

SOUTHAM CHURCH AND COMMUNITY PROJECT LTD
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
31 MARCH 2021

Charity Number 1125448

**SOUTHAM CHURCH AND COMMUNITY PROJECT LTD
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

CONTENTS	PAGE
Trustees Annual Report	1 - 4
Independent examiner's report to the members	5
Statement of financial activities	6
Income and expenditure account	7
Balance sheet	8
Notes to the financial statements	9 - 13
The following pages do not form part of the financial statements	
Detailed statement of financial activities	15 - 16

SOUTHAM CHURCH AND COMMUNITY PROJECT LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2021

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Southam Church And Community Project Ltd
Charity registration number	1125448
Company registration number	05360492
Principal office	The Graham Adams Centre St James Road Southam Warwickshire CV47 0LY
Registered office	20 Market Hill Southam Warwickshire CV47 0HF

THE TRUSTEES

The trustees who served the company during the period were as follows:

Mr I Wilson (Chair)
Mrs J R Soni (Resigned 6 April 2021)
Mrs G Thomas (Resigned 12 July 2021)
Mr N D Chappell
Mrs S Forgan
Mrs J M Grey (Appointed 9 December 2020)
Mrs A L S Davies (Appointed 9 December 2020)
Mr C Mounteney (Appointed 9 December 2020)

Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
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SOUTHAM CHURCH AND COMMUNITY PROJECT LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees.

All trustees are volunteers and have the necessary skills to contribute to the management and development of Southam Church and Community Project. Trustees are elected at the Annual General Meeting held each year.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Where appropriate, risks are covered by insurance.

OBJECTIVES AND ACTIVITIES

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Objectives and Aims

The objectives and aims of Southam Church & Community Project Ltd are to provide facilities for recreation, leisure and social interaction for the benefit of the local community of Southam and its surrounding villages, particularly the young, elderly and those with special or social/economic needs.

The Trustees promote the benefits of recreation and leisure-time activities in the interests of health and social welfare and provide opportunities for education, community involvement and employment for the local residents.

The Trustees maintain, manage and improve the facilities provided at The Graham Adams Centre in Southam, Warwickshire, to fulfil these aims and objectives. In addition to the provision of rooms available to hire for community events small and large, the Trustees manage Southam Youth Club.

ACHIEVEMENTS AND PERFORMANCE

Charitable Activities

The charity continues to provide facilities for community use in the Graham Adams Centre and to support the continued development of Southam Youth Club. The Youth Club rooms also provide day time meeting space for the local community including community education. The centre is home to Southam cinema, Southam gymnastics, the Fosse foodbank, a co-working group, Messy mealtimes cooking sessions for under 5s and luncheon club for over 60s. This is in addition to the rooms already available at this popular venue for various local voluntary groups, social and welfare activities including girl-guiding, NCT, Slimming World, exercise and dance classes.

Activities have been curtailed during COVID lockdown and re-commence based on Government advice.

SOUTHAM CHURCH AND COMMUNITY PROJECT LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2021

FINANCIAL REVIEW

Reserves Policy

The charity has £35,165 in reserves, of which £2,176 is restricted for use in the Food Bank. Despite the COVID lockdown, based on several grants we are in a better place financially than the year ended 31st March 2020. It is proposed that assets are retained towards maintenance of the Centre and to secure longer-term viability of the venue.

Financial Control

The Trustees maintain financial and internal control on behalf of the Project. The day to day cash controls are supported by an Administrator and a Management Committee Volunteer.

Investment Policy and Objectives

Although there are no fixed assets the trustees have the power for the acquisition and subsequent disposal of assets.

PLANS FOR FUTURE PERIODS

As the centre has been shut for much of the year, little progress was made on future plans, so they are held over until the centre re-opens. The Trustees plan to continue providing facilities for community use, to continue to focus on building up attendance and activities at the Youth Club and to continue to develop the Community Café.

- Digital Inclusion. A grant has enabled us to install broadband and wifi and purchase computer equipment for the benefit of the community. We will offer programmes including training sessions on a variety of subjects for different groups, homework clubs and an internet café open to anyone. We plan to work with Rotary and local colleges to offer opportunities for volunteering in this area – particularly for Duke of Edinburgh students
- Food and Healthy eating. We will continue to develop our work in encouraging food and healthy eating by more regular “Messy Mealtimes” during term time for under 5s and for older children in school holidays. “Growing Southam” brings together a wide variety of community groups and charities with a focus on gardening, growing and the environment and this will take place again next year.
- Elderly people. We aim to offer increasing activities to enable older people to come together socially over a meal or activity such as bingo. Working with the local authority, we are pleased that our community café will be starting point for a new project with the elderly.
- We are looking at the possibility of the Youth Club opening on a second night to meet demand; a decision will be based on staffing availability.

SOUTHAM CHURCH AND COMMUNITY PROJECT LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2021

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of Southam Church and Community Project Ltd for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

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 the income and expenditure of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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 COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Registered office:
20 Market Hill
Southam
Warwickshire
CV47 0HF

Signed by order of the trustees

.....
Mr. I. Wilson
Chairperson

**SOUTHAM CHURCH AND COMMUNITY PROJECT LTD
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
SOUTHAM CHURCH AND COMMUNITY PROJECT LTD**

YEAR ENDED 31 MARCH 2021

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

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the charity accounts as carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

INDEPENDENT EXAMINER'S STATEMENT

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 charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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 financial statements to be reached.

.....
James Freeman FCA
Grineaux Accountants Limited
20 Market Hill
Southam
Warwickshire
CV47 0HF

16 December 2021

**SOUTHAM CHURCH AND COMMUNITY PROJECT LTD
COMPANY LIMITED BY GUARANTEE**

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	46,195	800	46,995	10,207
Activities for generating funds	3	40,454	-	40,454	60,138
Investment income	4	7	-	7	6
Incoming resources from charitable activities	5	-	-	-	-
TOTAL INCOMING RESOURCES		<u>86,656</u>	<u>800</u>	<u>87,456</u>	<u>70,351</u>
RESOURCES EXPENDED					
Costs of generating funds:					
Fundraising trading: cost of goods sold and other costs	6	(2,711)	-	(2,711)	(571)
Charitable activities	7/8	(975)	-	(975)	(2,118)
Governance costs	9	(59,067)	-	(59,067)	(69,014)
TOTAL RESOURCES EXPENDED		<u>(62,753)</u>	<u>-</u>	<u>(62,753)</u>	<u>(71,703)</u>
NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR					
		23,903	800	24,703	(1,352)
RECONCILIATION OF FUNDS					
Total funds brought forward		9,086	1,376	10,462	11,814
Transfers between funds		-	-	-	-
TOTAL FUNDS CARRIED FORWARD		<u>32,989</u>	<u>2,176</u>	<u>35,165</u>	<u>10,462</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

**SOUTHAM CHURCH AND COMMUNITY PROJECT LTD
COMPANY LIMITED BY GUARANTEE**

INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 31 MARCH 2021

	Note	2021 £	2020 £
INCOME		87,449	70,345
TOTAL EXPENDITURE		(62,753)	(71,703)
OPERATING SURPLUS/(DEFICIENCY)		24,696	(1,358)
OTHER INCOME			
Interest receivable and similar income	4	7	6
SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES BEFORE TAXATION		24,703	(1,352)
TAXATION		—	—
RETAINED SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR		24,703	(1,352)

The Income and Expenditure Account includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

**SOUTHAM CHURCH AND COMMUNITY PROJECT LTD
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

31 MARCH 2021

	Note	2021 £	2020 £
CURRENT ASSETS			
Debtors	11	1,083	10,499
Cash at bank and in hand		42,729	6,637
		<u>43,812</u>	<u>17,136</u>
CREDITORS: Amounts falling due within one year	12	<u>(8,647)</u>	<u>(6,674)</u>
NET CURRENT ASSETS		35,165	10,462
NET ASSETS		<u>35,165</u>	<u>10,462</u>
FUNDS			
Restricted income funds	13	2,176	1,376
Unrestricted income funds	14	32,989	9,086
TOTAL FUNDS		<u>35,165</u>	<u>10,462</u>

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

The trustees have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the members of the committee on the 16th December 2021 and are signed on their behalf by:

.....
Mrs S Forgan
Director

Company Registration Number: 05360492

**SOUTHAM CHURCH AND COMMUNITY PROJECT LTD
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 2006.

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

Fixed assets

The building and grounds are wholly owned by

The Congregational Federation Ltd
4 Castle Gate
Nottingham
NG1 7AS

The Southam Church and Community Project Limited has a 25 year lease on the property which began in April 1996 and an extension to this lease has been granted and signed until 24th March 2027.

**SOUTHAM CHURCH AND COMMUNITY PROJECT LTD
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Donations				
Donations - General	3,813	-	3,813	4,989
Donations – Book Festival	600	-	600	-
Donations – Food Bank	-	800	800	-
Grants receivable				
Grants receivable General	6,750	-	6,750	4,718
Grants receivable Book Festival	-	-	-	500
Grants receivable Job retention scheme	8,782	-	8,782	-
Grants receivable Coronavirus schemes	26,250	-	26,250	-
	<u>46,195</u>	<u>800</u>	<u>46,995</u>	<u>10,207</u>

3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Premises hire	4,726	-	4,726	30,876
Sundry income	1,128	-	1,128	3,274
Lease of premises	31,060	-	31,060	17,671
Contribution to overheads by lessee	3,540	-	3,540	8,317
	<u>40,454</u>	<u>-</u>	<u>40,454</u>	<u>60,138</u>

4. INVESTMENT INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Bank interest receivable	<u>7</u>	<u>-</u>	<u>7</u>	<u>6</u>

**SOUTHAM CHURCH AND COMMUNITY PROJECT LTD
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Payments from public authorities in the normal course of trading	-	-	-

6. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Café costs	-	-	-	104
Lunch Club costs	2,711	-	2,711	331
General costs	-	-	-	136
	<u>2,711</u>	<u>-</u>	<u>2,711</u>	<u>571</u>

7. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Book Festival costs	910	-	910	-
Food Bank	-	-	-	395
General costs	65	-	65	1,723
	<u>975</u>	<u>-</u>	<u>975</u>	<u>2,118</u>

8. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly £	Grant funded activities £	Total Funds 2021 £	Total Funds 2020 £
Book Festival costs	910	-	910	-
Food Bank	-	-	-	395
General costs	65	-	65	1,723
	<u>975</u>	<u>-</u>	<u>975</u>	<u>2,118</u>

**SOUTHAM CHURCH AND COMMUNITY PROJECT LTD
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

9. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£
Salaries and wages	15,907	15,907	19,174
Social security costs	55	55	-
Bad debts	719	719	555
Premises costs	22,957	22,957	31,736
Accountancy and bookkeeping fees	2,293	2,293	3,696
Legal and professional fees	2,500	2,500	790
Licences	618	618	593
Insurance	5,637	5,637	5,705
Repairs and maintenance	6,101	6,101	4,027
Equipment rental	1,273	1,273	1,793
Telephone and internet	505	505	507
Printing postage and stationery	433	433	378
Bank charges	69	69	60
	<u>59,067</u>	<u>59,067</u>	<u>69,014</u>

10. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2021	2020
	£	£
Wages and salaries	15,907	19,174
Social security costs	55	-
	<u>15,962</u>	<u>19,174</u>

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

2021	2020
2	2

**SOUTHAM CHURCH AND COMMUNITY PROJECT LTD
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

11. DEBTORS

	2021	2020
	£	£
Trade debtors	400	9,542
Other debtors	683	957
	<u>1,083</u>	<u>10,499</u>

12. CREDITORS: Amounts falling due within one year

	2021	2020
	£	£
PAYE and social security	91	148
Trade Creditors	827	263
Accruals and deferred income	6,025	3,380
Other creditors	1,704	2,883
	<u>8,647</u>	<u>6,674</u>

13. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2020	Incoming resources	Funds Transfer	Balance at 31 Mar 2021
	£	£	£	£
Restricted Fund	1,376	800	(-)	2,176
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

14. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2020	Incoming resources	Funds Transfer	Balance at 31 Mar 2021
	£	£	£	£
General Funds	9,086	23,903	-	32,989
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

**SOUTHAM CHURCH AND COMMUNITY PROJECT LTD
COMPANY LIMITED BY GUARANTEE**

MANAGEMENT INFORMATION

YEAR ENDED 31 MARCH 2021

**The following pages do not form part of the statutory financial statements
which are the subject of the independent examiner's report on page 5.**

**SOUTHAM CHURCH AND COMMUNITY PROJECT LTD
COMPANY LIMITED BY GUARANTEE**

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
<u>INCOMING RESOURCES</u>		
<u>VOLUNTARY INCOME</u>		
Donations - General	3,813	4,989
Donations -- Book Festival	600	-
Donations -- Food Bank	800	-
Grants receivable General	6,750	4,718
Grants receivable Book Festival	-	500
Grants receivable Job Retention Scheme	8,782	-
Grants receivable Coronavirus Schemes	26,250	-
	<u>46,995</u>	<u>10,207</u>
<u>ACTIVITIES FOR GENERATING FUNDS</u>		
Premises hire	4,726	30,876
Sundry income	1,128	3,274
Lease of premises	31,060	17,671
Contribution to overheads by lessee	3,540	8,317
	<u>40,454</u>	<u>60,138</u>
<u>INVESTMENT INCOME</u>		
Bank interest receivable	7	6
<u>INCOMING RESOURCES FROM CHARITABLE ACTIVITIES</u>		
Payments from public authorities in the normal course of trading	-	-
	<u>-</u>	<u>-</u>
<u>TOTAL INCOMING RESOURCES</u>	<u>87,456</u>	<u>70,351</u>

**SOUTHAM CHURCH AND COMMUNITY PROJECT LTD
COMPANY LIMITED BY GUARANTEE**

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
<u>RESOURCES EXPENDED</u>		
<u>FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS</u>		
General costs	-	136
Cafe costs - purchases	-	104
Lunch Club costs purchases	2,711	331
	<u>2,711</u>	<u>571</u>
<u>CHARITABLE ACTIVITIES</u>		
Book Festival costs	910	-
General costs	65	1,723
Food Bank expenditure	-	395
	<u>975</u>	<u>2,118</u>
<u>GOVERNANCE COSTS</u>		
Salaries and wages	15,907	19,174
Social security costs	55	-
Bad debts	719	555
Premises costs	22,957	31,736
Accountancy and bookkeeping fees	2,293	3,696
Legal and professional fees	2,500	790
Licences	618	593
Insurance	5,637	5,705
Repairs and maintenance	6,101	4,027
Equipment rental	1,273	1,793
Telephone and internet	505	507
Printing postage and stationery	433	378
Bank charges	69	60
Charitable donation	-	-
	<u>59,067</u>	<u>69,014</u>
<u>TOTAL RESOURCES EXPENDED</u>	<u>62,753</u>	<u>71,703</u>
<u>NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR</u>	<u>24,703</u>	<u>(1,352)</u>