

Turning the Red Lights Green

Accounts for the year ended 31 March 2022

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Trustees	Hobson Bullman Roger Crabtree Jenny Greene Peter Hains Anthony Kirk	Philip Lane Jane Miller Fred Peeling Ruth Rogers	(appointed 20 May 2021)
Secretary		Jackie Fernandez Elizabeth Taylor	(resigned 22 October 2021) (appointed 22 October 2021)
Chief Executive Officer		Jackie Fernandez Elizabeth Taylor	(resigned) (appointed)
Registered Office		Harvey's Barn Park End Swaffham Bulbeck Cambridge CB25 0NA	
Company Registration Number		5485413	
Charity Registration Number		1112429	
Independent Examiner		Geoff Mann FCIE Geoff Mann Ltd Dee House 13 Highworth Avenue Cambridge CB4 2BQ	
Bankers		Lloyds Bank plc 48 High Street Newmarket CB8 8LF	

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Accounts for the year ended 31 March 2022

Report of the Trustees

The trustees, who are also directors of the charity for the purposes of the Companies Act, present their annual report for the year ended 31 March 2022.

The accounts comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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) (revised with effect 1 January 2019)

Statement of Trustees' Responsibilities

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that year.

In preparing those accounts, the trustees are required to:

- (i) Select suitable accounting policies and apply them consistently.
- (ii) Make judgements and estimates that are reasonable and prudent.
- (iii) Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- (iv) State whether the policies adopted are in accordance with the Companies Act 1985 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the accounts.
- (v) Observe the methods and principles of the Charities SORP.

The trustees are 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 accounts 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.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Structure, Governance and Management

Governing document

Turning the Red Lights Green is a company limited by guarantee with charitable status which is governed by a memorandum and articles of association.

Appointment of trustees

Trustees are elected by the membership at the AGM. The board, between AGMs, fills vacancies and decides on co-options.

Accounts for the year ended 31 March 2022

Report of the Trustees

Trustee induction and training

The trustees have reviewed the procedures in place for trustee induction and training by reference to guidance published by the Charity Commission. A trustee handbook and trustee tours of Red2Green's services have been devised in order to assist with their induction and training.

Organisational structure

The charity has a board of trustees who met five times during the year and are responsible for its strategic direction and policy, in addition, other sub groups meet at regular intervals between the full board meetings. A chief executive officer (CEO) is appointed by the trustees to manage the day to day operations of the charity. Each service manager reports directly to the CEO who monitors their progress, and that of their project, monthly. In planning their activities for the year the trustees have kept in mind the Charity Commission's guidance on public benefit at their trustee meetings.

Risk management

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

Objectives and Activities

The charity's objects are to increase opportunities in education, training, work and leisure for people with disabilities and special needs and their carers in South and East Cambridgeshire.

Achievements, Performance and Future Developments

These are covered in the charity's 2022 annual report.

Financial Review

Reserves policy

A formal policy on reserves was agreed at the 17th May 2019 meeting of the management committee. It states:

The trustees have set a reserves policy which requires:

Reserves be maintained at a level which ensures that Red2Green's organisation's core activity could continue during a period of unforeseen difficulty
A proportion of reserves be maintained in a readily realisable form.

Accounts for the year ended 31 March 2022

Report of the Trustees

The calculation of the required level of reserves is an integral part of the organisation's planning, budget and forecast cycle.

It takes into account:

Risks associated with each stream of income and expenditure being different from that budgeted - see Red2Green's financial risk assessment
Planned activity level.
Red2Green's commitments.

Current reserves level target

The reserves level will be set at £178,285 comprising:

	£
Redundancy payments	56,876
2 month's salary payments	97,526
Rent, service charge and VAT (1 quarter)	11,883
Winding down costs - telephone etc	6,000
Contingency costs	6,000
	178,285

This policy will be monitored and reviewed yearly by the trustees.

The above report has been prepared in accordance with the small companies regime of the Companies Act 2006. It was approved by the trustees on 28 October 2022 and signed on their behalf



Anthony Kirk
Trustee

Accounts for the year ended 31 March 2022

Independent Examiner's Report

To the Trustees of Turning the Red Lights Green

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022 set out on pages 5 to 12.

Responsibilities and Basis of Report

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

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

Independent Examiner's Report

I have completed my examination. I confirm that no material matters have come to my attention which give me cause to believe that:

- accounting records were not kept in accordance with section 386 of the 2006 Act; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.



Geoff Mann FCIE
Geoff Mann Limited
Dee House
Highworth Avenue
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CB4 2BQ

Accounts for the year ended 31 March 2022

Statement of Financial Activities

	Notes	Unrestricted funds £	2022 Restricted funds £	Total funds £	Unrestricted funds £	2021 Restricted funds £	Total funds £
Income							
Incoming resources from generated funds:							
Investment income		200	0	200	1,187	0	1,187
Incoming resources from charitable activities:							
Contracts for services		546,431	0	546,431	454,874	0	454,874
Grants and donations	2	67,333	108,892	176,225	86,757	113,588	200,345
Miscellaneous income		7,865	0	7,865	9,850	0	9,850
Total Income	1	<u>621,829</u>	<u>108,892</u>	<u>730,721</u>	<u>552,668</u>	<u>113,588</u>	<u>666,256</u>
Expenditure							
Charitable activities		617,966	114,489	732,455	529,980	113,271	643,251
Total Expenditure	3	<u>617,966</u>	<u>114,489</u>	<u>732,455</u>	<u>529,980</u>	<u>113,271</u>	<u>643,251</u>
		3,863	-5,597	-1,734	22,688	317	23,005
Transfers	10	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net income/(expenditure) and net movement in funds for the year	5	3,863	-5,597	-1,734	22,688	317	23,005
Reconciliation of funds							
Total funds brought forward		271,171	5,597	276,768	248,483	5,280	253,763
Total funds carried forward		<u>275,034</u>	<u>0</u>	<u>275,034</u>	<u>271,171</u>	<u>5,597</u>	<u>276,768</u>

Statement of Total Recognised Gains and Losses

There were no recognised gains or losses for 2022 or 2021 other than those included in the Statement of Financial Activities.

Accounts for the year ended 31 March 2022

Balance Sheet

	Notes	2022 £	2021 £
Fixed Assets			
Tangible assets	7	13,496	12,459
Total Fixed Assets		<u>13,496</u>	<u>12,459</u>
Current Assets			
Stocks		500	500
Debtors	8	18,420	11,499
Cash at bank and in hand		294,803	296,731
Total Current Assets		<u>313,723</u>	<u>308,730</u>
Creditors: amounts falling due within one year	9	<u>52,185</u>	<u>44,421</u>
Net Current Assets		<u>261,538</u>	<u>264,309</u>
Net Assets		<u>275,034</u>	<u>276,768</u>
The Funds of the Charity			
Unrestricted funds		275,034	271,171
Restricted funds	10	0	5,597
Total Charity Funds		<u>275,034</u>	<u>276,768</u>

For the year ended 31 March 2022 the charity was entitled to exemption from audit under section 477 Companies Act 2006 and no notice has been deposited under section 476. The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the charity as at the year end and of its deficit for the year in accordance with the requirements of sections 393 and 394 and which otherwise comply with the requirements of the Companies Act 2006, so far as applicable to the charity.

The accounts have been prepared in accordance with the provisions of the Companies Act 2006 applicable to charities subject to the small companies regime and were approved by the trustees on 28 October 2022 and signed on their behalf.



Anthony Kirk
Trustee

Accounts for the year ended 31 March 2022

Notes to the Accounts

1 Accounting Policies

(a) Basis of Preparation of Accounts

The accounts 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) (Revised with effect 1 January 2019) - (Charities SORP (FRS 102)), the financial reporting standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Turning the Red Lights Green meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in relevant accounting policy note(s).

(b) Income

Incoming resources are recognised in the year in which the charity is entitled to the receipt, and the amount can be measured with reasonable certainty. Income is only deferred when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

(c) Expenditure

Includes all expenditure incurred by the charity other than that which has been capitalised.

(d) Operating Leases

Rentals applicable to operating leases, where substantially all of the benefits and risks of ownership remain with the lessor, are charged against income as incurred.

(e) Pensions

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

(f) Fixed Assets

Depreciation is provided on all tangible fixed assets at rates calculated to write-off the costs less estimated residual value of each asset over its expected useful life with a full year's depreciation being charged in the year of acquisition as follows:

Garden buildings	10% straight line basis
Fixtures and fittings	33.33% straight line basis
Motor vehicles	25% straight line basis

Accounts for the year ended 31 March 2022

Notes to the Accounts

Expenditure on office equipment and garden tools is written off in the year in which it is incurred. The trustees are of the opinion that such expenditure has no economic value, and that, in view of this and the nature of the organisation, such costs should not be capitalised.

The charity only capitalises assets costing in excess of £1,000. Typically assets under this value have an economic benefit to the charity of less than one year and are considered revenue in nature.

(g) **Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow moving items. Cost includes all direct expenditure.

(h) **Debtors**

Trade debtors and other debtors are recognised at their settlement amount due after any discounts. Prepayments are valued at the amount prepaid net of any trade discount due.

(i) **Creditors and Provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(j) **Going Concern**

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

(k) **Fund Accounting**

Restricted funds are to be used for the specified purposes laid down by the donor. Expenditure for those purposes is charged to the fund, together with a fair allocation of overhead and support costs.

Designated funds are unrestricted funds, which have been designated for special purposes by the trustees. Unrestricted funds are donations and other incoming resources received or generated for expenditure on the general objects of the charity.

Accounts for the year ended 31 March 2022

Notes to the Accounts

2	Grants and Donations	2022			2021		
		Unrestricted funds £	Restricted funds £	Total funds £	Unrestricted funds £	Restricted funds £	Total funds £
	Access to Work	7,933	0	7,933	0	0	0
	ARM Holdings	25,000	0	25,000	25,000	0	25,000
	Bailey Thomas	0	0	0	0	5,500	5,500
	Big Lottery	0	9,478	9,478	0	32,700	32,700
	Cambs County Council	0	14,869	14,869	0	14,625	14,625
	D'Oyley Carte	0	0	0	0	3,000	3,000
	Digital Lifeline	0	4,000	4,000	0	0	0
	Enabling Activities Trust	0	12,000	12,000	0	0	0
	European Metal Recyclers	0	3,200	3,200	0	0	0
	Heritage Lottery Fund	0	35,618	35,618	0	32,763	32,763
	HMRC job retention scheme	0	0	0	15,824	0	15,824
	Learning Disability Partnership	0	0	0	20,154	0	20,154
	Lloyds Bank Foundation	25,046	0	25,046	11,740	0	11,740
	Pye Foundation	4,500	0	4,500	4,500	0	4,500
	Suffolk County Council	0	4,727	4,727	0	0	0
	Three Guineas Trust	0	25,000	25,000	0	25,000	25,000
	Others less than £2,000	4,854	0	4,854	9,539	0	9,539
		<u>67,333</u>	<u>108,892</u>	<u>176,225</u>	<u>86,757</u>	<u>113,588</u>	<u>200,345</u>
3	Total Expenditure	2022			2021		
		Charitable activities £	Governance costs £	Total expenditure £	Charitable activities £	Governance costs £	Total expenditure £
	Governance and strategy	0	940	940	0	920	920
	Other costs	225,272	0	225,272	159,880	0	159,880
	Staff costs (note 4)	506,243	0	506,243	482,451	0	482,451
		<u>731,515</u>	<u>940</u>	<u>732,455</u>	<u>642,331</u>	<u>920</u>	<u>643,251</u>

Accounts for the year ended 31 March 2022

Notes to the Accounts

4 Staff Costs

No remuneration was paid to any of the trustees in the year. Expenses totalling £nil (2021 - £nil) were reimbursed to them.

The staff costs were:	2022 £	2021 £
Wages and salaries	443,090	425,830
Social security costs	28,656	25,433
Pension contributions	34,497	31,188
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	506,243	482,451
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The average weekly number of staff employed by the charity during the year was 28 (2021 - 27)

No member of staff earned more than £60,000.

5 Net Movement in Funds for the Year

The net movement in funds for the year is stated after charging:	2022 £	2021 £
Independent examination fee	940	920
Operating lease rentals: Land and buildings	39,668	45,354
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6 Other Commitments

At 31 March 2022 the charity had annual commitments under non cancellable operating leases as follows:

	Land and buildings 2022 £	2021 £
Expiry date:		
Within one year	12,659	7,667
Within three years	37,246	33,959
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Notes to the Accounts

7	Tangible Fixed Assets		Leasehold improvements and garden buildings	Fixtures and fittings	Garden tools and office equipment	Motor vehicles	Total
			£	£	£	£	£
	Cost	At 1 April 2021	132,121	19,225	14,991	35,112	201,449
		Additions	0	0	0	17,995	17,995
		Disposals	0	0	0	10,912	10,912
		At 31 March 2022	132,121	19,225	14,991	42,195	208,532
	Depreciation	At 1 April 2021	132,121	12,816	14,991	29,062	188,990
		Charge for the year	0	6,409	0	10,549	16,958
		Disposals	0	0	0	10,912	10,912
		At 31 March 2022	132,121	19,225	14,991	28,699	195,036
	Net Book Value	At 31 March 2022	0	0	0	13,496	13,496
		At 1 April 2021	0	6,409	0	6,050	12,459
8	Debtors: Due within one year					2022 £	2021 £
	Prepayments				11,034	0	
	Trade debtors				7,386	11,499	
					18,420	11,499	
9	Creditors: Due within one year					2022 £	2021 £
	Accruals and deferred income	(see below)			35,625	31,046	
	Other creditors				0	0	
	Sundry creditors				5,460	0	
	Trade creditors				11,100	13,375	
					52,185	44,421	

Accounts for the year ended 31 March 2022

Notes to the Accounts

9	Creditors: Due within one year (continued)	2022 £	2021 £
	Income deferred to the year ended 31 March 2022 included above:		
	Edward Gostling Foundation	12,500	0
	Enabling Activities Trust	0	6,000
	European Metal Recycling	1,800	0
	Lloyds TSB Foundation	21,325	25,046
		<u>35,625</u>	<u>31,046</u>

10 **Restricted Funds**

	Brought forward	Income	Expenditure	Transfers	Carried forward	Tangible fixed assets	Net current assets
	£	£	£			£	£
Aspirations	0	43,678	43,678	0	0	0	0
Cogs2Computers	0	35,618	31,098	-4,520	0	0	0
Core Costs	2,957	7,736	15,213	4,520	0	0	0
Options	2,640	21,860	24,500	0	0	0	0
	<u>5,597</u>	<u>108,892</u>	<u>114,489</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Aspirations	Providing life skills training to adults with autistic spectrum conditions.
Cogs2Computers	Project studying the history of computing funded by the Heritage Lottery Fund
Core Costs	Head Office and support services such as Finance, Facilities and Management costs to support the operational services.
Options	Horticultural and educational opportunities for adults with disabilities Providing transport enabling clients to attend activities.

11 **Related Party Transactions**

There were no related party transactions in the year that required disclosure.