

**COPLESTON CENTRE LIMITED  
(A Company Limited By Guarantee)  
YEAR ENDED 31 DECEMBER 2020**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

**COMPANY REGISTRATION NUMBER 05651247**

**CHARITY REGISTRATION NUMBER 1116694**

**LONDON ACCOUNTANCY PRACTICE  
SOJOURNER TRUTH CENTRE  
161 SUMNER ROAD  
LONDON SE15 6JL**

**COPLESTON CENTRE LIMITED**  
**(A Company Limited By Guarantee)**  
**YEAR ENDED 31 DECEMBER 2020**

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**YEAR ENDED 31 DECEMBER 2020**

**ADMINISTRATIVE INFORMATION**

**GOVERNING DOCUMENT** The organisation is governed by its Memorandum and Articles of Association and 2006 Companies Act.

The company is registered as a company limited by guarantee with the Companies House in England & Wales.

**COMPANY  
REGISTRATION NUMBER:** 05651247

**CHARITY REGISTRATION  
NUMBER:** 1116694

**BOARD OF DIRECTORS:** Rev. Edward Collier  
Stella Cardew  
Bob Simrick (resigned 15/09/2020)  
Peter Collumbell  
Sean O'Hagan  
Angie Bebb  
Rae Mascoll  
Ian Brodie (from 27/01/2020)  
Tim Finch (from 27/01/2020)  
Nicky Chambers (from 14/09/2020)

**FORMAL ADDRESS** Copleston Centre  
Copleston Road, Peckham,  
London SE15 4AN

**BANKERS** HSBC Bank Plc.  
28 Borough High Street  
London SE1 1YB

**INDEPENDENT EXAMINER** London Accountancy Practice  
Sojourner Truth Centre  
161 Sumner Road,  
London  
SE 15 6JL

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**REPORT OF THE BOARD OF DIRECTORS (TRUSTEES)**

The Board of Directors (Trustees) is pleased to present its Annual Report and the financial statements for the year ended 31 December 2020.

**REVIEW OF DEVELOPMENTS, ACTIVITIES AND ACHIEVEMENTS**

**Governing Document**

The organisation is a company limited by guarantee, incorporated on 12 December 2005, and registered as charity number 1116694. The company was established under a Memorandum of Association setting out the objects and powers of the charitable company, and is governed by its Articles of Association. In the event of the company being wound up its members may be required to contribute an amount not exceeding £5.

**Relation to Copleston Centre and Copleston Centre Church**

On 1 April 2006 the company took over the operations of the Copleston Centre (charity registration number 1044054), an unincorporated organisation formed under the terms of a Licence dated 9 May 1978, and registered as a charity in 1995. On the expiry of the Licence in 2006 responsibility for remaining business of the unincorporated organisation reverted to the Parochial Church Council (PCC) of St. Saviour's Peckham (Copleston Centre Church Local Ecumenical Project – see below). The directors of the company are also members of the Copleston Centre Trustee Board which is a sub-committee of the PCC.

**Board of Directors**

The directors of the company are also charity trustees for the purpose of charity law.

Not less than one-third of the directors shall be members of the Copleston Centre Church (see Related Parties below) and be approved as directors by the Church. The Licenced Minister(s) of the Copleston Centre Church is/are *ex officio* director(s).

**Related Parties**

Copleston Centre as an organisation inhabits the building also known as the Copleston Centre, situated on Copleston Road, London SE15 4AN. The building is owned by the Church of England, and the joint Church of England/United Reformed Church congregation worshipping there is known as the Copleston Centre Church.

The objectives and activities of Copleston Centre are consistent with the aims of the Church, but are not necessarily wholly an extension of them.

## **Objectives and Activities**

The mission statement of Copleston Centre:

**Aims:** Copleston Centre is a dynamic organisation that, in partnership with the Church, aims to:

- Work with the community to enable it to develop in a way that improves the quality of life of its members; and
- Enable people to develop their physical, mental and spiritual capacities so that they may grow to full maturity, self-respect and dignity as individuals and members of society.

## **Objectives**

- To provide facilities in accordance with the agreed policies of the Centre for a wide range of groups and in particular for those whose needs are greatest. These include:
  - specific services to meet needs identified by the local community
  - facilities for youth work
  - facilities and support for local community groups and activities
  - provision of a Christian ecumenical worship centre;
- To encourage the involvement of the community in the organisation of the Centre's activities;
- To foster a sense of community among local people;
- To identify the needs of the local community and attempt to meet them through the use of the Centre's resources or by other means;
- To encourage and act as a support for new initiatives arising in the local community;
- To provide, where possible, support for individual members of the community;
- To contribute to a more equal and just society by encouraging each group in the Centre to develop an Equal Opportunities policy, looking particularly at discrimination on the grounds of age, class, disability, marital status, race, religion, sex or sexuality.



## **Achievements and Performance**

We started 2020 with great optimism having grown our income stream sufficiently in 2019 to budget for a new Facilities Manager. We began the recruitment process, but were prevented from employing anyone by the announcement of the lockdown for the Covid-19 pandemic.

With the majority of our income generated from hiring out spaces in our building, we consequently suffered a dramatic fall in income, only partly offset by reduction in costs, and by benefitting from the furlough scheme. We negotiated a half-rent reduction with our long-term hirers, and are particularly grateful to ABC Studio Nursery who were in the unfortunate position of preparing for their opening which was consequently delayed for 6 months.

We had magnificent support from the City Bridge Trust who fund our Older Peoples Programme, both in terms of increased funding and also flexibility to support core costs. Additional funds were forthcoming from Rowena Hughes who has funded the Art Therapy Services for over four years, and Tetley & Wakefield agreed to funding for a Mindfulness Course to be vired to core costs.

During lockdown we worked hard to maintain contact with all our user groups and beneficiaries, adapting services to outdoor spaces where possible, offering classes online if appropriate, helping our users to become more digitally literate, and though making phone calls and distributing newsletters. We adapted our community café to a meal delivery service for vulnerable people "Real Meals on Wheels".

As lockdown started to ease, because we provide therapeutic services we were able to begin re-opening our building straight away, conducting and reviewing risk assessments on a regular basis as guidelines were continually changing.

We strengthened our partnership work, notably with the nearby Albrighton Community Centre and with Art in the Park, and in fact were able to increase our reach into the community and increase the number of beneficiaries.

Towards the end of the years some groups were able to resume their use of the centre, particularly children's activities, and we ended the year feeling that we had weathered the storm pretty well.

The main groups using the centre during this period have been:

- Copleston Creative Therapies – Counselling, Art Therapy & Mindfulness
- Southwark Day Centre for Asylum Seekers
- Silver Linings Soca, Tai Chi (for older people)
- Music appreciation group
- Copleston Together
- ABC Studio Nursery
- Church based groups

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- Parent & Toddler group
- The Looking at Books Group
- Peckham Rye Sings
- Begue Begue Drumming Group
- Magic Football (Football classes for Primary School children)
- Mini Athletics
- 3<sup>rd</sup> Southwark Scout Group



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**FINANCIAL REVIEW**

The results of the year's operation are set out in the attached financial statements. The net surplus in funds for the year amounted to £43,944 and ended 31 December 2020: The retained reserves at 31 December 2020 amounted to £128,105 (and year ended 31 December 2019: £84,161).

**RESERVE POLICY**

The company is required to determine and explain its policy for free reserves. The trustees have reviewed its free reserve policy and have turned its entire unrestricted fund into an emergency reserve to enable Copleston Centre Ltd meet its obligations in the event of a shortfall in income or sudden upturn in expenditure. The organisation is aiming at reserves to cover at least 3 months' core expenditure, which is in the range of £35,394.00. This fund would be used to maintain services for a short while in the event that income was lost or could be used to pay redundancy and other costs of closure if the centre was no longer viable and had to be closed.

**RISK MANAGEMENT**

The trustees have examined the major risk which Copleston Centre Ltd faces and believe that maintaining our free reserves at a reasonable level, combined with our 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 which we face and confirm that they have established systems to mitigate the significant risks.

**TANGIBLE FIXED ASSETS**

The fixed assets comprise of computers, photocopier, kitchen equipment, nursery equipment and other equipment.

**FUNDS AVAILABLE**

The present level of funding is adequate to support the continuation of the company operations for the medium term, and the trustees consider the financial position of the company to be satisfactory.

**VOLUNTEERS**

Copleston Centre recognises the significant contributions made by volunteers.



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**STATEMENT OF BOARD OF TRUSTEES RESPONSIBILITIES**

The Trustees who are also the directors are required under the Companies Act 2006 to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the organisation's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

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

The board of trustees is responsible for keeping proper records which disclose at any time the financial position of the company. They are also responsible for safe guarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.


**APPROVAL**

This report was approved by the board of trustees on:

..... 24th JANUARY ..... 2021

and signed on its behalf by

Signed.....

  
**Edward Collier**  
TIM FINCH

Director

ACTING CHAIR  
OF TRUSTEES

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**INDEPENDENT EXAMINER'S REPORT**

I report on the accounts of the company for the year ended 31<sup>st</sup> December 2020, which are set out on pages 10 to 12.

**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 with 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**

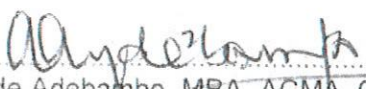
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 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.

  
Ade Adebambo, MBA, ACMA, CGMA, ACG  
London Accountancy Practice  
161 Sumner Road  
London SE15 6JL

Date 25/01/2022

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	<b>Unrestricted</b>	<b>Restricted</b>	<b>2020</b>	<b>2019</b>
<b>Incoming Resources</b>	<b>Fund</b>	<b>Fund</b>	<b>Total</b>	<b>Total</b>
<b>Incoming Resources from generated funds:</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Voluntary Income	94,449	36,633	131,082	52,596
Investment Income	57	0	57	123
Incoming resources from charitable activities	51,341	3,041	54,382	84,110
<b>Total Incoming Resources</b>	<b>145,847</b>	<b>39,674</b>	<b>185,521</b>	<b>136,829</b>
<b>Costs of generating funds</b>				
<b>Charitable activities</b>	101,356	40,221	141,577	141,998
<b>Total Resources Expended</b>	<b>101,356</b>	<b>40,221</b>	<b>141,577</b>	<b>141,998</b>
<b>Net Incoming Resources</b>	44,491	(547)	43,944	(2,870)
<b>Balances brought forward</b>	59,158	25,003	84,161	87,031
<b>Fund balances carried forward</b>	<b>103,649</b>	<b>24,456</b>	<b>128,105</b>	<b>84,161</b>



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		<b>2020</b>	<b>2019</b>
		<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>			
<b>CURRENT ASSETS</b>			
Debtors	24,773	12,744	
Prepayments and Deposits	3,712	1,527	
Cash at Bank	106,662	82,462	
Cash at Hand	105	1,857	
		<b>135,252</b>	<b>98,590</b>
<b>CURRENT LIABILITIES</b>			
Creditors and Accruals	6,559	12,404	
Hall Deposits Received	588	2,025	
		<b>7,147</b>	<b>14,429</b>
<b>NET ASSET</b>		<b>128,105</b>	<b>84,161</b>
<b>REPRESENTED BY:</b>			
<b>FUNDS:</b>			
Unrestricted		103,649	59,158
Restricted		24,456	25,003
		<b>128,105</b>	<b>84,161</b>
Approved by the Board of Trustees on.....2021			
and signed on its behalf by:			
Sign.....	Director/Chair		
<del>Edward Collier</del> <b>TIM FINCH</b>			
Sign.....	Director		
<del>Isabelle Gregory</del> <b>Rae Whall mascoll</b>			



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**BALANCE SHEET (Continued)**

The directors who are also the trustees consider that for the year ended 31<sup>st</sup> December 2020 the Company was entitled to exemption under subsection 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain the audit of its accounts for the year in question in accordance with section 476,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts,
- These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies regime.

The financial statements on pages 10–12 were approved by the board of directors on 2020 and signed on its behalf by:

..... Director/Chair

  
~~Edward Collier~~ TIM FINCH

..... Director

  
~~Sean O'Hagan~~ Rae Whallmascoll

## **NOTES TO THE ACCOUNTS**

### **1. ACCOUNTING POLICIES**

#### **1.1 Basis of preparation of Financial Statements**

The financial statements are prepared under the historic cost convention and include the results of the company's operations which are described in the Board of trustees' Report and all of which are continuing.

The accounts have been prepared in accordance with the Companies Act 1985 and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

#### **1.2 Incoming Resources**

1.2.1 Revenue grants are credited to the Statement of Financial Activities on the earlier date of when they are received or when they are receivable, unless they relate to a specific future period, in which case they are included on the Balance Sheet as deferred income to be recognised in the future accounting period.

1.2.2 Grants received for specific purposes are accounted for as restricted funds in the Statement of Financial Activities.

#### **1.3 Restricted Funds**

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is identified to the fund, together with a fair allocation of management and support costs.

#### **1.4 Unrestricted Funds**

Unrestricted funds are donations and other incomes received or generated for the objects of the organisation without further specified purpose and are available for general funds.

#### **1.5 Tangible Fixed Assets**

All fixed assets are stated at cost, with a lower limit of £1,000 for capitalisation. Depreciation is calculated so as to write off the cost of the asset, less any estimated residual value over the useful economic life of the asset, as follows:

Computers	3 Years
Photocopier	3 Years
Kitchen Equipment	5 Years
Other Equipment	3 Years

#### **1.6 Resources Expended**

Expenditure is recognised on accruals basis as liabilities are incurred. VAT cannot be recovered, and is included within expenditure to which it relates.

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**2 Debtors**

	<b>2020</b>	<b>2019</b>
	<b>Dec</b>	<b>Dec</b>
	<b>£</b>	<b>£</b>
Trade Debtors	<u>24,773</u>	<u>12,744</u>

**3 Creditors & Accruals**

	<b>2020</b>	<b>2019</b>
	<b>Dec</b>	<b>Dec</b>
	<b>£</b>	<b>£</b>
Creditors – falling due within 1 year:		
Accountancy fee	400	400
Hire Deposits received	588	2,025
Accruals	3,930	500
Accounts Payable – Other	2,228	11,504
	<u>7,146</u>	<u>14,429</u>

**4 Tangible Fixed Assets**

	<b>Computer s</b>	<b>Kitchen Equipment</b>	<b>Nursery Equipment</b>	<b>Photocopy Equipment</b>	<b>Other Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>						
At 1 January 2020	4,419	8,138	1,788	7,761	2,445	24,551
Additions						
At 31 December 2020	4,419	8,138	1,788	7,761	2,445	24,551
<b>Accumulated Depreciation</b>						
At 1 January 2020	4,419	8,138	1,788	7,761	2,445	24,551
Charge for the year						
At 31 December 2020	4,419	8,138	1,788	7,761	2,445	24,551
<b>Net Book Value</b>						
At 31 December 2020	0	0	0	0	0	0
At 31 December 2019	0	0	0	0	0	0

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**Purpose of Restricted Funds**

**Youth Work:** For work with young people

**Children's Work:** Formerly termed Copleston Children's Centre, the remainder of the fund will be used for work with and for the development of children and families following the cessation of the operation.

**Southwark Neighbourhood Fund** for the Community Café and Real Meals on Wheels

**Southwark Community Response Fund** for Covid related support

**London Community Response Fund** for Counselling and Mindfulness classes

**Rowena Hughes** for Art Therapy

**City Bridge Trust:** for activities to promote the health and welfare of the older generation in the community ("Silver Linings")



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COPLESTON CENTRE LIMITED (A Company Limited By Guarantee) DETAILED INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2020				
	Unrestricted	Restricted	2020	2019
	Fund	Fund	Total	Total
	£	£	£	£
<b>Incoming Resources from generated Funds</b>				
Donations	30,762	8702	39,464	27,846
Silver Lining	0	12	12	10325
Grants - Govt & Agencies	48,122	27919	76,041	11925
Nursery Income	15565		15565	0
Other grants	-	0	0	2500
Investment Income	57	0	57	123
	<b>94,506</b>	<b>36,633</b>	<b>131,139</b>	<b>52,719</b>
<b>Incoming Resources from charitable activities</b>				
Hall & Room Hire	47,875	0	47,875	68,117
Nursery Income	2,560	0	2,560	6,738
Fees	614	0	614	8,451
Event and others	292	3041	3,333	3,103
	<b>51,341</b>	<b>3,041</b>	<b>54,382</b>	<b>86,409</b>
<b>Total Incoming Resources</b>	<b>145,847</b>	<b>39,674</b>	<b>185,521</b>	<b>139,128</b>
<b>Outgoing Resources Expended</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>2020</b>	<b>2019</b>
	<b>Fund</b>	<b>Fund</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Charitable Expenditure</b>				
Staff Costs	26,566	17,583	44,149	38,628
Volunteers & Travel	174		174	0
Staff Training	0		0	0
<b>Total Staff Costs</b>	<b>26,740</b>	<b>17,583</b>	<b>44,323</b>	<b>38,628</b>
Utilities	4,168	0	4,168	10,449
Cleaning/Materials & Wages	11,776	0	11,776	11678
Furniture & Equipment	192	0	192	4422
Depreciation - Equipment	0	0	0	29
Repairs & Maintenance	12,120	0	12,120	11,170
Insurance	9,171	0	9,171	8,991
<b>Total Building Costs</b>	<b>37,427</b>	<b>0</b>	<b>37,427</b>	<b>46,739</b>
Programme Costs	1,137	20,658	21,795	21,505
Website /IT costs	4,302	0	4,302	12,141
Fundraising	342	1,123	1,465	2,053
Book keeping & Accounts	8,064	0	8,064	7,872
Support Costs	19,775	857	20,632	11,430
Examiners Fees	400	0	400	400
Professional Fees	3,012	0	3,012	1,028
Bank Charges	157	0	157	202
	<b>37,189</b>	<b>22,638</b>	<b>59,827</b>	<b>56,631</b>
<b>Total Resources Expended</b>	<b>101,356</b>	<b>40,221</b>	<b>141,577</b>	<b>141,998</b>

