOVERNANCE EXPENDITURE**

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	31/03/2022 Total £	31/03/2021 Total £
	527	-	-	<b>527</b>	521
	<u>527</u>	<u>-</u>	<u>-</u>	<u><b>527</b></u>	<u>521</u>

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

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	31/03/2022 Total £	31/03/2021 Total £
This is stated after charging:					
Accountants' Remuneration	527	-	-	<b>527</b>	521
Depreciation	-	-	5,410	<b>5,410</b>	5,259
	<u>527</u>	<u>-</u>	<u>5,410</u>	<u><b>5,936</b></u>	<u>5,780</u>

**9. STAFF COSTS AND NUMBERS**

Staff costs were as follows:

	31/03/2022 £	31/03/2021 £
Salaries and wages	<b>54,134</b>	57,062
Tax and NI	<b>7,991</b>	8,300
Pensions	<b>2,106</b>	2,318
	<u><b>62,126</b></u>	<u>65,361</u>

No employee received emoluments of more than £60,000 (2021 none).

# Honicknowle Commnet Limited

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st March, 2022

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

	31/03/2022	31/03/2021
	No	No
Full Time	2	2
Part Time	5	5
	<u>7</u>	<u>7</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	4,052	<b>216,358</b>
Additions	-	603	<b>603</b>
Fully Depreciated	-	-	-
As at 31st March, 2022	<u>212,306</u>	<u>4,655</u>	<u><b>216,961</b></u>
<b>Depreciation</b>			
Brought Forward	28,930	2,601	<b>31,531</b>
Charge for the period	4,246	1,164	<b>5,410</b>
Fully Depreciated	-	-	-
As at 31st March, 2022	<u>33,176</u>	<u>3,765</u>	<u><b>36,941</b></u>
<b>Net Book Value:</b>			
As at 31st March, 2022	<u>179,130</u>	<u>890</u>	<u><b>180,020</b></u>
<b>Net Book Value:</b>			
As at 1st April, 2021	<u>183,376</u>	<u>1,451</u>	<u><b>184,827</b></u>

### 13. DEBTORS: Amounts falling due within one year

	31/03/2022	31/03/2021
	£	£
Trade Debtors	-	-
Prepayments	453	432
	<u>453</u>	<u>555</u>

# Honicknowle Commnet Limited

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st March, 2022

### 14. CREDITORS: Amounts falling due within one year:

		31/03/2022 £	31/03/2021 £
Trade Creditors		1,532	531
Grant Accruals:			
	Lloyds Bump and Beyond	21,396	18,746
	Children in Need	8,988	8,527
	Big Lottery - Reach Out	22,783	2,083
	Peoples' Health Trust	7,270	-
		<b>61,968</b>	<b>29,887</b>

### 15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Reserves Funds £	Total Funds £
Tangible fixed assets	890	179,130	-	-	180,020
Current assets	93,308	-	-	15,000	108,308
Current liabilities	61,968	-	-	-	61,968
Net assets as at 31st March, 2022	32,229	179,130	-	15,000	226,358

### 16. MOVEMENTS IN FUNDS

Restricted Funds	1/4/21 £	Incoming Resources £	Outgoing Resources £	Transfers £	31/3/22 £
<b>Grants:</b>					
Children In Need	-	34,107	34,107	-	-
Lloyds	5,598	22,350	27,948	-	-
Peoples Health Trust	-	10,178	10,178	-	-
Big Lottery	-	5,337	5,337	-	-
Clarion Ambassadors' Project	-	4,167	4,167	-	-
Tesco Bags of Help	-	1,166	1,166	-	-
Local Giving (Fareshare)	-	1,000	1,000	-	-
Soil Association	-	150	150	-	-
Plymouth Ladies Charity	-	100	100	-	-
<b>TOTALS</b>	5,598	78,555	84,153	-	-
<b>Designated Funds</b>					
Closure and Redundancy Costs	15,000	-	-	-	15,000
Capital Asset (Building)	183,376	-	4,246	-	179,130
	198,376	-	4,246	-	194,130
<b>Unrestricted funds:</b>					
Unrestricted Funds	33,996	75	1,842	-	32,229
<b>Total Unrestricted Funds</b>	33,996	75	1,842	-	32,229
<b>Total Funds</b>	237,970	78,630	90,242	-	226,358

## **Honicknowle Commnet Limited**

### **NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st March, 2022**

#### **17. CAPITAL COMMITMENTS**

The charity has no capital commitments as at 31st March 2022 or 31st March 2021.

#### **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, 2022**

	2022		2021	
	£	£	£	£
<b><u>Incoming Resources</u></b>				
<b>Incoming resources from generating funds:</b>				
Activities for Generating Funds:				
Fees	-		-	
		-		-
Investment Income				
Bank Interest Receivable	5		42	
		5		42
<b>Total Incoming resources from generating funds:</b>		5		42
 <b>Incoming resources from charitable activities</b>				
Grant Funding				
Children In Need	34,107		22,917	
Lloyds	22,350		2,261	
Peoples Health Trust	10,178		31,231	
Big Lottery	5,337		1,000	
Clarion Ambassadors' Project	4,167		4,167	
Tesco Bags of Help	1,166		-	
Local Giving (Fareshare)	1,000		-	
Soil Association	150		-	
Plymouth Ladies Charity	100		29,518	
		78,555		91,093
 <b>Other incoming resources</b>				
Donations	-		-	
Fundraising	-		-	
HMRC	-		-	
Miscellaneous	70		-	
		70		-
 <b>Total Incoming Resources</b>		78,630		91,135

# Honicknowle Commnet Limited

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

(A Company Limited by Guarantee)

for the year ended 31st March, 2022

### Resources Expended

Costs of Generating Funds:	2022		2021	
	£	£	£	£
<b>Charitable Activities</b>				
Wages and Salaries	54,134		57,062	
Tax and NI	7,991		8,300	
Pension	2,106		2,318	
Staff Travel	30		32	
Activities and Trips	2,878		-	
Materials	3,171		1,817	
Transport	1,615		192	
Catering	1,065		697	
Training	150		200	
Office Costs	1,495		1,650	
Utilities/Rates	5,802		4,403	
Telephone and Internet	891		827	
Memberships & Subscriptions	595		341	
Insurance	1,339		1,288	
Recruitment/Advertising	-		27	
Health/Cleaning	329		335	
Repairs and Maintenance	203		427	
Sundry	510		45	
Depreciation	5,410		5,259	
<b>Charitable Activities Total Expenditure</b>		<b>89,715</b>		<b>85,220</b>
<b>Governance Costs</b>				
Independent Examination	527		521	
<b>Total Governance Costs</b>		<b>527</b>		<b>521</b>
<b>Total Resources Expended</b>		<b>90,242</b>		<b>85,741</b>
<b>Net Outgoing/(Incoming) Resources for the Year:</b>		<b>-11,611</b>		<b>5,394</b>