

Minibuses, Shoppers, Ring&Ride

Vehicles: 10

Miles: 9,506

Passenger boardings: 2,051

Group Members: 83 *

Individual Members: 610 *

** rolled over from 2019/20*

Walking group

Monthly walks have been suspended this year due to walk leaders being in isolation. We have however done some one to one walks with members [up and down the street] to keep them mobile. We look forward to Roy Smith and Sandra Shooter returning in the not too distant future to continue their excellent work.

Individual walks: 52

Cosy Cuppa

During the 'tiers' we were able to support Cosy Cuppa by reducing numbers and rotating the attendance list, so that everyone who wanted to attend, had the opportunity to meet friends and enjoy some social interaction, which they had very much missed. Many thanks to Jane Pollard for facilitating these meetings.

Sessions: 20 Attendance: 115

Funding and Donations received from:

Nottinghamshire County Council, Ashfield District Council, Cllr John Knight, Awards For All, Martin Lewis Emergency Fund, Active Partners Trust, National Emergencies Trust, Bassetlaw Action Centre and many individuals and group members of Our Centre.

Thank you all for making a difference.

Staff members: Matt Pike, Dave Bramwell, Elden Skinner, Jay Osmond, Ian Craske, Jen Hannant, John Blount, Alan Anderson, Richard Dove, Adrian Rowe, Paddy Ryan, Jean Craske, and Angie Peppard.

Voluntary Car Scheme

Miles covered: 84,108

Journeys: 8,750

Trips: 8,882

Thank you all for giving back to the community with your time and commitment.

Volunteers.... always making a difference. Thank you

Wheelchair Hire

Various size wheelchairs are available and these were hired out for individual members who needed to travel for health appointments. This year we have waived the hire fee and delivered and collected them free of charge. They are also used frequently on our Ring & Ride journeys for those who have difficulty from door to bus.

No. of wheelchairs borrowed: 71

More 2 Life

Weekly chair based exercise sessions at Our Centre followed by refreshments. Helen has enabled the classes to successfully continue by creating a safe environment, with reduced numbers attending on a rota basis. Chris has been isolating for most of this year and has been missed.

Sessions: 26 Attendance: 156

Achievements This Year

COVID-19 crisis management - providing support and comfort for vulnerable, isolated members and their families.

Employing a Volunteer Support/Admin worker

Reducing numbers to enable social, exercise and well-being groups to continue safely

90+ group for isolated individuals

Volunteers: Jane Pollard, Chris Wymant, Roy Smith, Sandra Shooter, Chris Rowe, John Bower, Ken Thompson, Norma Severn, Dave Millard, Paul Williamson, John Dove, Andy Jones, Don Ward, John Knight, Glen Smith, Rob Barker, Eileen Ryan, Helen Williamson, Gill Welch, Eileen Lawrence, Mike Burn, Betty Bostock, Dave Rothery, Pauline Stojanovic, Alberto Rovida, Jean Toseland, Anne Morecroft, John Turner, Gary Chantry, Geoff Ware, Chris Vardy, Dave Butler, Chris Burley, Chris Young, Danielle Stojanovic, Stuart Wigman, Jayne Harwood, Alan Kelly, Peter Bird, Claire Cook, Louise Pashley, Jeff Thomas, Jean Craske and last but not least Sally Anne Kent. I must include the staff members who volunteered to do jobs during the COVID -19 lockdowns, which were outside of their job description - Matt Pike, Elden Skinner, Jenny Hannant, Dave Bramwell and myself.

Our Centre is committed to promoting and valuing equality & diversity in all of its activities. We welcome and celebrate the diversity of the communities and are strongly committed to achieving equal opportunities and access for all people and groups in society. Equality & diversity is the cornerstone of all of our policies and procedures. We are proud of the actions we take to eliminate discrimination and prejudice to ensure inclusion and engagement for all the people who work and volunteer with us or wish to use our services. We will continue to strive towards a culture that is diverse and which recognises and develops the potential of all our staff, volunteers and service users and we will go above and beyond the minimum legal requirements in order to achieve this.



Annual Report 2020-2021

6 Pond Street, Kirkby In Ashfield
Nottingham
NG17 7AH

Tel: 01623 753192

Email: ourcentre@hotmail.co.uk

Website: www.ourcentre.org.uk

Registered charity no: 1119588

Company No: 5956771

Board of Trustees

Chairperson: Mr Paul Williamson

Vice Chair: Mrs Helen Williamson

Treasurer: Mrs Pauline Stojanovic

Trustees: Mr Alberto Rovido
Mrs Christina Rowe
Mr Rob Barker
Mrs Chris Harris

Cllr John Knight - NCC representative
Cllr Warren Nuttall - ADC representative
Mrs Gillian Welch - ADC representative

Appointed Examiner of Accounts:
Community Accounting Plus

Manager's Report:

A unique year for everyone involved, an extremely steep learning curve and a humbling experience. As a centre we have acquired more skills; furlough, business grants and virtual meetings to name a few. As an individual I have witnessed emotions in people that I haven't seen in them before; fear, loneliness, anxiety, yearning, confusion and resignation, which has resulted in poorer physical and mental health. Volunteers always go the extra mile but this year we have seen them do the full marathon, so thank you very much. There has been some beauty that has shone amongst the devastation of the past year, not least is the solidarity ... and boy have we been cohesive in our support of the community. I'm running out of space but I want to thank Paddy, who joined us in January - however did we manage without him? I also thank the trustees for their support and availability; our funders for their confidence in our abilities; our customers who bring us laughter and tears in equal measures but we love them. This leads me to Matt and Elden and I haven't room for all the superlatives I'd need to fully describe how amazing you are - thank you both - you also bring me laughter and tears in equal measure!

Angie

We are very grateful to our funders:-



Report by the Chair of Trustees

As we approach the lifting of COVID restrictions we can now start to look forward once again to what we think of as normal and we at OUR CENTRE are busy preparing to start up with life as it was. Not that we haven't been busy working on behalf of the community throughout the last year; albeit whilst demand for our usual services was initially curtailed by the closure of venues and restrictions of movements imposed on us. Once again, we give thanks to the hard-working team of Matt, Elden and Angie, who have worked tirelessly to uphold the values of OUR CENTRE in supporting the needs of the local and vulnerable members of our area. We have diversified to assist our members by making home grocery deliveries and taking members from Mansfield and Ashfield for their COVID vaccinations. Behind the scenes we have been active in repairing and modifying our bus fleet and buildings. Once lockdown restrictions were lifted, we tentatively began running our popular groups Cosy Cuppa and Seated Exercise and our newly established group for 90+ ages with reduced numbers adhering to the guidelines. However, we are in good shape to get going when the restrictions are fully removed. Once again, we continue to be supported by Nottinghamshire County Council and Ashfield District Council and we are grateful for their continuing help and support. Closer to home I feel that I would, on your behalf, like to give a big thank you to Jean Craske who retired recently from her role as Finance Worker and wish her a long, and happy retirement although I have already seen her ironing in Glad Rags. A welcome too to Paddy Ryan who has joined our team as a volunteer/admin support worker - many of you will, no doubt, have spoken to him on the phone.

Finally, I want to alert you to our forthcoming 40th anniversary! We will be holding a celebratory event and opening a new charity shop, here at the centre. Watch this space for further news. We look forward to pressing the "play" button (currently on "pause") and seeing you all again in the very near future.

Paul Williamson

Our Centre

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Donations and legacies	2	25,083	-	25,083
Charitable activities	3	10,855	242,470	253,325
Investment income	5	1,850	-	1,850
Total Income		37,788	242,470	280,258
Expenditure on:				
Charitable activities	7	(45,689)	(248,131)	(293,820)
Other expenditure	8	-	(240)	(240)
Total Expenditure		(45,689)	(248,371)	(294,060)
Net expenditure		(7,901)	(5,901)	(13,802)
Transfers between funds		11,893	(11,893)	-
Net movement in funds		3,992	(17,794)	(13,802)
Reconciliation of funds				
Total funds brought forward		209,533	34,912	244,445
Total funds carried forward	21	213,525	17,118	230,643

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Income and Endowments from:					
Donations and legacies	2	205,946	-	205,946	25,083
Charitable activities	3	3,270	106,052	109,322	253,325
Investment income	5	814	-	814	1,850
Other income	6	-	2,000	2,000	-
Total Income		210,030	108,052	318,082	280,258
Expenditure on:					
Charitable activities	7	(140,223)	(66,409)	(206,632)	(293,820)
Other expenditure	8	-	-	-	(240)
Total Expenditure		(140,223)	(66,409)	(206,632)	(294,060)
Net income/(expenditure)		69,807	41,643	111,450	(13,802)
Transfers between funds		39,905	(39,905)	-	-
Net movement in funds		109,712	1,738	111,450	(13,802)
Reconciliation of funds					
Total funds brought forward		213,525	17,118	230,643	244,445
Total funds carried forward	21	323,237	18,856	342,093	230,643

Message from our Treasurer:

2020/2021 has been an unusual year particularly from the finance perspective. Covid-19 has certainly impacted on everyone and everything. Thank you to Jean who retired from her role in dealing with the day to day finances. Matt took over this role, along with producing reports and taking the lead in keeping the finances of the centre in order. He has done a sterling job, and given the circumstances he has been exceptional in understanding the implications of furlough, which has helped to keep the staff in employment. Elden has successfully dealt with all the business grants and insurances, again this has helped to keep us above water. Despite the challenges, Our Centre continues into 2021 to celebrate its 40th Anniversary. Thank you for all the dedication and we remain hopeful that when restrictions lift we can look forward to getting back to full capacity.

Pauline Stojanovic

Message from Matt:

Well what can I say about the past 12 monthsCoronavirus hit us like a high speed train and we had to move fast to ensure that we located and applied for all grants for which we were eligible. As always we pulled together as a team and forged our way through the fog. The priorities were to try and keep staff in employment [thank you furlough] and keep the transport workable for emergency health appointments. So far we have delivered, but we need to keep working towards self – sufficiency; it's always out of reach but that's the aim. Thank you to all the drivers for their support and customers who keep me sane and make crazy depending who they are :-)

Here's to a prosperous 2021-22

Matt Pike

Minibuses:

To save on insurance costs, most buses have been taken off road and parked in the compound. I initially adapted three buses to make them Covid secure, which enabled safe transport for emergency health care appointments and vaccinations. I have fitted all minibus driver cabin areas with protective screens, sanitisers, visors, face masks and antiseptic cleaning equipment. I have continued to do minor repairs and adaptations to the buses, ordering supplies online to reduce costs. I've negotiated with insurance companies, photocopier suppliers and card machine companies for best deals, assisted Matt by doing the bank deposit runs and attended strategic meetings around transport needs. I am the first call with any breakdown issues and unexpected maintenance faults and I'm also a driver. Thank you to everyone at the centre for pulling together during a difficult time.

Elden Skinner

QuickBooks information inputted and coordinated by Jean Craske & Matt Pike

Accounts by CAPlus

Company registration number: 05956771

Charity registration number: 1119588

Our Centre

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Our Centre

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Our Centre

Reference and Administrative Details

Trustees	Paul Williamson, Chair Helen Williamson, Vice Chair Pauline Stojanovic, Treasurer Norma Severn Rob Barker Christina Rowe Alberto Rovida
Secretary	Jean Craske
Senior Management Team	Angela Peppard, Manager
Principal Office	6 Pond Street Kirkby-in-Ashfield Nottinghamshire NG17 7AH
Company Registration Number	05956771
Charity Registration Number	1119588
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Our Centre

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

Trustees

Paul Williamson, Chair

Helen Williamson, Vice Chair

Pauline Stojanovic, Treasurer

Norma Severn

Rob Barker

Christina Rowe

Alberto Rovida

Chris Harris (resigned 21 October 2020)

John Kerry (resigned 21 October 2020)

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 5 October 2006. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

Vacant positions are advertised on the Our Centre website, the Our Centre newsletter, local radio, in community centres, libraries and on social media. All applications are presented at a Trustee Meeting with their proposals and this is followed up with an induction meeting and training if appropriate.

Objectives and activities

Objects and aims

To support Kirkby-in-Ashfield and the wider community with services to aid healthier, independent lifestyles and ease isolation, financial hardship and well-being.

Public benefit

Community transport via fully accessible minibuses and a voluntary car scheme, volunteer recruitment and support, wheelchair hire, walking groups, chair based exercise groups, self help groups, social groups, recycling of clothes and other household items, shopper services and resource centre.

These activities increase skills and confidence, reduce isolation, enhance physical and emotional well-being and promote good mental health.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Our Centre

Trustees' Report

Achievements and performance

We adapted the centre building to Covid-19 restrictions so we could operate in all tiers and lockdown at a reduced level.

The community transport minibuses were also adapted to Covid -19 guidelines so volunteers could continue to carry out emergency and health appointments.

Chair based exercise and social groups continued to be volunteer led where guidelines allowed.

Wheelchair hire continued with volunteers delivering and collecting wheelchairs to and from homes.

Volunteer rota set up to provide shopping services, food parcel delivery, telephone services, doorstep visits and email service to families throughout lockdowns and tiers.

Volunteer support and admin post started.

Special thanks to our funders, staff and volunteers and the community for supporting the work we do.

Financial review

Currently our financial position remains stable due to support from funders and through business grants.

Policy on reserves

The Trustees have established a reserves policy to ensure that adequate funding be kept in reserve in the event that Our Centre ceases to be viable. The level of reserves is reviewed annually and adjusted appropriately by the management committee. The charity currently has reserves to cover three months running costs.

Principal risks and uncertainties

Financial risks

Loss of funding.

Replacement of minibuses.

Our Centre

Trustees' Report

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Our Centre for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

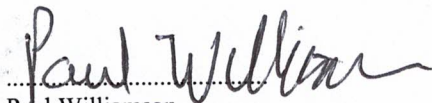
- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 1/07/21 and signed on its behalf by:


Paul Williamson
Trustee

Our Centre

Independent Examiner's Report to the trustees of Our Centre

Independent examiner's report to the trustees of Our Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors 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 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 statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member and Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of 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
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.


John O'Brien MSc, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 7/7/21

Our Centre

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

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Income and Endowments from:					
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Investment income	5	814	-	814	1,850
Other income	6	-	2,000	2,000	-
Total Income		<u>210,030</u>	<u>108,052</u>	<u>318,082</u>	<u>280,258</u>
Expenditure on:					
Charitable activities	7	(140,223)	(66,409)	(206,632)	(293,820)
Other expenditure	8	-	-	-	(240)
Total Expenditure		<u>(140,223)</u>	<u>(66,409)</u>	<u>(206,632)</u>	<u>(294,060)</u>
Net income/(expenditure)		69,807	41,643	111,450	(13,802)
Transfers between funds		<u>39,905</u>	<u>(39,905)</u>	<u>-</u>	<u>-</u>
Net movement in funds		109,712	1,738	111,450	(13,802)
Reconciliation of funds					
Total funds brought forward		<u>213,525</u>	<u>17,118</u>	<u>230,643</u>	<u>244,445</u>
Total funds carried forward	21	<u><u>323,237</u></u>	<u><u>18,856</u></u>	<u><u>342,093</u></u>	<u><u>230,643</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 21.

Our Centre

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

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Our Centre

(Registration number: 05956771)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	14	64,985	73,429
Current assets			
Debtors	15	16,331	11,302
Cash at bank and in hand	16	262,901	149,327
		279,232	160,629
Creditors: Amounts falling due within one year	17	(2,124)	(3,415)
Net current assets		277,108	157,214
Net assets		342,093	230,643
Funds of the charity:			
Restricted income funds			
Restricted funds	21	18,856	17,118
Unrestricted income funds			
Unrestricted funds		323,237	213,525
Total funds	21	342,093	230,643

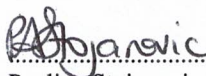
For the financial year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- 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 the small companies regime.

The financial statements on pages 6 to 17 were approved by the trustees, and authorised for issue on 11/07/21 and signed on their behalf by:


Pauline Stojanovic
Trustee

Our Centre

Notes to the Financial Statements for the Year Ended 31 March 2021

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Our Centre 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 the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Exemption from preparing a cash flow statement

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Our Centre

Notes to the Financial Statements for the Year Ended 31 March 2021

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

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 to such activities and those costs of an indirect nature necessary to support them.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life on a straight line basis as follows:

Asset class	Depreciation method and rate
Land & buildings	3%
Fixtures & fittings	10%
General equipment	20%
IT equipment	33.3%
Motor vehicles	20%

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Our Centre

Notes to the Financial Statements for the Year Ended 31 March 2021

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those grants for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

2 Income from donations and legacies

	Unrestricted funds		
	General	Total	Total
	£	2021	2020
		£	£
Donations and legacies;			
Donations from companies, trusts and similar proceeds	28,740	28,740	11,465
Grants, including capital grants;			
Government grants	177,206	177,206	13,618
	<u>205,946</u>	<u>205,946</u>	<u>25,083</u>

Our Centre

Notes to the Financial Statements for the Year Ended 31 March 2021

3 Income from charitable activities

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	General £	£	£	£
Activities	-	-	-	1,245
General administration	-	20	20	17
Grants & donations	-	83,666	83,666	74,936
Wheelchair & room hire	1,941	-	1,941	5,374
Registration	645	25	670	5,138
Sales & fundraising	87	-	87	958
Transport fares & hire	-	22,341	22,341	165,065
Other revenue	597	-	597	592
	<u>3,270</u>	<u>106,052</u>	<u>109,322</u>	<u>253,325</u>

4 Grants & donations

	Unrestricted funds	Restricted funds	Total
	£	£	£
Nottinghamshire County Council	15,450	55,980	71,430
Ashfield District Council	28,823	16,000	44,823
Active Partners Trust	4,670	-	4,670
Bassetlaw Action Centre	200	1,800	2,000
National Lottery Community Fund	-	9,881	9,881
Martin Lewis (Emergency Fund)	12,000	-	12,000
National Emergencies Trust	10,000	-	10,000
HMRC JRS	132,933	-	132,933
Sundry grants & donations	1,870	5	1,875
	<u>205,946</u>	<u>83,666</u>	<u>289,612</u>

5 Investment income

	Unrestricted funds	Total 2021	Total 2020
	General £	£	£
Interest receivable and similar income;			
Interest receivable on bank deposits	<u>814</u>	<u>814</u>	<u>1,850</u>

Our Centre

Notes to the Financial Statements for the Year Ended 31 March 2021

6 Other income

	Restricted funds £	Total 2021 £	Total 2020 £
Gains on sale of tangible fixed assets for charity's own use	2,000	2,000	-

7 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Activities & supplies	174	350	524	-
Card machine	95	835	930	-
Cleaning	53	288	341	15
Depreciation	2,641	10,998	13,639	15,000
Subscriptions	-	215	215	-
Hospitality	26	-	26	118
IT software & consumables	152	1,363	1,515	469
Legal & professional	129	1,162	1,291	1,278
Payroll service	239	1,311	1,550	1,258
Premises maintenance	70	97	167	5,186
Equipment, repairs & renewals	30	-	30	496
Rent, room hire & utilities	215	1,166	1,381	1,940
Printing, stationery & postage	146	965	1,111	3,155
Sundry expenses	-	-	-	429
Telephone & internet	175	1,576	1,751	2,704
Vehicle running costs & insurance	1,888	15,605	17,493	63,455
Volunteer expenses	440	2,841	3,281	2,105
Wages, NI & pension	133,750	27,637	161,387	196,212
	<u>140,223</u>	<u>66,409</u>	<u>206,632</u>	<u>293,820</u>

8 Other expenditure

	Total 2021 £	Total 2020 £
Loss on sale of tangible fixed assets held for charity's own use	-	240
	<u>-</u>	<u>240</u>

Our Centre

Notes to the Financial Statements for the Year Ended 31 March 2021

9 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2021 £	2020 £
Loss on disposal of fixed assets held for the charity's own use	-	240
Depreciation of fixed assets	13,639	15,000
	<u>13,639</u>	<u>15,240</u>

10 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

11 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner are analysed as follows:

	2021 £	2020 £
Independent examination	1,065	1,065
Other financial services	1,292	1,048
	<u>2,357</u>	<u>2,113</u>

12 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	154,915	184,896
Social security costs	4,100	8,295
Pension costs	2,372	3,021
	<u>161,387</u>	<u>196,212</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2021 No	2020 No
Average number of employees	<u>12</u>	<u>12</u>

9 (2020 - 11) of the above employees participated in the Defined Contribution Pension Schemes.

Our Centre

Notes to the Financial Statements for the Year Ended 31 March 2021

Contributions to the employee pension schemes for the year totalled £2,372 (2020 - £3,021).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £31,413 (2020 - £35,461).

13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

14 Tangible fixed assets

	Land and buildings £	Fixtures & fittings £	Motor vehicles £	IT equipment £	General equipment £	Total £
Cost						
At 1 April 2020	72,536	4,650	227,018	6,101	15,932	326,237
Additions	-	-	5,195	-	-	5,195
Disposals	-	-	(64,158)	-	-	(64,158)
At 31 March 2021	<u>72,536</u>	<u>4,650</u>	<u>168,055</u>	<u>6,101</u>	<u>15,932</u>	<u>267,274</u>
Depreciation						
At 1 April 2020	16,690	4,185	209,900	6,101	15,932	252,808
Charge for the year	2,176	465	10,998	-	-	13,639
Eliminated on disposals	-	-	(64,158)	-	-	(64,158)
At 31 March 2021	<u>18,866</u>	<u>4,650</u>	<u>156,740</u>	<u>6,101</u>	<u>15,932</u>	<u>202,289</u>
Net book value						
At 31 March 2021	<u>53,670</u>	<u>-</u>	<u>11,315</u>	<u>-</u>	<u>-</u>	<u>64,985</u>
At 31 March 2020	<u>55,846</u>	<u>465</u>	<u>17,118</u>	<u>-</u>	<u>-</u>	<u>73,429</u>

15 Debtors

	2021 £	2020 £
Trade debtors	1,993	11,302
Other debtors	<u>14,338</u>	<u>-</u>
	<u>16,331</u>	<u>11,302</u>

Our Centre

Notes to the Financial Statements for the Year Ended 31 March 2021

16 Cash and cash equivalents

	2021 £	2020 £
Cash on hand	151	289
Cash at bank	262,750	149,038
	<u>262,901</u>	<u>149,327</u>

17 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	50	1,250
Other creditors	367	887
Accruals	1,707	1,278
	<u>2,124</u>	<u>3,415</u>

18 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

19 Analysis of net assets between funds

	Unrestricted funds		Restricted funds	2021 Total funds
	General £	Designated £	£	£
Tangible fixed assets	53,670	-	11,315	64,985
Current assets	108,179	163,512	7,541	279,232
Current liabilities	(2,124)	-	-	(2,124)
Total net assets	<u>159,725</u>	<u>163,512</u>	<u>18,856</u>	<u>342,093</u>

	Unrestricted funds		Restricted funds	2020 Total funds
	General £	Designated £	£	£
Tangible fixed assets	56,311	-	17,118	73,429
Current assets	37,022	123,607	-	160,629
Current liabilities	(3,415)	-	-	(3,415)
Total net assets	<u>89,918</u>	<u>123,607</u>	<u>17,118</u>	<u>230,643</u>

20 Related party transactions

There were no related party transactions in the year.

Our Centre

Notes to the Financial Statements for the Year Ended 31 March 2021

21 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
Unrestricted funds					
<i>General</i>					
General fund	89,918	210,030	(140,223)	-	159,725
<i>Designated</i>					
Building & Vehicle Funds	123,607	-	-	39,905	163,512
Total Unrestricted funds	<u>213,525</u>	<u>210,030</u>	<u>(140,223)</u>	<u>39,905</u>	<u>323,237</u>
Restricted funds					
Salaries (Awards for All)	-	9,881	(2,340)	-	7,541
Transport fund	17,118	98,171	(64,069)	(39,905)	11,315
Total restricted funds	<u>17,118</u>	<u>108,052</u>	<u>(66,409)</u>	<u>(39,905)</u>	<u>18,856</u>
Total funds	<u>230,643</u>	<u>318,082</u>	<u>(206,632)</u>	<u>-</u>	<u>342,093</u>
	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
Unrestricted funds					
<i>General</i>					
General fund	97,819	37,788	(45,689)	-	89,918
<i>Designated</i>					
Building & Vehicle Funds	111,714	-	-	11,893	123,607
Total unrestricted funds	<u>209,533</u>	<u>37,788</u>	<u>(45,689)</u>	<u>11,893</u>	<u>213,525</u>
Restricted funds					
Transport fund	30,917	242,470	(244,376)	(11,893)	17,118
Makeovers Matter	3,995	-	(3,995)	-	-
Total restricted funds	<u>34,912</u>	<u>242,470</u>	<u>(248,371)</u>	<u>(11,893)</u>	<u>17,118</u>
Total funds	<u>244,445</u>	<u>280,258</u>	<u>(294,060)</u>	<u>-</u>	<u>230,643</u>

The specific purposes for which the funds are to be applied are as follows:

Transport fund is the net book value of vehicles.

Salaries (Awards for All) - funding from National Lottery Community Fund towards salary.

**Annual accounts 31 March 2021
report to the management committee**

Our Centre
6 Pond Street
Kirkby-in-Ashfield
Nottinghamshire
NG17 7AH

Please reply to Romana

29th June 2021

Dear Board Members,

We are pleased to supply final copies of your accounts for the period ending as above. Please either print 3 copies, each copy to be dated, signed in **black ink** and returned to us OR sign and date the pdf accounts electronically and email them back to your Accountant. You should already have received our invoice for the work. Once we have confirmed receipt of your payment, we will then sign and return the final accounts to you.

On completion of the work we have no specific recommendations to make regarding the financial management of your organisation.

If you need further advice or explanations, please do not hesitate to contact us.

For next year, it will help us greatly with planning our work if you could make a note to contact us prior to your year-end to agree the timing of the work. If you wish to have your accounts to present at your AGM, we recommend you clear the date of the meeting with us to ensure the accounts will be ready.

Finally, we would be most grateful if you would complete the enclosed monitoring/feedback form and return it to us.

Yours faithfully,



John O'Brien MSc FCCA FCIE

Community Accounting Plus
Units 1 and 2, North West
41 Talbot Street
Nottingham
NG1 5GL

Tel: 0115 947 0839
Fax: 0115 958 8779
General email: caplus@caplus.org.uk
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www.caplus.org.uk

Community Accounting Plus

Monitoring & Feedback Form

This Form is to cover the accounts work done by Romana

It would greatly assist Community Accounting Plus both to monitor and improve its services if you would kindly complete this form by ticking the various spaces and returning it to John O'Brien or by email to support@caplus.org.uk

Organisation – Our Centre

Timing

Please indicate your assessment of whether the work was carried out at the expected time, whether appointments were kept, etc.

Excellent ____ Good ____ Average ____ Poor ____ Bad ____

Explanations

Please indicate whether the work carried out by Community Accounting Plus was explained clearly, both during the process and the finished product.

Excellent ____ Good ____ Average ____ Poor ____ Bad ____

General

Please indicate your overall satisfaction with the services you have received from Community Accounting Plus.

Excellent ____ Good ____ Average ____ Poor ____ Bad ____

Comments

Please give below any comments you may have on each of the services you receive, improvements we could make and any other services you think Community Accounting Plus could or should provide.

Are you interested in knowing more about other services CA Plus offers? Please let us have your contact details and we will be in touch.

Payroll__ Online Quickbooks __ Training __ Consultancy__ Bookkeeping__

Name:

Email Address:

Thank you