

COPLESTON CENTRE LIMITED
(A Company Limited By Guarantee)
YEAR ENDED 31 DECEMBER 2021

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

COMPANY REGISTRATION NUMBER 05651247

CHARITY REGISTRATION NUMBER 1116694

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

Pages

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ADMINISTRATIVE INFORMATION

GOVERNING DOCUMENT	<p>The organisation is governed by its Memorandum and Articles of Association and 2006 Companies Act.</p> <p>The company is registered as a company limited by guarantee with the Companies House in England & Wales.</p>
COMPANY REGISTRATION NUMBER:	05651247
CHARITY REGISTRATION NUMBER:	1116694
BOARD OF DIRECTORS:	<p>Rev. Edward Collier</p> <p>Tim Finch</p> <p>Nicky Chambers</p> <p>Sean O'Hagan</p> <p>Stella Cardew (to 26/7/21)</p> <p>Angie Bebb</p> <p>Rae Mascoll</p> <p>Ian Brodie</p> <p>Amodini Palipane (from 4/1/21)</p> <p>Nick Ambrose (from 11/1/21 to 24/5/21)</p> <p>Emily Boxall (from 25/6/21)</p> <p>Jason Watson (from 25/6/21)</p> <p>Charmaine Brown (from 15/9/21)</p>
FORMAL ADDRESS	<p>Copleston Centre</p> <p>Copleston Road, Peckham,</p> <p>London SE15 4AN</p>
BANKERS	<p>HSBC Bank Plc.</p> <p>28 Borough High Street</p> <p>London SE1 1YB</p>
INDEPENDENT EXAMINER	<p>London Accountancy Practice</p> <p>Sojourner Truth Centre</p> <p>161 Sumner Road,</p>

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London

SE 15 6JL

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 2021.

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

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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

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2021 was another year of challenges that required imagination and flexibility. The year began in another lockdown and the centre was closed to users with hire and in-person activity suspended. Once again, we kept in touch with phone-calls and Whatsapp, delivering classes online, and delivering meals to people at home.

During the year there was some unforeseen but necessary expenditure on building and maintenance that were dealt with successfully, along with some costs associated with changes to staffing arrangements.

From March onwards, we saw a 'roadmap' of gradual return and recovery and an opportunity to reconnect with our community of beneficiaries and hirers in person and to build on long-term partnerships and those developed during Covid.

We were lucky that our funders City Bridge, United St Saviours, Southwark Charities and Southwark Council were more than supportive, sensitive and flexible during this period, for which we are extremely grateful. Our activities and food programmes would not have been possible without their support and that of London Community Foundation who also funded our counselling service and art classes. Funding from Rowena Hughes for our Art Therapy services continued to benefit people with mental health concerns who found lockdowns particularly isolating.

Our efforts during 2020 to maintain contact with all our user groups and to adapt and develop reaped benefits in 2021. While some centre users, partners and hirers were hesitant to return, others were eager to look to our lead on what would happen next and how it would happen.

Innovative projects that were started during lockdown became weekly staples and through our meals service and community café we developed our partnerships with local businesses and new volunteers; we set up 'help yourself shelves' with food and books and traditions such as providing Christmas goody bags continued as a way of expressing kindness and demonstrating that we were thinking of the people using our services.

By Autumn, we were offering a full return to our regular programme, a Mindfulness course, a new dementia-friendly walking group, a Peckham and Nunhead Film Festival Screening, Black History Month celebrations, an archiving and publication project with Southwark Local History library and Archive, seated yoga, a sit- down Community Café and Community Christmas Dinner.

We strengthened our partnership work, ran a project with Art in the Park, developed our work with Albrighton Community Centre home deliveries and worked with Peckham and Nunhead Film Festival to screen a film at the end of the year. We also started to work with Neighbourhood Yoga and take referrals from the Social Prescribing Team.

Income from both one-off and regular hires continued to be affected,

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particularly at the beginning of the year, but we gradually began to reconnect with our hirer community and build up our hire income. In 2021 this came from:

- Hire contracts: Southwark Day Centre for Asylum Seekers (SDCAS); ABC Nursery
- Regular hirers: Peckham Rye Sings; Begue Begue Drumming Group; Mini Athletics; 3rd Southwark Scout Group; Neighbourhood Yoga
- One-off hires: Parties, wakes, other events
- Hire costs from our in-house programmes.

Funders during this year included London Community Foundation, City Bridge Trust, Southwark Charities, and funding from London Community Development Fund.

Income also came from centre user donations for programme classes, counselling, lunches and one-off donations.

We are extremely grateful to our staff, volunteers, partners and funders for their valuable contributions, flexibility and support.

FINANCIAL REVIEW

The results of the year's operation are set out in the attached financial statements. The net loss in funds for the year ended 31 December 2021 amounted to £-38,183 and: The retained reserves as at 31 December 2021 amounted to £89,922 (and year ended 31 December 2020 £128,105).

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 £55,593.00. 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; indeed, without volunteers most of the activities that happen in the centre would not be able to function. We therefore invest considerable time and effort in recruiting, nurturing and supporting volunteers, who work closely with our paid staff team

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:

..... 3RD OCTOBER 2022

and signed on its behalf by

Signed.....Director

Tim Finch

INDEPENDENT EXAMINER'S REPORT

I report on the accounts of the company for the year ended 31st December 2021, 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

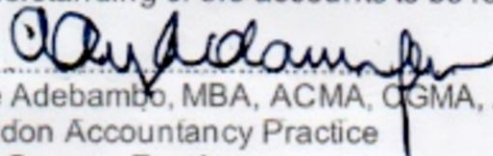
In connection with my examination, no matter has come to my attention:

(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..... 3/10/22

COPLESTON CENTRE LIMITED
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	Unrestricted Fund	Restricted Fund	2021 Total	2020 Total
Incoming Resources	£	£	£	£
Incoming Resources from generated funds:				
Voluntary Income	108,894	0	108,894	131,082
Investment Income	5	0	5	57
Incoming resources from charitable activities	75,291	0	75,291	54,382
Total Incoming Resources	184,190	0	184,190	185,521
Costs of generating funds				
Charitable activities	202,507	19,866	222,373	141,577
Total Resources Expended	202,507	19,866	222,373	141,577
Net Incoming Resources	(18,317)	(19,866)	(38,183)	43,944
Balances brought forward	103,649	24,456	128,105	84,161
Fund balances carried forward	85,332	4,590	89,922	128,105

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BALANCE SHEET
AS AT 31 DECEMBER 2021


		2021 Total £	2020 Total £
FIXED ASSETS	£	£	£
CURRENT ASSETS			
Debtors	20,816	24,773	
Prepayments and Deposits	3,105	3,712	
Cash at Bank	78,017	106,662	
Cash at Hand	1,721	106	
		103,658	135,252
CURRENT LIABILITIES			
Creditors and Accruals	12,536	6,559	
Hall Deposits Received	1,200	588	
		13,736	7,147
NET ASSET		89,922	128,105
REPRESENTED BY:			
FUNDS:			
Unrestricted		85,332	103,649
Restricted		4,590	24,456
		89,922	128,105

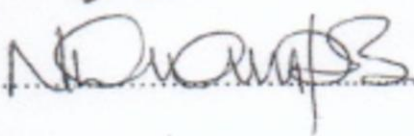
The directors who are also the trustees consider that for the year ended 31st December 2021 the Company was entitled to exemption under subsection 477 of the Companies Act 2006 relating to small companies.

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 was approved by the board of directors on 2022 and signed on its behalf by:

 Tim Finch Director/Co-Chair

 Nicky Chambers Director/Co-Chair

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	2022	2021
		Dec	Dec
		£	£
	Trade Debtors	<u>20,816</u>	<u>24,773</u>
3	Creditors & Accruals	2022	2021
		Dec	Dec
		£	£
	Creditors – falling due within 1 year:		
	Accountancy fee	500	400
	Hire Deposits received	1,200	588
	Accruals	12,036	3,930
	Accounts Payable – Other	0	2,228
		<u>13,736</u>	<u>7,146</u>

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DETAILED INCOME AND EXPENDITURE

	Unrestricted Fund	Restricted Fund	2021 Total	2020 Total
	£	£	£	£
Incoming Resources from generated Funds				
Donations	28,312	0	28,312	39,464
Silver Lining	0	0	0	12
Grants - Children's work	0	0	0	0
Grants - Govt & Agencies	80,582	0	80,582	91,606
Other grants	0	0	0	0
Investment Income	5	0	5	57
	108,899	0	108,899	131,139
Incoming Resources from charitable activities				
Hall & Room Hire	68,408	0	68,408	47,875
Nursery Income	3,393	0	3,393	2,560
Fees	285	0	285	614
Event and others	3,206	0	3,206	3,333
	75,291	0	75,291	54,382
Total Incoming Resources	184,190	0	184,190	185,521
Outgoing Resources Expended				
	Unrestricted Fund	Restricted Fund	2021 Total	2020 Total
	£	£	£	£
Charitable Expenditure				
Staff Costs	43,049	19,866	62,915	44,149
Volunteers & Travel	1,165	0	1,165	174
Staff Training	83	0	83	0
Total Staff Costs	44,297	19,866	64,163	44,323
Utilities	12,300	0	12,300	4,168
Cleaning/Materials & Wages	13,717	0	13,717	11,776
Furniture & Equipment	85	0	85	192
Depreciation - Equipment	0	0	0	0
Repairs & Maintenance	49,183	0	49,183	12,120
Insurance	7,479	0	7,479	9,171
Total Building Costs	82,763	0	82,763	37,427
Programme Costs	30,983	0	30,983	21,795
Website /IT costs	3,875	0	3,875	4,302
Fundraising	15,497	0	15,497	1,465
Book keeping & Accounts	8,288	0	8,288	8,064
Support Costs	12,022	0	12,022	20,632
Examiners Fees	500	0	500	400
Professional Fees	4,155	0	4,155	3,012
Bank Charges	127	0	127	157
	75,448	0	75,448	59,827
Total Resources Expended	202,507	19,866	222,373	141,577