

Company Registration No. 06534365 (England and Wales)

Charity Registration No. 1125156

THE BUTTERFIELD CENTRE LIMITED
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

**THE BUTTERFIELD CENTRE LIMITED
TRUSTEES' REPORT AND UNAUDITED
ACCOUNTS CONTENTS**

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THE BUTTERFIELD CENTRE LIMITED
COMPANY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2021

Directors	Clare Louise Good Jenifer Elizabeth Peel Ian Sismey Judith Smith
Company Number	06534365 (England and Wales)
Registered Office	2 North Road Bourne PE10 9AP
Accountants	RJ Accountancy Limited Crossways Alverston Avenue Woodhall Spa LN10 6SN

The Butterfield Centre Limited

Trustees Report

For the year ended 31 March 2021

The trustees present their report and financial statements for the year ended 31 March 2021

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charitable company's Memorandum and Articles of Association, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting Charities", issued in March 2005.

Structure, Governance and Management

Governing Document

The Charity is a company limited by guarantee and was incorporated on 14 March 2008 and therefore its governing document is its Memorandum and Articles of Association. The charity was then registered with the Charity Commission.

Trustees

The trustees, for the purposes of company law, are also the company directors, who served during the year were:

J Smith (Chair)

C Good

J Peel

I Sismey

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute an amount not exceeding E10 in the event of a winding up.

Recruitment and Appointment of Trustees

The trustees were recruited to ensure a balanced and comprehensive range of professional skills and experience. They share a common vision which is as set out below. Trustees will approve the appointment of any new members at board meetings.

Objectives and activities

The charity's objects are to establish a multi purpose day centre to promote the benefit of vulnerable and older people of the Bourne and district by providing outreach services. The charity provides outreach services

Day Centre - company/support is available and friendship lunch club providing hot meals . Meals on Wheels for the provision of a hot 2 course lunch and a Domestic Cleaning Service for those who are

unable to carry out their own cleaning. A companionship service to help prevent social isolation and loneliness and a community pantry to benefit the community

All services are provided with regard to guidance issued by the Charity Commission.

Achievements and performance

With the financial assistance of the local community and other charities, the charity has continued to provide a welcoming environment for visitors and the centre has been refurbished. Despite the pandemic the charity has worked tirelessly to enable their visitors to interact, preventing social isolation and loneliness.

With regards to service provision, the charity has a catchment area of a 9 mile radius increasing the opportunities for other older people to maintain living independently in the community whilst being able to provide them with support as relevant through signposting to other agencies as required and agreed.

The charity also welcomes volunteer support both the Day Centre, Meals on Wheels and the Community Pantry

Financial review

As may be seen from the financial statements, all funds at the present time are held at the bank. The charity also invests with the Charitable Organisations Investment Fund (COIF) to provide winding down funds if ever required.

The charity's baseline funding is by means of a minimal cost for each service in order to maintain the Centre, staffing costs, utilities and statutory compliance costs, and, where resources permit, the upgrading of facilities and equipment, together with staff and volunteer skills. They also fundraise to enable them to enhance their clients' activities. The charity's principal risk is competition due to competition from other care agencies.

Additional governance issues

There is a Protection of Vulnerable Adults Policy in place. Criminal Records Bureau checks are carried out prior to any volunteer, staff member or trustee taking up their post. Rechecks are carried out as statutorily required.

The Centre works in close conjunction with many outside agencies including Doctors Surgeries, hospital discharge officers and LCC Adult Social Care providing referrals and is utilised as a knowledge base.

All trustees gave up their time voluntarily and received no remuneration or other benefits.

Future plans

~ To continue to promote the Centre within the local community and via social media, highlighting the benefits of the services to the community due to the ever increasing needs of the local older and vulnerable people.

~ To continue providing training and opportunities for the professional development of staff, volunteers and trustees.

~ To continue with improvements within the Centre in partnership with the local community and grant making bodies.

~ To continue to provide the Mobile Meals, Domestic and Day Centre services to the older and vulnerable people in the community preventing social isolation and loneliness and enabling them to remain as independent as possible for as long as possible.

Statement of Trustees' Responsibilities

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charitable company's state of affairs as at the balance sheet and of its income and expenditure for the financial year.

In preparing those financial statements, the trustees should follow best practice and:

1. Select suitable accounting policies and apply them consistently
2. Make judgements and estimates that are reasonable and prudent
3. Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue to operate.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company 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.

For the year ended 31 March 2018, the charitable company was entitled to exemption from audit under section 477 of The Companies Act 2006, and no member has requested the company to obtain an audit in accordance with section 476 of The Companies Act 2006.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions relating to small entities within Part 15 of the Companies Act 2006.

On behalf of the board of trustees

.....*Judith Smith*.....

J Smith

Director & Trustee

THE BUTTERFIELD CENTRE LIMITED

INDEPENDENT EXAMINER'S REPORT

Independent Examiner's report to the Trustees of The Butterfield Centre Limited on the unaudited statutory accounts for the year ended 31 March 2021

We report to the trustees on our examination of the accounts of The Butterfield Centre Limited for the year ended 31 March 2021 which are set out on pages 8 to 13.

Respective Responsibilities of Trustees and Examiner

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("The Act").

Basis of Independent Examiner's Report

RJ Accountancy Limited

Crossways
Alverston Avenue
Woodhall Spa
LN10 6SN

15 December 2021

THE BUTTERFIELD CENTRE LIMITED
INCOME STATEMENT
FOR THE YEAR ENDED 31 MARCH 2021

	2021	2020
	£	£
Turnover	1,740	5,515
Cost of sales	(23,943)	(22,283)
Gross loss	(22,203)	(16,768)
Administrative expenses	(77,486)	(123,126)
Other operating income	188,690	130,021
Operating surplus/(loss)	89,001	(9,873)
Interest receivable and similar income	-	90
Surplus/(loss) on ordinary activities before taxation	89,001	(9,783)
Tax on surplus/(loss) on ordinary activities	-	-
Surplus/(loss) for the financial year	89,001	(9,783)

THE BUTTERFIELD CENTRE LIMITED
STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	4	1,819	-
Current assets			
Debtors	5	24,605	11,971
Cash at bank and in hand		80,325	19,931
		<u>104,930</u>	<u>31,902</u>
Creditors: amounts falling due within one year	6	(2,831)	(16,985)
Net current assets		<u>102,099</u>	<u>14,917</u>
Net assets		<u>103,918</u>	<u>14,917</u>
Reserves	7		
Profit and loss account		103,918	14,917
Members' funds		<u>103,918</u>	<u>14,917</u>

For the year ending 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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 and in accordance with the provisions of FRS 102 Section 1A - Small Entities.

The financial statements were approved by the Board of Directors and authorised for issue on 15 December 2021 and were signed on its behalf by

Clare Louise Good
Director

Company Registration No. 06534365

THE BUTTERFIELD CENTRE LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

1 Statutory information

The Butterfield Centre Limited is a private company, limited by guarantee, registered in England and Wales, registration number 06534365. The registered office is 2 North Road, Bourne, PE10 9AP.

2 Compliance with accounting standards

The accounts have been prepared in accordance with the provisions of FRS 102 Section 1A Small Entities. There were no material departures from that standard.

3 Accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year, and also have been consistently applied within the same accounts.

Basis of preparation

The accounts have been prepared on a going concern basis. This assumes that the combination of increasing activity levels and residual reserves will enable it to continue operation for the next 12 months. Consequently no provision has been made in these accounts for any additional liabilities that may arise if the company were to cease trading i.e. contracts and commitments.

Resources Expended

All resources expended are accounted for gross and in the period in which they are incurred. VAT is not recoverable by the charity and as such is included in the relevant costs in the Statement of Financial Activities.

Presentation currency

The accounts are presented in £ sterling.

Tangible fixed assets and depreciation

Tangible assets are included at cost less depreciation and impairment. Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives:

Plant & machinery	25% Straight Line
Motor vehicles	25% Straight Line

Incoming Resources

All incoming resources are included in the statement of Financial Activities in the year in which they are receivable, except for monies which are for specific periods crossing over the year end.

Charitable Expenditure

Charitable Expenditure comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them

Governance Costs

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees and costs of strategic management of the company.

THE BUTTERFIELD CENTRE LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

Other costs

Any costs which do not meet the requirements to be classified as charitable expenditure or governance costs are included in other expenditure.

All costs are allocated between the expenditure categories of the statement of financial activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly others are apportioned on an appropriate basis.

Funds held by the Charity

Unrestricted General Funds - these are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted Funds - these are funds that can only be used for particular restricted purposes within the objectives of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

4 Tangible fixed assets

	Plant & machinery	Motor vehicles	Total
	£	£	£
Cost or valuation			
At 1 April 2020	-	31,164	31,164
Additions	2,274	-	2,274
At 31 March 2021	2,274	31,164	33,438
Depreciation			
At 1 April 2020	-	31,164	31,164
Charge for the year	455	-	455
At 31 March 2021	455	31,164	31,619
Net book value			
At 31 March 2021	1,819	-	1,819

5 Debtors: amounts falling due within one year

	2021	2020
	£	£
Trade debtors	15,484	11,971
Other debtors	9,121	-
	24,605	11,971

6 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	2,231	9,335
Taxes and social security	-	7,650
Accruals	600	-
	2,831	16,985

THE BUTTERFIELD CENTRE LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

7 Company limited by guarantee

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

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

8 Average number of employees

During the year the average number of employees was 7 (2020: 5).

THE BUTTERFIELD CENTRE LIMITED
DETAILED PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2021

This schedule does not form part of the statutory accounts.

	2021	2020
	£	£
Turnover		
Fees	1,740	5,515
Cost of sales		
Purchases	23,897	22,283
Other direct costs	46	-
	23,943	22,283
Gross deficit	(22,203)	(16,768)
Administrative expenses		
Wages and salaries	55,104	104,555
Pensions	(1,505)	-
Travel and subsistence	843	3,424
Rates	814	1,684
Service charges	440	-
Light and heat	3,300	6,375
Telephone and fax	717	2,144
Stationery and printing	182	-
Subscriptions	35	-
Insurance	1,248	-
Equipment hire	376	-
Software	488	-
Repairs and maintenance	13,123	386
Depreciation	455	-
Bad debts	-	5
Sundry expenses	58	1,721
Accountancy fees	600	-
Consultancy fees	-	1,369
Advertising and PR	-	214
Other legal and professional	1,208	1,249
	77,486	123,126
Other operating income		
Other operating income	136,401	130,021
Government grants	52,289	-
	188,690	130,021
Operating surplus/(deficit)	89,001	(9,873)
Interest receivable		
Interest receivable	-	90
Surplus(deficit) on ordinary activities before taxation	89,001	(9,783)