

Company registration number: 05328096
England and Wales

**THE TENDRING FURNITURE SCHEME
A COMPANY LIMITED BY GUARANTEE
TRUSTEES REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2023**

Charity Number 1108869

ANTHONY BATTYE
Chartered Accountant
47 Hadleigh Road
Frinton on Sea
Essex CO13 9HQ

THE TENDRING FURNITURE SCHEME

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*Pages 1 to 5 incorporate the directors' report for the purposes of the Companies Act 2006.

**THE TENDRING FURNITURE SCHEME
(Limited by Guarantee)
REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY
For the year ended 31 March 2023**

The Trustees of the Charity, for the purposes of company law, are also Directors, who served during the year are as follows:

Mr J Allison, Chairman
Mrs T Hearne, Treasurer
Mrs P Ridgeon (appointed 1 December 2022)
Mr B Hearne (appointed 1 December 2022)
Mr J J Allison (appointed 1 December 2022)

Company registered number

05328096

Charity registered number

1108869

Registered office

Rocket House, 43, Stephenson Road, Clacton on Sea, Essex, CO15 4XA

Company Secretary

Mrs T Hearne

Accountant

Anthony Battye, Chartered Accountant
47 Hadleigh Road, Frinton on Sea, Essex CO13 9HQ

**THE TENDRING FURNITURE SCHEME
(Limited by Guarantee)
TRUSTEES' REPORT
For the year ended 31 March 2023**

The Trustees, who are also directors for the purposes of company law, are pleased to present this report and the financial statements of The Tendring Furniture Scheme for the year ended 31 March 2023.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Trustees have obligations as employers of staff and as owners of Rocket House, the warehouse and office facility from which the scheme operates.

Governing Document

The Tendring Furniture Scheme is a company limited by guarantee governed by its Memorandum and Articles of Association dated 10 January 2005 and amended on 11 March 2005 in accordance with Charity Commission guidance. It is registered as a charity with the Charity Commission.

The principal objects of the charity are

- a) "to relieve either generally or individually persons resident in Tendring, Essex and its surrounding areas who are in conditions of need, hardship or distress by the provision of furniture and other household accessories calculated to reduce the need, hardship or distress of such persons who have no other means of obtaining help."
- b) "to develop the capacity and skills of the members of the socially and economically disadvantaged community of Tendring, Essex, and its surrounding areas by providing training of volunteers to enhance their opportunities to develop their skills so that they are better able to identify, and help meet, their needs and to participate more fully in society."

Appointment of trustees

The management of the charity is the responsibility of the current trustees, as set out on page 1, who are elected under the terms of the Constitution.

New trustees receive induction, training, and regular meetings with the existing trustees. The charity holds regular meetings where personnel and trustees discuss the operations, priorities and strategic direction, and the trustees themselves meet separately on a regular basis.

During the induction process new trustees meet key employees. They are encouraged to attend training events which will facilitate them in successfully carrying out their role.

Organisation and Management

The board of trustees administers the charity. The board meets on a regular basis.

The Trustees have filled the managerial role on a voluntary basis.

Employed on average were three full time staff, five part time and three volunteers not including the Trustees themselves. These cover warehouse, driving, office and cleaning duties.

Risk Management

The trustees have a risk management strategy which comprises:

- Regular reviews of the risks the charity may face.
- Responding to any identified risks and recommend appropriate action by the board of trustees.
- The implementation of procedures designed to minimise any impact on the charity should those risks materialise.

**THE TENDRING FURNITURE SCHEME
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TRUSTEES' REPORT
For the year ended 31 March 2023**

In particular, the financial controls in place aim to be robust and appropriate and conform to the guidelines issued by the Charity Commission. They include the production and reporting of budget performance on a monthly basis, reporting mechanisms for recording information and an accountability framework.

A key element in the management of financial risk is the setting of a reserves' policy and its regular review by the trustees.

OBJECTIVES AND ACTIVITIES

In setting out its aims and objectives the trustees confirm that they have had regard to the Charity Commissioners guidance on public benefit and are satisfied that the organisation conforms with these requirements.

The charity has the general aim of improving the quality of life and standard of living of low income households within its catchment area and of reducing social exclusion.

The charity operates two core functions: the collection of donated furniture items and their redistribution to people in need; and the provision of training and work experience opportunities for volunteers and placements. The trustees are keen to encourage their staff and volunteers to attain a wide range of good quality skills.

An important, additional benefit of the scheme is the diversion of a significant amount of material from landfill which contributes to an enhanced environment for all residents. This objective is carried out in conjunction with Tendring District Council, Essex County Council and relevant authorities/social groups.

ACHIEVEMENTS AND PERFORMANCE

As far as possible COVID preventative measures have continued in place where applicable such as safety screens, antibacterial sanitation etc. Clients enter through doors which open automatically.

Upgraded computer systems to achieve enhanced security and more efficient processing of data.

Linked in to social media enhancing publicity and sales

Improved the efficiency of handling of bulky waste which has achieved a cost reduction

The ongoing problem with the building flooding in period of exceptional rainfall has been addressed.

As in previous years:

There is an emphasis on the importance of effective waste management as a whole and the income generating/cost saving opportunities therein. For example recycling scrap saves on waste disposal costs and also generates some income.

We have dealt with similar volumes of collections of furniture items, and sales of furniture items. This has all been achieved without increasing prices, continuing a policy of not charging for collection and delivery – there is a discount price for those who are eligible (including means tested benefits and many other groups).

We continue to concentrate our service in the most deprived wards of the District, but are always conscious that the rural areas have problems of access that make our service to them particularly important.

We have continued to work in partnership with many of the local statutory and community caring and support agencies including Essex County Council, Tendring District Council, Peabody Housing,

THE TENDRING FURNITURE SCHEME
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TRUSTEES' REPORT
For the year ended 31 March 2023

ACHIEVEMENTS AND PERFORMANCE (cont.)

Social Services, CVS Tendring and other community groups including local churches, to forge successful relationships with them to the benefit of our clients, volunteers and placements.

The Trustees are immensely grateful for the support and contribution of the staff, volunteers and the placements who work within the scheme as well as the general public at large. We know we could not function without them. We should like to record our thanks to them all.

FINANCIAL REVIEW

Reserves policy

The accounts conform to the requirements of the Accounting and Reporting by Charities: Statement of Recommended Practice. It is the policy of the trustees to aim to have sufficient reserves to cover 6-12 months' running costs, which allows the charity to continue to operate/prudently wind down in the event of a significant drop in income/ increase in costs.

PLANS FOR FUTURE PERIODS

The following items are in a state progress:

- Solar panelling is being planned for (still on the wishlist).
- Planning the purchase of a new vehicle.
- New roller shutter for rear door (wishlist)
- Plastic curtain for rear roller door (wishlist)
- Refurbishment of toilet and hygiene facilities.
- Upgrade of warehouse flooring
- Replacement of the disabled lift.

The Trustees' vision is to provide a means through which the needs of the disadvantaged of the Community are effectively met and satisfied, and that those volunteers and staff working within the Charity fulfil their own personal and career goals through the work that they do.

TRUSTEES' RESPONSIBILITIES

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

Under Company (and Charity) law The Trustees are required to prepare a statement of accounts for each financial year which gives a true and fair view of the state of affairs of the Charitable Company at the end of the financial year and of the incoming resources and application of resources in the year. In preparing the statements of account, the Trustees are required to:

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

THE TENDRING FURNITURE SCHEME
(Limited by Guarantee)
TRUSTEES' REPORT
For the year ended 31 March 2023

TRUSTEES' RESPONSIBILITIES (cont.)

The Trustees are responsible for keeping proper records which disclose with reasonable accuracy at any time the financial position of the Charitable Company at that time and to enable the Trustees to ensure that any statement of account prepared by them complies with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charitable Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board on 17 August 2024 and signed on its behalf by

Mr J Allison
Chairman

Mrs T Hearne
Director

**THE TENDRING FURNITURE SCHEME
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE TENDRING FURNITURE SCHEME (A company limited by guarantee)**

I report on the accounts of the company for the year ended 31 March 2023 which are set out on pages 7 to 13.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- * examine the accounts under section 145 of the 2011 Act;
- * to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- * to state whether 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 Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented by those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present "a true and fair view" and the report is limited to those matters set out in the statement below.

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 s386 of the Companies Act 2006; and
- * to prepare accounts which accord with the accounting records, comply with the accounting requirements of sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

ANTHONY BATTYE
Chartered Accountant
47 Hadleigh Road
Frinton on Sea
Essex CO13 9HQ

17 August 2024

THE TENDRING FURNITURE SCHEME
STATEMENT OF FINANCIAL ACTIVITIES
(incorporating income and expenditure account)
AS AT 31 MARCH 2023

		Unrestricted Funds 2023	Restricted Funds 2023	Endowment Funds 2023	Total Funds 2023	As Restated Total Funds 2022
	Note	£	£	£	£	£
<u>INCOME AND ENDOWMENTS</u>						
<u>FROM:</u>						
Donations and legacies	2	167912	-	-	167912	154044
Grants		-			-	11841
Charitable activities	4	<u>7799</u>	<u>-</u>	<u>-</u>	<u>7799</u>	<u>6040</u>
TOTAL INCOMING RESOURCES		<u>175711</u>	<u>-</u>	<u>-</u>	<u>175711</u>	<u>171925</u>
EXPENDITURE ON:						
Charitable activities	5	<u>161609</u>	<u>-</u>	<u>4125</u>	<u>165734</u>	<u>169883</u>
TOTAL RESOURCES EXPENDED		<u>161609</u>	<u>-</u>	<u>4125</u>	<u>165734</u>	<u>169883</u>
NET						
INCOME/(DEFICIT) BEFORE	6	14102	-	(4125)	9977	2042
Transfers between funds	10	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
INCOME/(DEFICIT) BEFORE						
TRANSFERS FOR THE YEAR		<u>14102</u>	<u>-</u>	<u>(4125)</u>	<u>9977</u>	<u>2042</u>
NET MOVEMENT IN FUNDS						
FOR THE YEAR		<u>14102</u>	<u>-</u>	<u>(4125)</u>	<u>9977</u>	<u>2042</u>
Funds brought forward as previously stated		132883	-	74655	207538	
Prior year adjustment (see below)		<u>(14293)</u>	<u>-</u>	<u>-</u>	<u>(14293)</u>	<u>-</u>
Funds brought forward as restated		<u>118590</u>	<u>-</u>	<u>74655</u>	<u>193245</u>	<u>191203</u>
TOTAL FUNDS AT 31 MARCH 2023		<u>132692</u>	<u>-</u>	<u>70530</u>	<u>203222</u>	<u>193245</u>

The Statement of Financial Activities includes all gain and losses recognised in the year.

The Scheme was closed during the government appointed lockdown periods.

The prior year adjustment relates to receipts that were banked in April 2021, and included in the accounts to 31 March 2021. The receipts were not reversed out when preparing the 2022 accounts with result that the bank balance and income were overstated by £14293.

The notes on pages 9 to 13 form part of these financial statements.

**THE TENDRING FURNITURE SCHEME
BALANCE SHEET
AS AT 31 MARCH 2023**

	Note	2023 £	2022 as restated £
FIXED ASSETS			
Tangible Assets	7	<u>91814</u>	<u>97249</u>
CURRENT ASSETS			
Debtors	8	3236	2565
Cash at bank and in hand		<u>110172</u>	<u>98556</u>
		113408	101121
CREDITORS: Amounts falling due within one year	9	<u>(2000)</u>	<u>(5125)</u>
NET CURRENT ASSETS		<u>111408</u>	<u>95996</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		203222	<u>193245</u>
CREDITORS: Amounts falling due after more than one year	9	<u>-</u>	<u>-</u>
		<u>203222</u>	<u>193245</u>
CHARITY FUNDS			
Endowment funds	10	70530	74655
Unrestricted funds - as previously stated	10	<u>132692</u>	<u>132883</u>
		203222	207538
Prior year adjustment (see page 7)		<u>-</u>	<u>(14293)</u>
		<u>203222</u>	<u>193245</u>

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 responsibility for:

- (i) ensuring that the company keeps proper 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 sections 394 and 395, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

These financial statements were approved by the Board on 17 August 2024 and signed on their behalf by

Mr J Allison
Chairman

The notes on pages 9 to 13 form part of these financial statements.

**THE TENDRING FURNITURE SCHEME
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

1 ACCOUNTING POLICIES

Basis of preparation of the financial statements

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), with FRS 102 and the Companies Act 2006 and with the requirements of the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

Funds

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

Restricted funds are to be used for specified purposes as laid down by the donor. Expenditure which meets these criteria is identified to the fund.

Endowment funds are funds that cannot be used as if they were income i.e. they cannot be used to make payment or grants to others.

Resources expended

Resources expended are recognised in the year in which they are incurred.

The bulk of resources expended are on charitable activities. Governance and fundraising costs in the opinion of the trustees are less than 5% of total expenditure and therefore the split is deemed not to be material.

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of the asset as follows:

- Freehold property - 2% of cost, 10% on cost for fixtures
- Equipment /Computer Eqmt - 25%/33% of written down value
- Motor vehicles - 25% of written down value

Incoming resources

Voluntary income received by way of donations and gifts and is included in full in the statement of financial activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at value to the charity where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

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

Income from investments is recognised when receivable.

THE TENDRING FURNITURE SCHEME
NOTES TO THE FINANCIAL STATEMENTS
AS AT 31 MARCH 2023

2 DONATIONS AND LEGACIES

	Unrestricted Funds 2023	Restricted Funds 2023	Endowment Funds 2023	Total Funds 2023	As restated Total Funds 2022
	£	£	£	£	£
Donations					
Sale of donated goods	<u>167912</u>	<u>-</u>	<u>-</u>	<u>167912</u>	<u>154044</u>

3 INVESTMENT INCOME

	Unrestricted Funds 2023	Restricted Funds 2023	Endowment Funds 2023	Total Funds 2023	Total Funds 2022
	£	£	£	£	£
Bank interest receivable	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

4 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2023	Restricted Funds 2023	Endowment Funds 2023	Total Funds 2023	Total Funds 2022
	£	£	£	£	£
Reuse credits income	7799	-	-	7799	6040
Proceeds from recycled materials	-	-	-	-	-
	<u>7799</u>	<u>-</u>	<u>-</u>	<u>7799</u>	<u>6040</u>

5 COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Unrestricted Funds 2023	Restricted Funds 2023	Endowment Funds 2023	Total Funds 2023	As restated Total Funds 2022
	£	£	£	£	£
Cost of activities in furtherance of the charity's objects	<u>161609</u>	<u>-</u>	<u>4125</u>	<u>165734</u>	<u>155590</u>

THE TENDRING FURNITURE SCHEME
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

6 NET INCOME

Net income is stated after charging/(crediting)

	2023 £	2022 £
Depreciation	5435	5580
Staff pension contributions	2066	2134
Independent Examiners fees	2000	2000

7 TANGIBLE FIXED ASSETS

	Freehold property £	Plant and equipment etc. £	Total £
Cost at 1 April 2022	201589	67140	268729
Additions	-	1336	1336
Disposals	-	-	-
Cost at 31 March 2023	<u>201589</u>	<u>68476</u>	<u>270065</u>
Depreciation at 1 April 2022	117437	55379	172816
Charge for the year	4125	1310	5435
Eliminated on disposal	-	-	-
Depreciation at 31 March 2023	<u>121562</u>	<u>56689</u>	<u>178251</u>
Net book value at 31 March 2023	<u>80027</u>	<u>11787</u>	<u>91814</u>
Net book value at 1 April 2022	<u>84152</u>	<u>11761</u>	<u>95913</u>

8 DEBTORS

	2023 £	2022 £
Other debtors	-	608
Prepayments and accrued income	<u>3236</u>	<u>1957</u>
	<u>3236</u>	<u>2565</u>

9 CREDITORS

	2023 £	2022 £
Trade creditors	-	-
Accruals and deferred income	<u>2001</u>	<u>5125</u>
	<u>2001</u>	<u>5125</u>

**THE TENDRING FURNITURE SCHEME
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

10 STATEMENT OF FUNDS

	Brought forward £	Incoming resources £	Resources Expended £	Transfers in/out £	Carried forward £
ENDOWMENT FUND					
Big Lottery Fund	74133	-	(4125)	-	70008
Own Funds	<u>522</u>	-	-	-	<u>522</u>
	<u>78780</u>	-	<u>(4125)</u>	-	<u>70530</u>

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Net current assets £	Total £
ENDOWMENT FUNDS			
Big Lottery Fund	70008	-	70008
Own Funds	<u>522</u>	-	<u>522</u>
	<u>70530</u>	-	<u>70530</u>

12 PURPOSE OF FUNDS

Unrestricted funds

General funds - to cover running costs in the event of reduced funding. The trustees aim to have at least six months worth of running costs in reserves.

Endowment funds

Big Lottery Fund: The balance will fund future depreciation of the freehold property.

13 STAFF COSTS AND EMOLUMENTS

	2023 £	2022 £
Total staff costs were as follows		
Wages and salaries	106189	100766
Social security costs	8437	8204
Other pension costs	<u>2066</u>	<u>2134</u>
	<u>116692</u>	<u>111104</u>

Particulars of employees

The average number of employees during the year, calculated on the basis of full time equivalents

	2023 No	2022 No
Driver/delivery	2	2
Manager in training	1	1
Part time assistant manager in training/admin	1	1
Warehouse	1	1
Warehouse: Part time assistant in training	<u>1</u>	<u>1</u>

No employee received emoluments of more than £60,000 during the year (2022 - nil)

*The trustees continue to have an intensive supervisory role in an unpaid capacity while the training continues.

**THE TENDRING FURNITURE SCHEME
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

14 COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and therefore has no share capital.