

# ACTION 21 (2010)

England & Wales · Charity number 1136450

## Details

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**Other names** ACTION 21

**Status** Registered

**Legal form** Charitable company

**Company number** [07185413](#)

**Registered** 2010-06-18

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Action 21  
Unit 3  
Milverton House  
Court Street  
Leamington Spa  
Warwicks

**Phone** 01926339077

**Email** [info@action21.co.uk](mailto:info@action21.co.uk)

**Website** [www.action21.co.uk](http://www.action21.co.uk)

## Activities

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**Objects:** TO PROMOTE THE PROTECTION AND PRESERVATION OF THE ENVIRONMENT FOR THE PUBLIC BENEFIT BY THE PROMOTION OF WASTE REDUCTION, RE-USE, RECLAMATION, RECYCLING, THE USE OF RECYCLED PRODUCTS AND THE USE OF SURPLUS. FOR THE BENEFIT OF THE INHABITANTS OF THE DISTRICT OF WARWICK, AND ITS ENVIRONS. TO ALSO ADVANCE THE EDUCATION OF THE PUBLIC IN SUBJECTS RELATED TO SUSTAINABILITY IN AREAS RELATED TO ENERGY, FOOD, AND TRANSPORT THROUGH PRACTICAL PROJECTS.

**Activities:** Operation of Re-Useful Centre  
Operation of a bike maintenance and repair workshop  
Operation of skill share projects

## Classification

- **How:** Makes Grants To Organisations, Provides Services
- **What:** Education/training, Environment/conservation/heritage
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** WARWICK
- Warwickshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£178,955	£172,485	-	-
2024-03-31	£175,787	£162,500	-	-
2023-03-31	£181,921	£160,868	-	-
2022-03-31	£188,770	£148,019	-	-
2021-03-31	£131,777	£142,969	-	-

## Trustees

Name	Role	Appointed
Ashique Panakkat		2025-02-12
Christopher Robin Moir		2026-01-27
Dr Jessica Clare Robins		2025-01-12
EMMA KNIGHTS		2024-04-09
John O Maoileoin		2024-04-09
Nicola Marie Barker		2024-07-16
Rameshchandra Patel		2024-07-16

**ACTION 21 (2010)**

England & Wales - Charity number 1136450

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# Accounts

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**Charity registration number 1136450**

**Company registration number 07185413 (England and Wales)**

**ACTION 21 (2010)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2025**

## ACTION 21 (2010)

### LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	John O'Maoileoin Emma Knights (Chair) Nicola Marie Barker Rameshchandra Patel (Treasurer) Ollie James Roberts Jessica Clare Robins Ashique Panakkat	(Appointed 9 April 2024) (Appointed 9 April 2024) (Appointed 16 July 2024) (Appointed 16 July 2024) (Appointed 17 July 2024) (Appointed 12 January 2025) (Appointed 12 February 2025)
<b>Secretary</b>	Mr R Patel	
<b>Charity number</b>	1136450	
<b>Company number</b>	07185413	
<b>Registered office</b>	Re-Useful Centre Unit 3 Milverton House Court Street Leamington Spa Warwickshire CV31 2BB	
<b>Independent examiner</b>	Burgis & Bullock 23-25 Waterloo Place Leamington Spa Warwickshire CV32 5LA	
<b>Bankers</b>	Unity Trust Bank plc Nine Brindley Place Birmingham B1 2HB	Lloyds Bank plc PO Box 800 Tredgar Park Newport NP10 8SB
<b>Staff members</b>	Louise Haycock Daryl Davies Siu Lai Tam	General Manager Shop Manager Finance Officer

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# ACTION 21 (2010)

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## **ACTION 21 (2010)**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

#### ***FOR THE YEAR ENDED 31 MARCH 2025***

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The trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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 2019).

#### **Objectives and Activities**

At Action 21, our mission is to reduce waste, promote reuse, increase sustainability skills, and strengthen community wellbeing across Warwick District and surrounding areas.

#### **Our Vision**

We envision a local community where waste is minimised, resources are valued, and people are empowered with the knowledge and tools to live more sustainably.

#### **Our Charitable Aims**

- To protect and preserve the environment for public benefit by promoting waste reduction, reuse, recycling, and the responsible use of surplus items.
- To advance public education and skills in sustainability-related areas, especially energy, food, and transport.

#### **What We Do**

##### **1. Community Reuse & Environmental Impact**

Operating from our Re-Useful Centre in Leamington Spa, we collect, refurbish, and resell donated goods. For the year ended 31<sup>st</sup> March 2025 alone, we saved over ~110 tonnes of waste from landfill, avoiding approximately ~220 tonnes of CO<sub>2</sub>e-1 emissions. This contributed directly to climate action while reducing environmental burden.

##### **2. Affordable Access through Upcycled Goods**

Thousands of donated items, including furniture and household goods, are upcycled and sold at nominal prices in our charity shop. Action 21 keeps prices as low as possible in the Re-use Centre as many of our customers have been badly affected by the cost-of-living crisis. This initiative helps individuals and families afford essential goods.

##### **3. Sustainable Mobility through Bike Repair**

Our bike workshop at Eaton Works has refurbished and repurposed over 800 bicycles, many of which have been returned to the community, including reused parts. This provides low-carbon, affordable transport options and promotes wellbeing, while diverting large volumes of waste from landfill.

## **ACTION 21 (2010)**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2025***

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#### **4. Inclusive, Volunteer-Driven Organisation**

We have a dedicated base of volunteers, supported by three paid roles. Our volunteers come from diverse life experiences and socio-economic backgrounds. Action 21 provides a safe, supportive, and inclusive environment that fosters community connection.

#### **5. Upskilling and Employability**

We provide practical training and upskilling opportunities in:

- Bike repair and maintenance;
- Shop merchandising and retail operations;
- PAT testing of electrical goods; and
- Scrap metal recycling.

These real-world skills enhance employability, build confidence, and often lead to further education or employment opportunities.

#### **6. Community Gardening and Green Spaces**

In collaboration with Warwick District Council, we have launched a community gardening project, starting with a reclaimed site at Radcliffe Gardens. This initiative empowers volunteers to beautify neglected spaces, fostering pride and supporting biodiversity.

#### **7. Partnerships and Social Enterprise**

We work closely with Warwick University's Enterprise Division, who showcase us as a model social enterprise. Our corporate collaborations with companies like Geberit UK and Eaton provide vital support through funding, spares, and staff volunteering—creating shared value for businesses and community.

#### **8. Community Engagement and Advocacy**

As co-founders of Eco Fest, we continue to promote local climate and sustainability initiatives. The event, held annually at Pump Room Gardens, brings together residents, local groups, and policymakers to raise awareness and celebrate community-led action.

#### **Working in Partnership**

Action 21 supports 26 third sector and statutory organisations throughout the Warwick District Area. Our cost-of-living voucher scheme is distributed through partner agencies working with vulnerable locals. The vouchers funded by Leamington Town Council and Warwick District Council are distributed to individuals and families. These vouchers are redeemed within the Re-useful Centre for such items, including clothing, household goods, toys, electrical goods and furniture. Our current agents include Kingsway, Lillington and Westgate Children and Family Centre's Brunswick Hub, Sydni Centre, WDC Homeless team and WDC Food Bank.

We also support organisations by providing donations for their clients, including "Welcome packs" via WDC Homeless team, Come and Play (donations of toys for their play sessions), OWNBOOKS (a book recycling project to help young children without books at home), Champion School (books to re-establish their school library), Friends of Leamington Railway (books are donated to travellers at the station) and Warwickshire County Council's Migration team (scooters for children placed some distance from school).

## **ACTION 21 (2010)**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2025***

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This year we have made further efforts to engage with cycling groups across the area, in particular Warwickshire Active Travel, Cycle Infinity Brunswick Bike project and Cycle Coventry. We are grateful for their support which has been beneficial to our work to support sustainable transport. Having reviewed our approach to our refurbishment and pricing of bicycles in January, we have further increased the number sold.

Action 21 is linked with Warwickshire Climate Alliance which meets monthly to share experience and knowledge from groups across the county. We began discussion with the group in Leamington which is aiming to set up an eco-hub for the town and how Action 21 could support and contribute to the initiative.

#### **Premises**

Uncertainty about the premises of the Re-Useful Centre and the bike workshop has overshadowed the year covered by this Report. The Court Street landlord is aiming to redevelop the site and therefore since May 2024 we have a Lease at Will. The trustees have therefore continued to actively seek more secure affordable premises which are in very short supply in South Leamington. The trustees have determined that it is crucial to the charity's sustainability that we remain in the area with good customer footfall.

The bike workshop had been in a railway arch which faced increasing disruption from successive requests to vacate the premises for maintenance reasons. As a result, the bike workshop was relocated to Eaton Works in April 2024, but unfortunately Eaton Works is now up for sale. We are therefore looking for a second premises for our workshops as well as the retail space.

We have engaged with local groups, residents and businesses in the discussions about the development of the cultural quarter of Leamington Spa in which we are situated, and we are pleased to have the support of WDC and our neighbours in keeping us in the local community.

#### **Staff**

After the departure of one of our long-term shop managers, we struggled to immediately recruit a replacement, but we now have part-time managers who started working with us in February 2024. This enabled us to open the Reuse centre on a Sunday from 30th March 2025, which we have been unable to do since the pandemic. We have also employed a finance officer for one day a week.

#### **Volunteers**

Volunteers are an essential resource for Action 21. We have a dedicated base of volunteers. Without them we could not function. As well as participating in the operation of the Re-Useful Centre, they provide valued support for the charity's other projects. Fifty-four regular volunteers support the operation of the Re-Useful Centre, bike workshop, and community gardening, as well as Action 21's administrative, communications, and marketing activities.

Our volunteers come from diverse life experiences and socio-economic backgrounds. Volunteering opportunities are wide-ranging and inclusive. We offer opportunities to individuals from a variety of backgrounds. Action 21 aims to assist volunteers in building upon their skill set or upskilling via in-house and external training.

The chair of trustees has begun monthly meetings with volunteers to ensure we are listening to them and they are aware of and involved in any changes.

## **ACTION 21 (2010)**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2025**

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#### **A Strategic Approach**

Trustees have developed a strategic plan for the coming two years to ensure all our charitable objectives are met. We are aiming to grow our turnover to enable us to meet any increases in rent which are likely to be forthcoming, to save more from landfill and to have a surplus to spend on other local environmental projects.

#### **Marketing/Communications**

We aim to expand public awareness of Action 21's projects and activities to promote the Re-Useful Centre to increase donations and purchases, to recruit new volunteers; and to publicise events and projects. Action 21's website features volunteer profiles and we have recently returned to blogging. Action 21's Facebook, Instagram and LinkedIn pages promote the day-to-day activities at the Re-Useful Centre and forthcoming events. We have been refreshing our content.

#### **Public Benefit**

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Financial Review**

The financial statements show that a surplus of £6,470 arose in the year to 31 March 2025. This was better than expectations and resulted in an increase in the general reserves (unrestricted funds) to £150,816.

Overall income from all sources in the year amounted to £178,955 (above the previous year) and expenditure in the year was £172,485.

#### **Reserves Policy**

The Board of Trustees have adopted a policy that unrestricted funds should be held as reserves at a level that equates to a minimum of four months' unrestricted expenditure. This would enable the charity to continue to operate and/or to meet its obligations as regards its leases and redundancy payments, in the event that unrestricted income ceased to be received or was significantly reduced, whilst consideration was given as to how to respond to the new circumstances. The unrestricted reserves at 31 March 2025 equated to over 10 months of normal unrestricted expenditure.

Total reserves for the year amounted to £154,354 (including restricted funds of £3,538).

## **ACTION 21 (2010)**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2025**

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#### **Structure, Governance and Management**

Action 21 (2010) is a charitable company limited by guarantee and does not have a share capital. It was incorporated on 10 March 2010 and registered as a charity on 18 June 2010. Action 21 (2010) took over the assets and liabilities of its predecessor company, Action 21 (registered number 4150006), on 1 August 2010.

The governing document of Action 21 (2010) is its Memorandum and Articles of Association which were signed on 2 March 2010. The charity's trustees are also directors of the company. One third of the trustees retire by rotation at each Annual General Meeting. A retiring trustee is eligible for re-election.

The Board normally meets monthly and is responsible for the strategic direction and policies of the charity.

The General Manager attends all Board meetings and is responsible for running the charity. Individual board members take on additional roles to support the General Manager in relation to finance, human resources, fund raising and education projects.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Belinda Pyke (Chair until 9 April 2024)	(Resigned 16 July 2024)
Margaret Begg	(Resigned 16 July 2024)
Paula Raducan	(Resigned 16 July 2024)
Paul Harris (Chair until 7 January 2025)	(Resigned 7 January 2025)
Chris Pollock	(Resigned 3 September 2024)
Nikki Cockcroft	(Resigned 3 September 2024)
John O'Maoileoin	(Appointed 9 April 2024)
Emma Knights (Chair)	(Appointed 9 April 2024)
Nicola Marie Barker	(Appointed 16 July 2024)
Rameshchandra Patel (Treasurer)	(Appointed 16 July 2024)
Ollie James Roberts	(Appointed 17 July 2024)
Jessica Clare Robins	(Appointed 12 January 2025)
Ashique Panakkat	(Appointed 12 February 2025)

#### **Recruitment and Appointment of Trustees**

Active measures were taken in the year in question to expand the number of trustees in order to strengthen the skills base and to compensate for the departure of a number of long-standing members. Individuals expressing an interest in becoming a trustee meet the General Manager and the Chair and are encouraged to visit the charity's premises to experience how the charity operates. They are then invited to attend a Board meeting before deciding whether to formally apply. The Board decides at its next meeting whether to co-opt the applicant, with the decision recorded in the minutes and again at the next Annual General Meeting. New trustees are given Charity Commission guides, a Trustees' Handbook, a copy of the last Annual Report and Financial Statements, the strategic plan and copies of minutes of recent Board meetings.

**ACTION 21 (2010)**

**TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2025***

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**Risk review**

During the year the Board again reviewed the major risks to which it is exposed and identified systems or procedures to manage those risks. The Board considers that insurance cover and reserves are adequate to ensure the continued operation or orderly closure of the charity in the event of the occurrence of any unexpected incident.

The risk of not finding suitable and affordable premises presents a significant threat to the charity's ability to operate. The trustees have actively sought more secure premises and continue to do so.

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

The Trustees' report was approved by the Board of Trustees.



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Emma Knights

24 Jul 2025

Date: .....

# **ACTION 21 (2010)**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ACTION 21 (2010)**

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I report to the trustees on my examination of the financial statements of Action 21 (2010) (the charity) for the year ended 31 March 2025.

### **Responsibilities and basis of report**

As the trustees of the charity (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.

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

### **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 Companies Act 2006.
- 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 Companies Act 2006 other than any requirement that the financial statements 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 financial statements 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.

*W A Hubbard*

**Wende Hubbard FCCA  
Burgis & Bullock**

23-25 Waterloo Place  
Leamington Spa  
Warwickshire  
CV32 5LA

24th July 2025

Dated: .....

## ACTION 21 (2010)

### STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

*FOR THE YEAR ENDED 31 MARCH 2025*

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	
Notes							
<b>Income from:</b>							
Donations and legacies	2	13,883	-	13,883	1,500	500	2,000
Other trading activities	3	163,753	-	163,753	170,655	-	170,655
Investments	4	1,319	-	1,319	3,132	-	3,132
<b>Total income</b>		178,955	-	178,955	175,287	500	175,787
<b>Expenditure on:</b>							
Raising funds	5	171,985	500	172,485	162,500	-	162,500
<b>Total expenditure</b>		171,985	500	172,485	162,500	-	162,500
<b>Net income/(expenditure) and movement in funds</b>		6,970	(500)	6,470	12,787	500	13,287
<b>Reconciliation of funds:</b>							
Fund balances at 1 April 2024		143,846	4,038	147,884	131,059	3,538	134,597
<b>Fund balances at 31 March 2025</b>		150,816	3,538	154,354	143,846	4,038	147,884

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# ACTION 21 (2010)

## BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
<b>Current assets</b>					
Debtors	10	5,100		2,807	
Cash at bank and in hand		173,887		156,093	
		<u>178,987</u>		<u>158,900</u>	
<b>Creditors: amounts falling due within one year</b>	11	(24,633)		(11,016)	
<b>Net current assets</b>			154,354		147,884
<b>Net assets excluding pension liability</b>			<u>154,354</u>		<u>147,884</u>
<b>The funds of the charity</b>					
Restricted income funds	14		3,538		4,038
Unrestricted funds			150,816		143,846
			<u>154,354</u>		<u>147,884</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

08 Jul 2025

The financial statements were approved by the trustees on .....

  
.....  
Emma Knights (Chair)

  
.....  
Rameshchandra Patel (Treasurer)

Company registration number 07185413 (England and Wales)

# **ACTION 21 (2010)**

## **NOTES TO THE FINANCIAL STATEMENTS**

### **FOR THE YEAR ENDED 31 MARCH 2025**

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#### **1 Accounting policies**

##### **Charity information**

Action 21 (2010) is a private company limited by guarantee incorporated in England and Wales. The registered office is Re-Useful Centre, Unit 3 Milverton House, Court Street, Leamington Spa, Warwickshire, CV31 2BB.

##### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

##### **1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

##### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount.

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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#### 1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Grants are accounted for when all the conditions of receipt have been met.

Donated goods for resale are not included in the valuation prior to being sold as it has been deemed impractical to measure the fair value of the goods and the cost of calculation would outweigh the benefit to the users of the accounts,

Income from trading operations represent sales generated by re-use operations.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20% straight line ( 25% vans)
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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#### 1 Accounting policies

(Continued)

##### ***Basic financial assets***

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### ***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### ***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2025**

#### 2 Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	883	-	883	-	-	-
Grants	13,000	-	13,000	1,500	500	2,000
	<u>13,883</u>	<u>-</u>	<u>13,883</u>	<u>1,500</u>	<u>500</u>	<u>2,000</u>
<b>Grants</b>						
Government grants	-	-	-	1,500	-	1,500
Other	13,000	-	13,000	-	500	500
	<u>13,000</u>	<u>-</u>	<u>13,000</u>	<u>1,500</u>	<u>500</u>	<u>2,000</u>

#### Government grants

During the year £1,500 was received from the Warwick District Council community cost of living fund.

#### 3 Income from other trading activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Shop income	163,753	170,655
	<u>163,753</u>	<u>170,655</u>

#### 4 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	1,319	3,132
	<u>1,319</u>	<u>3,132</u>

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2025**

#### 5 Expenditure on raising funds

	Unrestricted funds general 2025 £	Restricted funds 2025 £	Total 2025 £	Total 2024 £
<b>Raising funds</b>				
Staff costs	92,222	-	92,222	91,425
Volunteer expenditure (travel, refresh, subsistence)	2,349	-	2,349	3,403
Electricity and water	10,471	-	10,471	9,255
Vehicle costs	1,744	-	1,744	1,178
Rent, rates and insurance	40,522	-	40,522	36,062
Telephone and stationery and marketing costs	1,128	-	1,128	766
Website, payroll and software costs	6,695	-	6,695	3,537
Reuse shop, bikes and other costs	5,515	500	6,015	7,214
Building maintenance and other premises costs	2,404	-	2,404	1,017
Independent examiner's fees & governance costs	3,577	-	3,577	2,672
Craft club materials	970	-	970	1,532
Protective clothing	-	-	-	206
Credit card charges	3,233	-	3,233	4,233
Other fundraising costs	1,155	-	1,155	-
	<hr/>	<hr/>	<hr/>	<hr/>
Total costs	171,985	500	172,485	162,500
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

#### 6 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

#### 7 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
	4	5
	<hr/> <hr/>	<hr/> <hr/>

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

---

<b>7 Employees</b>	<b>(Continued)</b>	
<b>Employment costs</b>	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Wages and salaries	88,843	88,362
Social security costs	1,689	1,864
Other pension costs	1,690	1,199
	<u>92,222</u>	<u>91,425</u>
	<u><u>92,222</u></u>	<u><u>91,425</u></u>

Redundancy and termination payments totalling £8,999 were made in the reporting period.

There were no employees whose annual remuneration was more than £60,000.

### 8 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

### 9 Tangible fixed assets

	<b>Fixtures and fittings</b>
	<b>£</b>
<b>Cost</b>	
At 1 April 2024	6,441
	<u>6,441</u>
At 31 March 2025	6,441
	<u>6,441</u>
<b>Depreciation and impairment</b>	
At 1 April 2024	6,441
	<u>6,441</u>
At 31 March 2025	6,441
	<u>6,441</u>
<b>Carrying amount</b>	
At 31 March 2025	-
	<u><u>-</u></u>
At 31 March 2024	-
	<u><u>-</u></u>

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

---

<b>10 Debtors</b>		<b>2025</b>	<b>2024</b>
		<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>			
Trade debtors		1,980	-
Other debtors		-	1,813
Prepayments and accrued income		3,120	994
		<u>5,100</u>	<u>2,807</u>
		<u><u>5,100</u></u>	<u><u>2,807</u></u>
<b>11 Creditors: amounts falling due within one year</b>		<b>2025</b>	<b>2024</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>
Other taxation and social security		782	1,111
Grants	<b>12</b>	12,500	1,500
Trade creditors		1,036	-
Accruals and deferred income		10,315	8,405
		<u>24,633</u>	<u>11,016</u>
		<u><u>24,633</u></u>	<u><u>11,016</u></u>

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

#### 12 Grants and deferred income

Included in deferred income is £1,000 received from Leamington Spa Town Council community grant. The grant is to provide families in needs with a free voucher (valid up till 1 January 2026) to be spent in the Action 21 shop. This income is deferred until such time as the goods or services have been provided or the voucher has expired.

Deferred income is included in the financial statements as follows:

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Deferred income is included within:		
Current liabilities	12,500	1,500
	<u>          </u>	<u>          </u>
Movements in the year:		
Deferred income at 1 April 2024	1,500	-
Released from previous periods	(1,500)	-
Resources deferred in the year	12,500	1,500
	<u>          </u>	<u>          </u>
Deferred income at 31 March 2025	12,500	1,500
	<u>          </u>	<u>          </u>

#### 13 Retirement benefit schemes

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>Defined contribution schemes</b>		
Charge to statement of financial activities in respect of defined contribution schemes	1,690	1,199
	<u>          </u>	<u>          </u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2025

#### 14 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024	Incoming resources	Resources expended	At 31 March 2025
	£	£	£	£
Warwick University	3,538	-	-	3,538
Bike grant	500	-	(500)	-
	<u>4,038</u>	<u>-</u>	<u>(500)</u>	<u>3,538</u>

#### Previous year:

	At 1 April 2023	Incoming resources	Resources expended	At 31 March 2024
	£	£	£	£
Warwick University	3,538	-	-	3,538
Bike grant	-	500	-	500
	<u>3,538</u>	<u>500</u>	<u>-</u>	<u>4,038</u>

#### 15 Analysis of net assets between funds

	Unrestricted funds 2025	Restricted funds 2025	Total 2025
	£	£	£
<b>At 31 March 2025:</b>			
Current assets/(liabilities)	150,816	3,538	154,354
	<u>150,816</u>	<u>3,538</u>	<u>154,354</u>

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

#### 15 Analysis of net assets between funds

(Continued)

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
<b>At 31 March 2024:</b>			
Current assets/(liabilities)	143,846	4,038	147,884
	<u>143,846</u>	<u>4,038</u>	<u>147,884</u>

#### 16 Operating lease commitments

##### Lessee

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025 £	2024 £
Within one year	9,000	5,775
Between two and five years	27,000	-
	<u>36,000</u>	<u>5,775</u>

#### 17 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).



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**Issuer** Burgis & Bullock

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### Parties involved with this document

Document processed	Party + Fingerprint
Thu, 24th Jul 2025 12:22:43 BST	Emma Knights - Signer (aea5dab83c9fa2655230e118fcb50ac5)
Thu, 24th Jul 2025 13:24:57 BST	Ramesh Patel - Signer (816b30bfb64b35a58ab99de5e94e37ac)
Fri, 25th Jul 2025 10:23:08 BST	Wende Hubbard - Signer (ebf9211458b9bf17650be95e9b7a6984)

### Audit history log

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Mon, 21st Jul 2025 16:50:01 BST	Sent the envelope to Emma Knights (chair@action21.co.uk) for signing (89.255.180.53)
Mon, 21st Jul 2025 16:50:01 BST	Document emailed to chair@action21.co.uk
Tue, 22nd Jul 2025 10:20:20 BST	Emma Knights opened the document email. (66.249.93.97)
Thu, 24th Jul 2025 12:18:39 BST	Emma Knights opened the document email. (66.249.93.101)
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Thu, 24th Jul 2025 12:22:43 BST	Emma Knights signed the envelope (81.141.31.49)
Thu, 24th Jul 2025 12:22:43 BST	Sent the envelope to Ramesh Patel (ramu1504@ymail.com) for signing (81.141.31.49)
Thu, 24th Jul 2025 12:22:44 BST	Document emailed to ramu1504@ymail.com
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Thu, 24th Jul 2025 13:24:57 BST	Ramesh Patel signed the envelope (86.136.23.26)
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Thu, 24th Jul 2025 13:24:59 BST	Document emailed to wende@burgisbullock.com
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Thu, 24th Jul 2025 17:49:54 BST	Sent Wende Hubbard a reminder to sign the document. (89.255.180.53)
Thu, 24th Jul 2025 17:49:55 BST	Document emailed to wende@burgisbullock.com
Fri, 25th Jul 2025 10:22:09 BST	Wende Hubbard viewed the envelope (89.255.180.53)
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Fri, 25th Jul 2025 10:23:08 BST	This envelope has been signed by all parties (89.255.180.53)

**ACTION 21 (2010)**

England & Wales - Charity number 1136450

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# Accounts

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**Charity registration number 1136450**

**Company registration number 07185413 (England and Wales)**

**ACTION 21 (2010)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2024**

## ACTION 21 (2010)

### LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Belinda Pyke (Chair until 9 April 2024) Margaret Begg Paula Raducan (Treasurer) Paul Harris ( Chair from 9 April 2024) Chris Pollock Nikki Cockcroft (Appointed 14 July 2023) John O'Maoileoin (Appointed 9 April 2024) Emma Knights (Appointed 9 April 2024)	
<b>Secretary</b>	Paula Raducan (Treasurer)	
<b>Charity number</b>	1136450	
<b>Company number</b>	07185413	
<b>Registered office</b>	Re-Useful Centre Unit 3 Milverton House Court Street Leamington Spa Warwickshire CV31 2BB	
<b>Independent examiner</b>	Burgis & Bullock 23-25 Waterloo Place Leamington Spa Warwickshire CV32 5LA	
<b>Bankers</b>	Unity Trust Bank plc Nine Brindley Place Birmingham B1 2HB	Lloyds Bank plc PO Box 800 Tredegar Park Newport NP10 8SB
<b>Staff members</b>	Martin Smith (resigned) Louise Haycock Ashley Hopkins Daryl Davies Elizabeth Zeen Ruth Garvey	General Manager General Manager Shop Manager Shop Manager Craft Club Leader Cleaning and Sanitising Supervisor

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# ACTION 21 (2010)

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Independent examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9 - 17

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## **ACTION 21 (2010)**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

***FOR THE YEAR ENDED 31 MARCH 2024***

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The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's memorandum and articles of association, the Companies Act 2006 and "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 2019).

#### **Objectives and activities**

Action 21's vision is to reduce waste, promote reuse, increase knowledge and skills, and support its local communities in living more sustainably. Its formal charitable aims are to promote the protection and preservation of the environment for the public benefit by the promotion of waste reduction, re-use, reclamation, recycling, the use of recycled products and the use of surplus for the benefit of the inhabitants of the District of Warwick and its environs. To also advance the education and skills of the public in subjects related to sustainability, also in areas related to energy, food and transport.

The charity runs the Re-Useful Centre which has operated from 3 adjacent, leased units in Court Street, Leamington Spa since January 2015. Action 21 also leased a local railway arch, which accommodated a bike workshop.

The Re-Useful Centre receives donations of goods from the public that would otherwise go to waste (principally landfill) and enables the items to be purchased and re-used. During the year under review the facility has saved over 110 tonnes of donated items from landfill.

In order to increase re-use, the charity undertakes the refurbishment of bicycles and some items of furniture to ensure items are of an adequate standard for sale. Hundreds of donated bikes are refurbished and sold each year, thereby providing a means of affordable sustainable transport for the local community.

## **ACTION 21 (2010)**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2024***

---

Action 21 also tests electrical equipment for resale, allowing re-use of items that would otherwise be scrapped. Donated items which cannot be sold are broken down and sold for scrap, re-used, recycled or sold on to other companies for upcycling.

Action 21 has run projects in the key theme areas of re-use, sustainable transport and education. The charity engages with a wide number of volunteers who deliver these activities. Some volunteers are drawn from vulnerable and disadvantaged groups who benefit from the vocational experience, training and social interaction.

- Action 21 has run a regular group called 'Craft Club' at The Sydni Centre which is a "skill share" activity.
- Action 21 promoted and took part in Eco Fest in September 2023. This annual event highlights the work of local environmental groups and sustainability charities
- Action 21 supports a number of organisations by donating items from the Re-Useful Centre including; WDC Homeless team (supplying welcome packs) , Kingsway, Lillington and Westgate Children and Family Centres (distributing cost of living vouchers and family referrals for clothing / household goods), Brunswick Hub (client referrals for household items and clothing and distributing cost of living Vouchers) , WDC Food Bank (cost of living vouchers), Come and Play (donations of toys for their play sessions), Sydni Centre(distributing cost of living vouchers),OWNBOOKS (a book recycling project to help young children without books at home),

These achievements took place in a challenging year for Action 21 because of the absence of key staff. The General Manager resigned in mid-May 2023 because of illness. (Sadly, he died in September 2023.) One of the shop managers, was appointed as interim General Manager. Following an open recruitment procedure, Louise Haycock was appointed General Manager with effect from 1 August. The other Shop Manager was absent for health reasons for most of the year covered by this Report.

Uncertainty about the premises of the Re-Useful Centre and the bike workshop also overshadowed the year covered by this Report. The Court Street landlord had indicated that a two year lease extension would be agreed but then later withdrew this offer. In March 2024, a Leases at Will was agreed and the trustees have actively sought more secure premises.

The Bike workshop was located in a railway arch but faced increasing disruption from successive requests to vacate the premises for maintenance reasons. An alternative location nearby was identified with the move taking place in April 2024.

## **ACTION 21 (2010)**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2024***

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#### **Volunteers**

Volunteers are an essential resource for Action 21. As well as participating in the operation of the Re-Useful Centre they provide valued support for the charity's other projects.

Around 40 regular volunteers support the operation of the Re-Useful Centre and Bike workshop together with Action 21's administrative, communications and marketing activities.

#### **Marketing/Communications**

The key aims of Action 21 are to maintain and expand public awareness of Action 21's projects and activities; to promote the Re-Useful Centre in order to increase donations and purchases; to promote volunteering opportunities in order to recruit new volunteers; and to publicise events in order to increase event attendance.

Action 21's website features volunteer profiles. Action 21's Facebook, Twitter and Instagram pages promote the day-to-day activities at the Re-Useful Centre and forthcoming events.

#### **Public benefit**

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Financial review**

The financial statements show that a surplus of £13,287 arose in the year to 31 March 2024. This was in excess of expectations and resulted in an increase in the general reserves (unrestricted funds) to £143,846.

Overall income from all sources in the year amounted to £175,787, below the previous year. Expenditure in the year at £162,500.

The Court Street leases expire on 30 June 2024 and have been replaced with Leases at Will where only a short term extension is possible. The trustees have actively sought more secure premises but the risk of not finding suitable and affordable premises presents significant threats to the charity's ability to operate, even in the short term.

#### **Reserves policy**

The Board of Trustees has adopted a policy that unrestricted funds should be held as reserves at a level that equates to a minimum of three months' unrestricted expenditure. This would enable the charity to continue to operate and/or to meet its obligations as regard its leases and redundancy payments, in the event that unrestricted income ceased to be received or was significantly reduced, whilst consideration was given as to how to respond to the new circumstances. The unrestricted reserves at 31 March 2024 equated to over 10 months of normal unrestricted expenditure.

Total reserves for the year amounted to £149,545 (including restricted funds of £3,538).

## **ACTION 21 (2010)**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2024**

---

#### **Structure, governance and management**

Action 21 (2010) is a charitable company limited by guarantee and does not have a share capital. It was incorporated on 10 March 2010 and registered as a charity on 18 June 2010. Action 21 (2010) took over the assets and liabilities of its predecessor company, Action 21 (registered number 4150006), on 1 August 2010.

The governing document of Action 21 (2010) is its Memorandum and Articles of Association which were signed on 2 March 2010. The charity's trustees are also Directors of the Company. One third of the trustees retire by rotation at each Annual General Meeting. A retiring trustee is eligible for re-election.

The Board normally meets bi-monthly and is responsible for the strategic direction and policies of the charity. The General Manager attends all Board meetings and is responsible for running the charity. Individual Board members take on additional roles to support the General Manager in relation to finance, human resources, recycling and fund raising.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Belinda Pyke (Chair until 9 April 2024)

Margaret Begg

Paula Raducan (Treasurer)

Paul Harris ( Chair from 9 April 2024)

Chris Pollock

Nikki Cockcroft (Appointed 14 July 2023)

Jennifer Worrall (Resigned 20 March 2024)

Rachel Barnett (Resigned 14 July 2023)

John O'Maoileoin (Appointed 9 April 2024)

Emma Knights (Appointed 9 April 2024)

#### **Recruitment and appointment of trustees**

Active measures were taken in the year in question to expand the number of trustees in order to strengthen the skills base. Individuals expressing an interest in becoming a trustee meet the General Manager and the Chair and are encouraged to visit the charity's premises to experience how the charity operates and to meet staff and volunteers. They are then invited to attend a Board meeting before deciding whether to formally apply. The Board decides at its next meeting whether to co-opt the applicant, pending ratification at the next Annual General Meeting. They are also given a Trustees' Handbook, a copy of the last Annual Report and Financial Statements and copies of minutes of recent Board meetings.

#### **Risk review**

During the year the Board again reviewed the major risks to which it is exposed and identified systems or procedures to manage those risks. The Board considers that insurance cover and reserves are adequate to ensure the continued operation or orderly closure of the charity in the event of the occurrence of any unexpected incident.

**ACTION 21 (2010)**

**TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2024***

---

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

The Trustees' report was approved by the Board of Trustees.

*p Harris*

.....

Paul Harris

16 Jul 2024

Date: .....

## **ACTION 21 (2010)**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ACTION 21 (2010)**

---

I report to the trustees on my examination of the financial statements of Action 21 (2010) (the charity) for the year ended 31 March 2024.

#### **Responsibilities and basis of report**

As the trustees of the charity (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 financial statements of the charity 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's financial statements 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.

*W A Hubbard*

**Wende Hubbard FCCA  
Burgis & Bullock**

23-25 Waterloo Place  
Leamington Spa  
Warwickshire  
CV32 5LA

16th July 2024

Dated: .....

## ACTION 21 (2010)

### STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

*FOR THE YEAR ENDED 31 MARCH 2024*

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
<b>Income from:</b>							
Donations and legacies	2	1,500	500	2,000	-	-	-
Other trading activities	3	170,655	-	170,655	180,683	-	180,683
Investments	4	3,132	-	3,132	1,238	-	1,238
<b>Total income</b>		175,287	500	175,787	181,921	-	181,921
<b>Expenditure on:</b>							
Raising funds	5	162,500	-	162,500	160,868	-	160,868
<b>Total expenditure</b>		162,500	-	162,500	160,868	-	160,868
<b>Net income and movement in funds</b>		12,787	500	13,287	21,053	-	21,053
<b>Reconciliation of funds:</b>							
Fund balances at 1 April 2023		131,059	3,538	134,597	110,006	3,538	113,544
<b>Fund balances at 31 March 2024</b>		143,846	4,038	147,884	131,059	3,538	134,597

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# ACTION 21 (2010)

## BALANCE SHEET

AS AT 31 MARCH 2024

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		2024		2023	
	Notes	£	£	£	£
<b>Current assets</b>					
Debtors	9	2,807		1,450	
Cash at bank and in hand		156,093		140,824	
		<u>158,900</u>		<u>142,274</u>	
<b>Creditors: amounts falling due within one year</b>	<b>10</b>	<b>(11,016)</b>		<b>(7,677)</b>	
		<u></u>		<u></u>	
<b>Net current assets</b>			<b>147,884</b>		<b>134,597</b>
			<u></u>		<u></u>
<b>Net assets excluding pension liability</b>			<b>147,884</b>		<b>134,597</b>
			<u></u>		<u></u>
<b>The funds of the charity</b>					
Restricted income funds	13	4,038		3,538	
Unrestricted funds		143,846		131,059	
		<u>147,884</u>		<u>134,597</u>	
		<u></u>		<u></u>	

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

16 Jul 2024

The financial statements were approved by the trustees on .....

*p Harris*  
.....  
Paul Harris

*Paula Raducan*  
.....  
Paula Raducan (Treasurer)

Company registration number 07185413 (England and Wales)

# **ACTION 21 (2010)**

## **NOTES TO THE FINANCIAL STATEMENTS**

### **FOR THE YEAR ENDED 31 MARCH 2024**

---

#### **1 Accounting policies**

##### **Charity information**

Action 21 (2010) is a private company limited by guarantee incorporated in England and Wales. The registered office is Re-Useful Centre, Unit 3 Milverton House, Court Street, Leamington Spa, Warwickshire, CV31 2BB.

##### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's memorandum and articles of association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

##### **1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

##### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount.

## **ACTION 21 (2010)**

### **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2024**

---

#### **1 Accounting policies**

**(Continued)**

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Grants are accounted for when all the conditions of receipt have been met.

Donated goods for resale are not included in the valuation prior to being sold as it has been deemed impractical to measure the fair value of the goods and the cost of calculation would outweigh the benefit to the users of the accounts,

Income from trading operations represent sales generated by re-use operations.

#### **1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### **1.6 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20% straight line ( 25% vans)
-----------------------	-------------------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### **1.7 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

---

#### 1 Accounting policies

(Continued)

##### 1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### ***Basic financial assets***

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### ***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### ***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

##### 1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2024**

#### 1 Accounting policies (Continued)

##### 1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 2 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Grant income	1,500	500	2,000	-	-	-
	<u>1,500</u>	<u>500</u>	<u>2,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Grants receivable for core activities</b>						
Government grants	1,500	-	1,500	-	-	-
Other	-	500	500	-	-	-
	<u>1,500</u>	<u>500</u>	<u>2,000</u>	<u>-</u>	<u>-</u>	<u>-</u>

##### Government grants

During the year £1,500 was received from the Warwick District council community cost of living fund.

#### 3 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Shop income	170,655	180,683
	<u>170,655</u>	<u>180,683</u>

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

#### 4 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	3,132	1,238

#### 5 Expenditure on raising funds

	Unrestricted funds general 2024 £	Unrestricted funds general 2023 £
<b>Raising funds</b>		
Staff costs	91,425	82,008
Volunteer expenditure (travel, refresh, subsistence)	3,403	4,710
Electricity and Water	9,255	6,905
Vehicle costs	1,178	1,264
Rent, rates and insurance	36,062	42,038
Telephone and stationery and marketing costs	766	1,563
Website, payroll and software costs	3,537	2,790
Reuse shop, bikes and other costs	7,214	5,721
Building maintenance and other premises costs	1,017	1,773
Independent examiners fees & governance costs	2,672	2,955
Craft club materials	1,532	882
Protective clothing	206	4,815
Credit card charges	4,233	3,444
Total costs	162,500	160,868

The AGM costs of £122 from the year ended 31 March 2023 have been reanalysis to governance costs .

#### 6 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

#### 7 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
	5	4

#### Employment costs

	2024 £	2023 £
Wages and salaries	88,362	78,952
Social security costs	1,864	1,528
Other pension costs	1,199	1,528
	<u>91,425</u>	<u>82,008</u>

There were no employees whose annual remuneration was more than £60,000.

#### 8 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

#### 9 Debtors

	2024 £	2023 £
<b>Amounts falling due within one year:</b>		
Other debtors	1,813	-
Prepayments and accrued income	994	1,450
	<u>2,807</u>	<u>1,450</u>

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

#### 10 Creditors: amounts falling due within one year

	Notes	2024 £	2023 £
Other taxation and social security		1,111	1,830
Government grants	11	1,500	-
Accruals and deferred income		8,405	5,847
		<u>11,016</u>	<u>7,677</u>

#### 11 Government grants

Included in deferred income is £1,500 received from Leamington Spa Town Council community grant. The grant is to provide families in needs with a free voucher ( valid up till 1 January 2025) to be spent in the Action 21 shop .This income is deferred until such time as the goods or services have been provided or the voucher has expired.

Deferred income is included in the financial statements as follows:

	2024 £	2023 £
Deferred income is included within:		
Current liabilities	1,500	-
	<u>1,500</u>	<u>-</u>
Movements in the year:		
Deferred income at 1 April 2023	-	-
Resources deferred in the year	1,500	-
	<u>1,500</u>	<u>-</u>
Deferred income at 31 March 2024	<u>1,500</u>	<u>-</u>

#### 12 Retirement benefit schemes

	2024 £	2023 £
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	1,199	1,528
	<u>1,199</u>	<u>1,528</u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2024

#### 13 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2023	Incoming resources	At 31 March 2024
	£	£	£
Warwick University	3,538	-	3,538
Bike grant	-	500	500
	3,538	500	4,038
	3,538	500	4,038

Previous year:	At 1 April 2022	Incoming resources	At 31 March 2023
	£	£	£
Warwick University	3,538	-	3,538
	3,538	-	3,538
	3,538	-	3,538

#### 14 Analysis of net assets between funds

	Unrestricted funds 2024	Restricted funds 2024	Total 2024
	£	£	£
<b>At 31 March 2024:</b>			
Current assets/(liabilities)	143,846	4,038	147,884
	143,846	4,038	147,884
	143,846	4,038	147,884

	Unrestricted funds 2023	Restricted funds 2023	Total 2023
	£	£	£
<b>At 31 March 2023:</b>			
Current assets/(liabilities)	131,059	3,538	134,597
	131,059	3,538	134,597
	131,059	3,538	134,597

## ACTION 21 (2010)

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2024*

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#### 15 Operating lease commitments

##### **Lessee**

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Within one year	5,775	24,917
Between two and five years	-	5,775
	<u>5,775</u>	<u>30,692</u>
	<u><u>5,775</u></u>	<u><u>30,692</u></u>

#### 16 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).



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**Issuer** Burgis & Bullock

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### Parties involved with this document

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Thu, 18th Jul 2024 22:44:25 BST	Wende Hubbard - Signer (9748beba3a04e52e944fbda9b80bf45b)

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**ACTION 21 (2010)**

England & Wales - Charity number 1136450

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# Accounts

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Company registration number 07185413 (England and Wales)  
Charity registration number 1136450

# ACTION 21 (2010)

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

## COMPANY INFORMATION

The Trustees present their report and the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the Charities Act 2011 and 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 published in October 2019.

### Reference and administration information

Charity name:	Action 21 (2010) Ltd
Also known as:	Action 21
Charity registration number:	1136450
Company registration number:	07185413
Registered office and Operational address:	Re-Useful Centre Unit 3 Milverton House Court Street Leamington Spa Warwickshire CV31 2BB

### Directors/Trustees

The following served as Directors/Trustees during the year ended 31 March 2023

Belinda Pyke	Chair
Margaret Begg	Vice-Chair
Paula Raducan	Treasurer
Paul Harris	Appointed 12 July 2022
Chris Pollock	
Juliet Nickels	Resigned 24 March 2023
Roger Twiney	Resigned 12 July 2022
Jennifer Worrall	
Rachel Barnett	Appointed 12 July 2022
Nikki Cockcroft (coopted)	
Emma Royston (coopted)	Resigned 23 March 2023

### Company Secretary

Paula Raducan

### The following were members of staff on 31 March 2023

Martin Smith	General Manager
Ashley Hopkins	Shop Manager
Daryl Davies	Shop Manager
Elizabeth Zeen	Craft Club Leader
Ruth Garvey	Cleaning and Sanitising Supervisor

### Independent Examiner

Burgis & Bullock, Chartered Accountants, 23-25 Waterloo Pl, Leamington Spa CV32 5LA

### Bankers

Unity Trust Bank plc. Nine Brindley Place, Birmingham. B1 2HB

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Statement of financial activities	<b>5</b>
Balance Sheet	<b>6</b>
Notes to the financial statements	<b>7 - 11</b>

1  
**ACTION 21 (2010)**  
**TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2023**

### **Activities and charitable objects**

Action 21's vision is to reduce waste, promote reuse, increase knowledge and skills, and support its local communities in living more sustainably. Its formal charitable aims are to promote the protection and preservation of the environment for the public benefit by the promotion of waste reduction, re-use, reclamation, recycling, the use of recycled products and the use of surplus for the benefit of the inhabitants of the District of Warwick and its environs. To also advance the education and skills of the public in subjects related to sustainability, also in areas related to energy, food and transport.

The charity runs the Re-Useful Centre which has operated from 3 adjacent, leased units in Court Street, Leamington Spa since January 2015. Action 21 also leases a local railway arch, which accommodates a bike workshop.

The Re-Useful Centre receives donations of goods from the public that would otherwise go to waste (principally landfill) and enables the items to be purchased and re-used. During the year under review the facility has saved over 70 tonnes of donated items from landfill.

In order to increase re-use, the charity undertakes refurbishment of bicycles and some items of furniture to ensure items are of an adequate standard for sale. Hundreds of donated bikes are refurbished and sold each year, thereby providing a means of affordable sustainable transport for the local community.

Action 21 also tests electrical equipment for resale, allowing re-use of items that would otherwise be scrapped. Donated items which cannot be sold are broken down and sold for scrap, re-used, recycled or sold on to other companies for upcycling.

Action 21 intends to continue to run projects in the key theme areas of re-use, sustainable transport and education. The charity engages with a wide number of volunteers who deliver these activities. Some volunteers are drawn from vulnerable and disadvantaged groups who benefit from the vocational experience, training and social interaction.

1. Action 21 runs a regular fortnightly group called 'Craft Club' at The Sydni Centre which is a "skill share" activity.
2. Action 21 promoted and took part in Eco Fest in September. This annual event highlights the work of local environmental groups and sustainability charities.
3. Action 21 supports a number of organisations by donating items from the Re-Useful Centre including; Operation Christmas Child (helping to fill shoe boxes for needy children in Romania and Ukraine), OWNBOOKS (a book recycling project to help young children without books at home), Vision Aid Overseas (an organisation recycling unwanted spectacles).

### **Volunteers**

Volunteers are an essential resource for Action 21. As well as participating in the operation of the Re-Useful Centre they provide valued support for the charity's other projects.

Around 50 regular volunteers support the operation of the Re-Useful Centre together with Action 21's administrative, communications and marketing activities.

### **Marketing/Communications**

The key aims of Action 21 are to maintain and expand public awareness of Action 21's projects and activities; to promote the Re-Useful Centre in order to increase donations and purchases; to promote volunteering opportunities in order to recruit new volunteers; and to publicise events in order to increase event attendance.

Action 21's website features volunteer profiles. Action 21's Facebook, Twitter and Instagram pages promote the day-to-day activities at the Re-Useful Centre and forthcoming events.

2  
**ACTION 21 (2010)**  
**TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2023**

**Public benefit**

The trustees consider they have complied with their duty to have due regard to the guidance on public benefit, as published by the Charity Commission, in exercising their powers and duties.

**Financial review of 2022/2023 and future financial outlook**

The financial statements show that a surplus of £21k, was incurred in the year to 31 March 2023. This was in excess of expectations and resulted in an increase in the general reserves (unrestricted funds) to £131k.

Overall income from all sources in the year amounted to £181.9k, slightly below the previous year. Expenditure in the year at £160.8k was higher than in the previous year.

The Court Street leases have one year to run, expiring on 30 June 2024 and the landlord is not prepared at present to discuss an extension. There remains significant uncertainty over the future use of these sites due to potential nearby development activity and this continues to overshadow the operation. We continue to explore possible alternatives. This risk presents significant threats to the charity's ability to operate, even in the short term.

The terms of the lease and the level of the rent, including a backdated increase, for the premises housing the bike workshop remain under discussion with the landlord and this too represents a risk to the charity's ability to maintain this activity.

**Reserves policy**

Total reserves for the year amounted to £134,597 (including restricted funds of £3,538).

The Board of Trustees has adopted a policy that unrestricted funds should be held as reserves at a level that equates to a minimum of three months' unrestricted expenditure. This would enable the charity to continue to operate and/or to meet its obligations as regard its leases and redundancy payments, in the event that unrestricted income ceased to be received or was significantly reduced, whilst consideration was given as to how to respond to the new circumstances. The unrestricted reserves at 31 March 2023 equated to over 9 months of normal unrestricted expenditure.

**Members of the Board**

Members of the Board are trustees for the purpose of charity law; trustees who served during the year covered by this report are set out on page 1.

**Structure, governance and management**

Action 21 (2010) is a charitable company limited by guarantee and does not have a share capital. It was incorporated on 10 March 2010 and registered as a charity on 18 June 2010. Action 21 (2010) took over the assets and liabilities of its predecessor company, Action 21 (registered number 4150006), on 1 August 2010.

The governing document of Action 21 (2010) is its Memorandum and Articles of Association which were signed on 2 March 2010. The charity's trustees are also Directors of the Company. One third of the trustees retire by rotation at each Annual General Meeting. A retiring trustee is eligible for re-election.

The Board normally meets bi-monthly and is responsible for the strategic direction and policies of the charity. The General Manager attends all Board meetings and is responsible for running the charity. Individual Board members take on additional roles to support the General Manager in relation to finance, human resources, recycling and fund raising.

**3**  
**ACTION 21 (2010)**  
**TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2023**

**Trustee appointment, induction and training**

Individuals expressing an interest in becoming a trustee meet the General Manager and/or Chair and are then invited to attend a Board meeting before deciding whether to formally apply. The Board decides at its next meeting whether to co-opt the applicant, pending ratification at the next Annual General Meeting. Newly co-opted trustees are encouraged to visit the charity's premises to experience how the charity operates and to meet staff and volunteers. They are also given a

Trustees' Handbook, a copy of the last Annual Report and Financial Statements and copies of minutes of recent Board meetings.

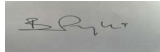
**Risk review**

During the year the Board again reviewed the major risks to which it is exposed and identified systems or procedures to manage those risks. The Board considers that insurance cover and reserves are adequate to ensure the continued operation or orderly closure of the charity in the event of the occurrence of any unexpected incident.

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

16 Jul 2023

Approved by the Board of Trustees on..... and signed on its behalf by:



Belinda Pyke (Jul 16, 2023, 8:38am)

Belinda Pyke Chair/Director/Trustee

4  
**ACTION 21 (2010)**  
**INDEPENDENT EXAMINERS REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2023**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023, which are set out on pages 6 to 11.

**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**

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:

4. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
5. the accounts do not accord with those records; or
6. 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
7. 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.

*W A Hubbard*

Wende Hubbard (Jul 17, 2023, 8:41am)

W Hubbard

17th July 2023

Date:

FCCA

BURGIS & BULLOCK  
Chartered Accountants  
23-25 Waterloo Place  
Leamington Spa  
CV32 5LA

**5**  
**ACTION 21 (2010)**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCLUDING SUMMARY INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>Income from:</b>					
Donations and legacies	4	-	-	-	19,078
Other trading activities	5	180,683	-	180,683	169,636
Investments	6	1,238	-	1,238	56
<b>Total</b>		<u>181,921</u>	<u>-</u>	<u>181,921</u>	<u>188,770</u>
<b>Expenditure on:</b>					
Raising funds	7	160,868	-	160,868	146,466
Charitable activities	8	-	-	-	1,553
<b>Total</b>		<u>160,868</u>	<u>-</u>	<u>160,868</u>	<u>148,019</u>
<b>Net income</b>		<b>21,053</b>	<b>-</b>	<b>21,053</b>	<b>40,751</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		110,006	3,538	113,544	72,793
<b>Total funds carried forward</b>		<u>131,059</u>	<u>3,538</u>	<u>134,597</u>	<u>113,544</u>

The notes on pages 8 to 11 form an integral part of these financial statements.

**6**  
**ACTION 21 (2010)**  
**BALANCE SHEET AT 31 MARCH 2023**

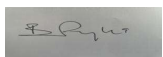
	Note	£	2023 £	£	2022 £
<b>TANGIBLE FIXED ASSETS</b>	<b>9</b>		-		-
<b>CURRENT ASSETS</b>					
Debtors	<b>10</b>	1,449		2,361	
Cash at bank and in hand	<b>11</b>	140,824		117,064	
		<u>142,273</u>		<u>119,425</u>	
<b>CREDITORS</b>					
Amounts falling due within one year	<b>12</b>	(7,676)		(5,881)	
<b>NET CURRENT ASSETS</b>			<u>134,597</u>		<u>113,544</u>
<b>NET ASSETS</b>			<u><b>134,597</b></u>		<u><b>113,544</b></u>
<b>FUNDS</b>					
Unrestricted funds			131,059		110,006
Restricted funds	<b>13</b>		<u>3,538</u>		<u>3,538</u>
			<u><b>134,597</b></u>		<u><b>113,544</b></u>

The charitable company is entitled to exemption from audit under section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

The financial statements were approved by the Trustees on 16 Jul 2023 .....and were signed on its behalf by:



Belinda Pyke (Jul 16, 2023, 8:38am)

Belinda Pyke, Chair/Director/Trustee



Paula Raducan (Jul 16, 2023, 7:34am)

Paula Raducan, Honorary Treasurer/Director/Trustee

7  
**ACTION 21 (2010)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

## **1. General information and basis of preparation**

Action 21 (2010) is a private company, limited by guarantee, registered in England and Wales. The address of the registered office is given in the charity information of these financial statements. The nature of the charity's operations and principal activities are to promote the protection and preservation of the environment for the public benefit by the promotion of waste reduction, re-use, reclamation, recycling, the use of recycled products and the use of surplus for the benefit of the inhabitants of the district of Warwick and its environs. To also advance the education and skills of the public in subjects related to sustainability in areas related to energy, food and transport.

The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling (£) which is the functional currency of the charity and rounded to the nearest pound.

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

### **Going concern**

The Court Street leases have one year to run, expiring on 30 June 2024 and the landlord is not prepared at present to discuss an extension.

They are entering in new discussions with the same landlord to secure alternative premises before the end of lease term. There is a reasonable expectation that the charity will continue to operate for the next 12 months even if alternative premises are not found.

Given that the charity currently has sufficient financial resources to continue its charitable activities for the foreseeable future and they do not anticipate any significant curtailment of operating activities in the next 12 months, the trustees are confident the financial statements should be prepared on the going concern basis of accounting.

## **2. Accounting policies**

### **Fund accounting**

Unrestricted funds are those available at the discretion of the trustees in furtherance of the charitable aims of the Charity.

Restricted funds are those available solely for the specific purposes of the donors.

### **Income recognition**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

Grants and legacies are accounted for when all the conditions for receipt have been met.

Income from trading activities represents sales generated by re-use operations.

Donated goods for resale are not included in valuation prior to being sold as it has been deemed impractical to measure the fair value of the goods and the cost of valuation would outweigh the benefit to the users of the accounts.

8  
**ACTION 21 (2010)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**2. Accounting policies -continued**

**Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It includes attributable VAT which cannot be recovered.

Expenditure has been attributed to raising funds and charitable activities as appropriate.

**Tangible fixed assets**

Assets costing more than £500 are capitalised at cost less accumulated depreciation and accumulated impairment losses. Costs includes costly directly attributable to making the asset capable of operating as intended.

Depreciation is provided at an annual rate of 20% (25% for the van) on a straight line basis in order to write the value of each asset off over its estimated useful life.

**Financial Instruments**

The charity has elected to apply the provision of Section 11 of FRS 102 "Basic Financial Instruments" to all its financial instruments. Financial instruments are recognised in charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

**Basic financial assets**

Basic financial assets include debtors, cash, and bank balances. Debtors, cash, and balances are measured at transaction price including transaction costs.

**Basic financial liabilities**

Basic financial liabilities are creditors and accruals which are measured at transaction price (cash or expected settlement amount).

**Operating leases**

Costs in respect of operating leases are charged in arriving at the operating surplus on a straight -line basis over the lease term.

**Pension scheme**

The charity operates a defined contribution pension scheme. Contributions payable in a year are included in expense in the Statement of Financial Activities.

<b>3. Net income</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Net income is stated after charging:		
Operating lease costs	29,929	28,823
Trustees remuneration and other benefits	-	-
Reporting accountants' fees and other services	2,833	4,020

<b>4. Donations and legacies</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2023</b>	<b>Total 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Donations	-	-	-	264
CJRS claimed	-	-	-	1,728
Government COVID Grants	-	-	-	4,586
Voluntary Sector grant fund	-	-	-	12,500
	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	-	19,078

The Coronavirus Job Retention Scheme (CJRS) was a government scheme set up to cover certain employment costs for employees who were unable to work due to COVID-19.

**9**  
**ACTION 21 (2010)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>5. Other trading activities</b>		
Re-Useful Centre sales	180,683	169,636
Other trading activities includes restricted income of £nil (2022: £1,553).	<hr/>	<hr/>
<b>6. Investments</b>		
Interest	1,238	56
	<hr/>	<hr/>
	<b>Total</b>	<b>Total</b>
	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>7. Raising funds</b>		
Staff costs	82,008	74,313
Training, recruitment and DBS costs	-	695
Volunteers expenses (travel, refresh, subsistence)	4,710	5,232
Electricity and water	6,905	3,935
Vehicle costs	1,264	2,620
Rent, rates and insurance	42,038	33,688
Telephone, office and marketing costs	1,563	850
Website, software and payroll costs	2,790	3,616
Reuse shop, bikes and other costs	5,721	5,839
Building maintenance and other premises costs	1,773	1,834
Independent examiners fee& other costs	2,833	4,020
Craft Club	882	1,080
Protective clothing	4,815	5,435
Credit Card and Bank Charges	3,444	3,229
Bad debts	-	80
AGM Costs	122	-
	<hr/>	<hr/>
	160,868	146,466
	<hr/>	<hr/>
<b>8. Charitable activities</b>		
Donations given	-	1,553
	<hr/>	<hr/>

**10**  
**ACTION 21 (2010)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

	<b>2023</b>	<b>2022</b>			
	<b>£</b>	<b>£</b>			
<b>9. Tangible fixed assets</b>					
<b>Cost</b>					
At 1 April 2022 and at 31 March 2023	<u>6,441</u>	<u>6,441</u>			
<b>Depreciation</b>					
At 1 April 2022	6,441	6,441			
Charge for the year	<u>-</u>	<u>-</u>			
At 31 March 2023	<u>6,441</u>	<u>6,441</u>			
<b>Net book value</b>					
At 31 March 2023	<u>-</u>	<u>-</u>			
<b>10. Debtors</b>					
Trade debtors	-	1,723			
Prepayments and accrued income	<u>1,449</u>	<u>638</u>			
	<u>1,449</u>	<u>2,361</u>			
<b>11. Cash at bank, in hand and in transit</b>					
Unity Trust Bank	140,704	116,944			
Cash in hand & in transit	120	120			
Other funds	<u>-</u>	<u>-</u>			
	<u>140,824</u>	<u>117,064</u>			
<b>12. Creditors falling due within one year</b>					
Trade creditors	-	-			
Social security and other taxes	1,830	2,153			
Accruals	<u>5,846</u>	<u>3,728</u>			
	<u>7,676</u>	<u>5,881</u>			
<b>13. Restricted Funds</b>					
	<b>Funds Brought Forward</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Funds Carried Forward</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Warwick University (RAWKUS) in 2019	<u>3,538</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,538</u>
<p>This funding was granted by Warwick University (RAWKUS) in 2019 to provide assistance to schools in the area during annual Green Week and/or similar initiatives.</p>					
<b>14. Analysis of net assets between funds</b>			<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>
			<b>£</b>	<b>£</b>	<b>£</b>
Tangible fixed assets			-	-	-
Net current assets			<u>131,059</u>	<u>3,538</u>	<u>134,597</u>
Fund balances			<u>131,059</u>	<u>3,538</u>	<u>134,597</u>
<b>15. Staff costs</b>			<b>2023</b>	<b>2022</b>	
			<b>£</b>	<b>£</b>	
Salaries			78,952	70,757	
Employer's national insurance costs			1,528	1,830	
Employer's pension contributions			<u>1,528</u>	<u>1,726</u>	
			<u>82,008</u>	<u>74,313</u>	

The average number of persons employed by the charity during the year was 4 (2022:4)  
No employee received emoluments of more than £60,000 (2022-none).

**11**  
**ACTION 21 (2010)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**16. Operating lease commitments**

Total future minimum lease payments under non-cancellable operating leases are as follows:

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Not later than one year	24,917	3,467
Later than one and not later than five years	5,775	30,800
	<u>30,692</u>	<u>34,267</u>

**17. Transactions with trustees**

There have been no material transactions with trustees and no expenses have been paid (2022-  
none).

**18. Related party transactions**

There were no material related party transactions during the period. (2022-none)

**ACTION 21 (2010)**

England & Wales - Charity number 1136450

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# Accounts

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**ACTION 21 (2010) Ltd**

**REPORT OF THE TRUSTEES AND DIRECTORS**

**FOR THE YEAR ENDED 31 MARCH 2022**

The Trustees present their report and the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the Charities Act 2011 and 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 published in October 2019.

### **Reference and administration information**

Charity name:	Action 21 (2010) Ltd
Also known as:	Action 21
Charity registration number:	1136450
Company registration number:	07185413
Registered office and Operational address:	Re-Useful Centre Unit 3 Milverton House Court Street Leamington Spa Warwickshire CV31 2BB

### **Directors/Trustees**

The following served as Directors/Trustees during the year ended 31 March 2022

Belinda Pyke	Chair
Margaret Begg	
John Armstrong	Resigned 25 July 2021
Chris Pollock	
Juliet Nickels	Appointed 25 July 2021
Paula Raducan (Honorary Treasurer)	
Roger Twiney	
Jennifer Worrall	

### **Company Secretary**

Paula Raducan

### **The following were members of staff on 31 March 2022**

Martin Smith	General Manager
Ashley Hopkins	Shop Manager
Daryl Davies	Shop Manager
Elizabeth Zeen	Craft Club Leader

### **Independent Examiner**

Burgis & Bullock, Chartered Accountants, 23-25, Waterloo Place, Royal Leamington Spa, Leamington Spa CV32 5LA

### **Bankers**

Unity Trust Bank plc. Nine Brindley Place, Birmingham. B1 2HB

**ACTION 21 (2010) Ltd****REPORT OF THE TRUSTEES AND DIRECTORS****FOR THE YEAR ENDED 31 MARCH 2022****Activities and charitable objects**

Action 21's vision is to reduce waste, promote reuse, increase knowledge and skills, and support its local communities in living more sustainably. Its formal charitable aims are to promote the protection and preservation of the environment for the public benefit by the promotion of waste reduction, re-use, reclamation, recycling, the use of recycled products and the use of surplus for the benefit of the inhabitants of the District of Warwick and its environs. To also advance the education and skills of the public in subjects related to sustainability, also in areas related to energy, food and transport.

The charity runs the Re-Useful Centre which has operated from 3 adjacent, leased units in Court Street, Leamington Spa since January 2015. Action 21 also leases a local railway arch, which accommodates a bike workshop.

The Re-Useful Centre receives donations of goods from the public that would otherwise go to waste (principally landfill) and enables the items to be purchased and re-used. During the year under review the facility has saved over 50 tonnes of donated items from landfill.

In order to increase re-use, the charity undertakes refurbishment of bicycles and some items of furniture to ensure items are of an adequate standard for sale. Hundreds of donated bikes are refurbished and sold each year, thereby providing a means of affordable sustainable transport for the local community.

Action 21 also tests electrical equipment for resale, allowing re-use of items that would otherwise be scrapped. Donated items which cannot be sold are broken down and sold for scrap, re-used, recycled or sold on to other companies for upcycling.

Action 21 intends to continue to run projects in the key theme areas of re-use, sustainable transport and education. The charity engages with a wide number of volunteers who deliver these activities. Some volunteers are drawn from vulnerable and disadvantaged groups who benefit from the vocational experience, training and social interaction.

- Action 21 runs a regular fortnightly group called 'Craft Club' at The Sydni Centre which is a "skill share" activity.
- The annual Leamington Peace Festival in July 2021 was cancelled and Action 21 did not run its stall which would normally sell a variety of items including; second hand goods, vintage clothing, renovated bicycles and up-cycled furniture.
- Action 21 promoted and took part in Eco Fest in September 2021. This annual event highlights the work of local environmental groups and sustainability charities.
- Action 21 supports a number of organisations by donating items from the Re-Useful Centre including; Operation Christmas Child (helping to fill shoe boxes for needy children in Romania and Ukraine, OWNBOOKS (a book recycling project to help young children without books at home), Vision Aid Overseas (an organisation recycling unwanted spectacles).
- Exceptionally, two days' income (£1553) was donated to the Ukraine relief effort.

**Volunteers**

Volunteers are an essential resource for Action 21. As well as participating in the operation of the Re-Useful Centre they provide valued support for the charity's other projects. Around 50 regular volunteers support the operation of the Re-Useful Centre together with Action 21's administrative, communications and marketing activities.

## ACTION 21 (2010) Ltd

### REPORT OF THE TRUSTEES AND DIRECTORS

#### FOR THE YEAR ENDED 31 MARCH 2022

### Marketing/Communications

The key aims of Action 21 are to maintain and expand public awareness of Action 21's projects and activities; to promote the Re-Useful Centre in order to increase donations and purchases; to promote volunteering opportunities in order to recruit new volunteers; and to publicise events in order to increase event attendance.

Action 21's website features volunteer profiles. Action 21's Facebook, Twitter and Instagram pages promote the day-to-day activities at the Re-Useful Centre and forthcoming events.

### Public benefit

The trustees consider they have complied with their duty to have due regard to the guidance on public benefit, as published by the Charity Commission, in exercising their powers and duties.

### Financial review of 2021/2022 and future financial outlook

The financial statements show that a surplus of £40,751 was incurred in the year to 31 March 2022. This was in excess of expectations and resulted in an increase in our general reserves (unrestricted funds) to £110,006.

Overall income from all sources in the year amounted to £188,770. The income from donations included a government grant via the local council. Expenditure in the year at £148,019.

The Court Street leases have two years to run, expiring on 30 June 2024. There remains significant uncertainty over the future use of these sites due to potential nearby development activity and this continues to overshadow the operation. We continue to explore possible alternatives.

Although the financial situation has recovered well after the Covid related closures, the experience of the 2020/21 financial year showed our vulnerability and highlighted the need to maintain adequate reserve levels.

Each of these risks present threats to the charity's ability to operate, even in the short term.

### Reserves policy

Total reserves for the year amounted to £113,544 (including restricted funds of £3,588) 2021: £72,793 (2021 : £3,588).

The Board of Trustees has adopted a policy that unrestricted funds should be held as reserves at a level that equates to a minimum of three months' unrestricted expenditure. This would enable the charity to continue to operate, if unrestricted income ceased to be received or was significantly reduced, whilst consideration was given as to how to respond to the new circumstances. It would allow the charity to meet redundancy and lease obligations should it cease operations. The unrestricted reserves at 31 March 2022 equated to **4.5** months of normal unrestricted expenditure.

### Members of the Board

Members of the Board are trustees for the purpose of charity law; trustees who served during the year covered by this report are set out on page 1.

**ACTION 21 (2010) Ltd****REPORT OF THE TRUSTEES AND DIRECTORS****FOR THE YEAR ENDED 31 MARCH 2022****Structure, governance and management**

Action 21 (2010) is a charitable company limited by guarantee and does not have a share capital. It was incorporated on 10 March 2010 and registered as a charity on 18 June 2010. Action 21 (2010) took over the assets and liabilities of its predecessor company, Action 21 (registered number 4150006), on 1 August 2010.

The governing document of Action 21 (2010) is its Memorandum and Articles of Association which were signed on 2 March 2010. The charity's trustees are also Directors of the Company. One third of the trustees retire by rotation at each Annual General Meeting. A retiring trustee is eligible for re-election.

The Board normally meets bi-monthly and is responsible for the strategic direction and policies of the charity. These meetings were held via Zoom during financial year covered by the report because of the Covid 19 risk. The General Manager attends all Board meetings and is responsible for running the charity. Individual Board members take on additional roles to support the General Manager in relation to finance, human resources, recycling and fund raising.

**Trustee appointment, induction and training**

Individuals expressing an interest in becoming a trustee meet the General Manager and/or Chair and are then invited to attend a Board meeting before deciding whether to formally apply. The Board decides at its next meeting whether to co-opt the applicant, pending ratification at the next Annual General Meeting. Newly co-opted trustees are encouraged to visit the charity's premises to experience how the charity operates and to meet staff and volunteers. They are also given a copy of the last Annual Report and Financial Statements and copies of minutes of recent Board meetings. During the financial year covered by this report, Rachel Barnett was co-opted.

**Risk review**

During the year the Board again reviewed the major risks to which it is exposed and identified systems or procedures to manage those risks. The Board considers that insurance cover and reserves are adequate to ensure the continued operation or orderly closure of the charity in the event of the occurrence of any unexpected incident.

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

Approved by the Board of Trustees on 12 July 2022 and signed on its behalf by:



Belinda Pyke (Jul 12, 2022, 8:13pm)

Belinda Pyke

Chair/Director/Trustee

**ACTION 21 (2010) Ltd****INDEPENDENT EXAMINERS REPORT FOR THE YEAR ENDED 31 MARCH 2022**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022 which are set out on pages 6 to 11.

**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**

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:

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- 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
- 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.

*W A Hubbard*

Wende Hubbard (Jul 12, 2022, 10:08pm)  
W Hubbard

Date: 12 Jul 2022

FCCA

BURGIS & BULLOCK  
Chartered Accountants  
23-25 Waterloo Place  
Leamington Spa  
CV32 5LA

## ACTION 21 (2010) Ltd

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCLUDING SUMMARY INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<b>Income from:</b>					
Donations and legacies	4	19,078	-	19,078	-
Charitable activities	5	-	-	-	17,515
Other trading activities	6	168,083	1,553	169,636	114,197
Investments	7	<u>56</u>	<u>-</u>	<u>56</u>	<u>65</u>
<b>Total</b>		<b><u>187,217</u></b>	<b><u>1,553</u></b>	<b><u>188,770</u></b>	<b><u>131,777</u></b>
<b>Expenditure on:</b>					
Raising funds	8	146,466	-	146,466	142,469
Charitable activities	9	<u>-</u>	<u>1,553</u>	<u>1,553</u>	<u>500</u>
<b>Total</b>		<b><u>146,466</u></b>	<b><u>1,553</u></b>	<b><u>148,019</u></b>	<b><u>142,969</u></b>
<b>Net income/(expenditure)</b>		<b>40,751</b>	<b>-</b>	<b>40,751</b>	<b>(11,192)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>69,255</u>	<u>3,538</u>	<u>72,793</u>	<u>83,985</u>
<b>Total funds carried forward</b>		<b><u>110,006</u></b>	<b><u>3,538</u></b>	<b><u>113,544</u></b>	<b><u>72,793</u></b>

The notes on pages 8 to 12 form an integral part of these financial statements.

## ACTION 21 (2010) Ltd

BALANCE SHEET AT  
31 MARCH 2022

	Note	£	2022 £	£	2021 £
<b>TANGIBLE FIXED ASSETS</b>	<b>10</b>				
<b>CURRENT ASSETS</b>					
Debtors	<b>11</b>	2,361		2,081	
Cash at bank and in hand	<b>12</b>	<u>117,064</u>		<u>79,952</u>	
		119,425		82,033	
<b>CREDITORS</b>					
Amounts falling due within one year	<b>13</b>	<u>(5,881)</u>		<u>(9,240)</u>	
<b>NET CURRENT ASSETS</b>		113,544			<u>72,793</u>
<b>NET ASSETS</b>		<u>113,544</u>			<u>72,793</u>
<b>FUNDS</b>					
Unrestricted funds		110,006			69,255
Restricted funds	<b>14</b>	<u>3,538</u>			<u>3,538</u>
		<u>113,544</u>			<u>72,793</u>

The charitable company is entitled to exemption from audit under section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

The financial statements were approved by the Trustees on 12 July 2022 and were signed on its behalf by:



Belinda Pyke (Jul 12, 2022, 8:13pm)  
Belinda Pyke, Chair/Director/Trustee



Paula Raducan (Jul 12, 2022, 8:12pm)  
Paula Raducan, Honorary Treasurer/Director/Trustee

**ACTION 21 (2010) Ltd****NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022****1. General information and basis of preparation**

Action 21 (2010) is a private company, limited by guarantee, registered in England and Wales. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are to promote the protection and preservation of the environment for the public benefit by the promotion of waste reduction, re-use, reclamation, recycling, the use of recycled products and the use of surplus for the benefit of the inhabitants of the district of Warwick and its environs. To also advance the education and skills of the public in subjects related to sustainability in areas related to energy, food and transport.

The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling (£) which is the functional currency of the charity and rounded to the nearest pound.

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

**2. Accounting policies****Fund accounting**

Unrestricted funds are those available at the discretion of the trustees in furtherance of the charitable aims of the Charity.

Restricted funds are those available solely for the specific purposes of the donors.

**Income recognition**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

Grants and legacies are accounted for when all the conditions for receipt have been met.

Income from trading activities represents sales generated by re-use operations.

**Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It includes attributable VAT which cannot be recovered.

Expenditure has been attributed to raising funds and charitable activities as appropriate.

**Tangible fixed assets**

Assets costing more than £500 are capitalised at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided at an annual rate of 20% (25% for the van) on a straight line basis in order to write the value of each asset off over its estimated useful life.

**Financial Instruments**

The charity has elected to apply the provisions of Section 11 of FRS 102 'Basic Financial instruments' to all of its financial instruments. Financial instruments are recognised in charity's balance sheet when The charity becomes party to the contractual provisions of the instrument.

## ACTION 21 (2010) Ltd

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**2. Accounting policies - continued****Basic financial assets**

Basic financial assets include debtors, cash and bank balances. Debtors, cash and bank balances are measured at transaction price including transaction costs.

**Basic financial liabilities**

Basic financial liabilities are creditors and accruals which are measured at transaction price (cash or expected settlement amount).

**Operating leases**

Costs in respect of operating leases are charged in arriving at the operating surplus on a straight-line basis over the lease term.

**Pension Scheme**

The charity operates a defined contribution pension scheme. Contributions payable in a year are included in expense in the Statement of Financial Activities.

<b>3. Net income</b>	<b>2022</b>	<b>2021</b>
	£	£
Net income is stated after charging:		
Operating lease costs	28,823	31,078
Trustees remuneration and other benefits	-	-
Independent examiners fee	4,020	3,090

<b>4. Donations and legacies</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2022</b>	<b>Total 2021</b>
	£	£	£	£
Donations	264	-	264	-
CJRS claimed	1,728	-	1,728	-
Government COVID grants	4,586	-	4,586	-
Voluntary Sector grant fund	<u>12,500</u>	<u>-</u>	<u>12,500</u>	<u>-</u>
	<u>19,078</u>	<u>-</u>	<u>19,078</u>	<u>-</u>

The Coronavirus Job Retention Scheme (CJRS) is a government scheme set up to cover certain employment costs for employees who have been unable to work due to COVID-19.

<b>5. Charitable activities</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2022</b>	<b>Total 2021</b>
	£	£	£	£
Grants received	<u>-</u>	<u>-</u>	<u>-</u>	<u>17,515</u>

<b>6. Other trading activities</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2022</b>	<b>Total 2021</b>
	£	£	£	£
Re-Useful Centre sales	168,083	1,553	169,636	60,102
Emporium sales	-	-	-	2,367
Governments grant	-	-	-	<u>51,728</u>
	<u>168,083</u>	<u>1,553</u>	<u>169,636</u>	<u>114,197</u>

<b>7. Investments</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2022</b>	<b>Total 2021</b>
	£	£	£	£
Interest	<u>56</u>	<u>-</u>	<u>56</u>	<u>65</u>

## ACTION 21 (2010) Ltd

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

<b>8. Raising funds</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	<b>Total Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Staff costs	74,313	-	74,313	70,971
Training, recruitment, and DBS costs	695	-	695	-
Volunteers' expenses	5,232	-	5,232	2,378
Electricity and water	3,935	-	3,935	5,689
Vehicle costs	2,620	-	2,620	2,648
Rent, rates, and insurance	33,688	-	33,688	35,553
Telephone, office and marketing costs	850	-	850	2,236
Website, software and payroll costs	3,616	-	3,616	4,416
Reuse shop, bikes and other costs	5,839	-	5,839	6,840
Building maintenance and other premises	1,834	-	1,834	4,403
Independent examiners fee & other costs	4,020	-	4,020	3,090
Legal & other professional costs	-	-	-	13
Craft Club	1,080	-	1,080	-
Protective clothing	5,435	-	5,435	4,232
Credit Card and Bank Charges	3,229	-	3,229	-
Bad debts	<u>80</u>	<u>-</u>	<u>80</u>	<u>-</u>
	<u>146,466</u>	<u>-</u>	<u>146,466</u>	<u>142,469</u>
<b>9. Charitable activities</b>				
Donations given	-	<u>1,553</u>	<u>1,553</u>	<u>500</u>

## ACTION 21 (2010) Ltd

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022

<b>10. Tangible fixed assets</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Cost</b>		
At 1 April 2021 and at 31 March 2022	<u>6,441</u>	<u>6,441</u>
<b>Depreciation</b>		
At 1 April 2021	6,441	6,441
Charge for the year	<u>-</u>	<u>-</u>
At 31 March 2022	<u>6,441</u>	<u>6,441</u>
<b>Net book value</b>		
At 31 March 2022	<u>-</u>	<u>-</u>
<b>11. Debtors</b>		
Trade debtors	1,723	240
Prepayments and accrued income	<u>638</u>	<u>1,841</u>
	<u>2,361</u>	<u>2,081</u>
<b>12. Cash at bank, in hand and in transit</b>		
Unity Trust Bank	116,944	79,424
Cash in hand & in transit	120	120
Other funds	<u>-</u>	<u>408</u>
	<u>117,064</u>	<u>79,952</u>
<b>13. Creditors falling due within one year</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade creditors	-	549
Social security and other taxes	2,153	783
Accruals	<u>3,728</u>	<u>7,908</u>
	<u>5,851</u>	<u>9,240</u>

## ACTION 21 (2010) Ltd

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

<b>14. Restricted Funds</b>	<b>Funds Brought Forward</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Funds Carried Forward</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Warwick University (RAWKUS) in 2019	3,538	-	-	-	3,538
Ukraine appeal	-	<u>1,553</u>	<u>(1,553)</u>	-	-
	<u>3,538</u>	<u>1,553</u>	<u>(1,553)</u>	<u>-</u>	<u>3,538</u>

<b>15. Analysis of net assets between funds</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Tangible fixed assets	-	-	-
Net current assets	<u>110,006</u>	<u>3,538</u>	<u>114,544</u>
Fund balances	<u>110,006</u>	<u>3,538</u>	<u>114,544</u>

<b>16. Staff costs</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Salaries	70,757	68,855
Employer's national insurance costs	1,830	1,010
Employer's pension contributions	<u>1,726</u>	<u>1,106</u>
	<u>74,313</u>	<u>70,971</u>

The average number of persons employed by the charity during the year was 4 (2021: 4).  
No employee received emoluments of more than £60,000 (2021 – none).

**17. Operating lease commitments**

Total future minimum lease payments under non-cancellable operating leases are as follows:

	<b>2022</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Not later than one year	3,467	11,509
Later than one and not later than five years	<u>30,800</u>	-
	<u>34,267</u>	<u>11,509</u>

**18. Purpose of restricted funds**

This funding was granted by Warwick University (RAWKUS) in 2019 to provide assistance to schools in the area during annual Green Week and/or similar initiatives. During the year the charity donated £1,553 to the Ukraine DEC appeal.

**19. Transactions with trustees**

There have been no material transactions with trustees and no expenses have been paid (2021 – none).

**20. Related party transactions**

There were no material related party transactions during the period (2021 – none).



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### Parties involved with this document

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Tue, 12th Jul 2022 22:08:55 BST	Wende Hubbard - Signer (8fc7d48fd4ccae509ef6cf845cfe6495)

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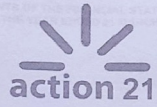
**ACTION 21 (2010)**

England & Wales - Charity number 1136450

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# Accounts

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ACTION 21 (2010)

(Company limited by guarantee and not having a share capital)

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2021

CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021

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Report of the Directors and Trustees	1 to 5
Report of the Independent Examiner	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 11

The following information is provided for the year ended 31 March 2021:

Income Statement  
Total Income: £10,000  
Total Expenditure: £8,000  
Total Income Statement: £2,000

Balance Sheet  
Assets: £10,000  
Liabilities: £8,000  
Net Assets: £2,000

The following were members of staff on 31 March 2021:  
John Smith - General Manager  
Jane Doe - Cashier  
David Green - Cashier

Independent Examiner  
Messrs LLP, Chartered Accountants, One Bankers Quay, 100 Bankers Quay, London, EC2A 4PU

Company Secretary  
Mrs. Jane Doe, 100 Bankers Quay, London, EC2A 4PU

**REPORT OF THE DIRECTORS AND TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021**

The Trustees present their report and the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the Charities Act 2011 and 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 published in October 2019.

**Reference and administration information**

Charity name: Action 21 (2010)  
 Also known as: Action 21  
 Charity registration number: 1136450  
 Company registration number: 07185413  
 Registered office and Operational address: Re-Useful Centre  
 Unit 3 Milverton House  
 Court Street  
 Leamington Spa  
 Warwickshire  
 CV31 2BB

**Directors/Trustees**

The following served as Directors/Trustees during the year ended 31 March 2021

John Armstrong	resigned 25.7.21
Margaret Begg	
Mike Cronin	resigned 16.7.20
Chris Pollock	
Belinda Pyke	Chair
Julia Nikals	appointed 25.7.21
Paula Raducan	appointed 16.7.20
Roger Twiney	
Jennifer Worrall	

**Company Secretary**

Mike Cronin	resigned 16.7.20
Paula Raducan	appointed 16.7.20

**The following were members of staff on 31 March 2021**

Martin Smith	General Manager
Ashley Hopkins	Shop Manager
Daryl Davies	Shop Manager
Elizabeth Zeen	Craft Club Leader

**Independent Examiner**

Dafferns LLP, Chartered Accountants, One Eastwood, Harry Weston Road, Binley Business Park, Coventry, CV3 2UB.

**Bankers**

Unity Trust Bank plc, Nine Brindley Place, Birmingham, B1 2HB.

REPORT OF THE DIRECTORS AND TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021**Activities and charitable objects**

Action 21's vision is to reduce waste, promote reuse, increase knowledge and skills, and support its local communities in living more sustainably. Its formal charitable aims are to promote the protection and preservation of the environment for the public benefit by the promotion of waste reduction, re-use, reclamation, recycling, the use of recycled products and the use of surplus for the benefit of the inhabitants of the District of Warwick and its environs. To also advance the education and skills of the public in subjects related to sustainability in areas related to energy, food and transport.

The charity runs the Re-Useful Centre which has operated from 3 adjacent, leased units in Court Street, Leamington Spa since January 2015, and Emporium, a retail outlet operating from a leased property in High Street, Leamington Spa since June 2016, which incorporates a vintage shop and furniture restoration workshop. Emporium was closed down on 31 August 2020 due to loss of income during the COVID19 crisis. Action 21 also leases 2 local railway arches, which accommodate a bike workshop and store. One of the railway arches (Arch 6) was also closed on 31 August 2020 due to the same reason.

The Re-Useful Centre receives donations of goods from the public that would otherwise go to waste (principally landfill) and enables the items to be purchased and re-used. During the year under review the facility has saved over 40 tonnes of donated items from landfill.

In order to increase re-use, the charity undertakes refurbishment of bicycles and some items of furniture to ensure items are of an adequate standard for sale. Hundreds of donated bikes are refurbished and sold each year, thereby providing a means of affordable sustainable transport for the local community. The charity's Dr Bike service provides free bike MOTs at public events, in order to further promote cycling as a form of sustainable transport.

Action 21 also tests electrical equipment for resale, allowing re-use of items that would otherwise be scrapped. Donated items which cannot be sold are broken down and sold for scrap, re-used, recycled or sold on to other companies for upcycling.

Action 21 intends to continue to run projects in the key theme areas of re-use, sustainable transport and education. The charity engages with a wide number of volunteers who deliver these activities. Some volunteers are drawn from vulnerable and disadvantaged groups who benefit from the vocational experience, training and social interaction.

On Tuesday 17 March 2020 the Re-Useful Centre and Emporium were closed to the COVID19 Coronavirus crisis and re-opened when the Government lifted the first lock-down. A further two lockdowns took place throughout 2020-2021 and the Re-Useful Centre traded for just 19 weeks.

- During the crisis Action 21 received a grant from Cycling UK which enabled them to offer free bikes to a number of NHS key workers.
- Also Action 21 donated useful items such as books, games and jig-saw puzzles to good causes during the lock-down.
- Action 21 donated money for a composting toilet to a local CSA Canalside Community Food.
- Dobson Lane Community Allotments were continued to receive administrative support from Action 21 during the year. The allotments were developed by the charity in 2010 and are now financially independent and run by the Allotments Association, encouraging organic growing methods and promoting locally grown fruit and vegetables.

**REPORT OF THE DIRECTORS AND TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021**

Due to the restrictions from the COVID19 pandemic it was necessary for Action 21 to cancel a number of other projects during 2020-2021, including:

- The regular fortnightly group called 'Craft Club' and run in partnership with Leamington Art Gallery and Museum which is a "skill share" activity.
- Action 21's stall at the annual Leamington Peace Festival which would normally sell a variety of items including second hand goods, vintage clothing, renovated bicycles and up-cycled furniture in July.

**Volunteers**

Volunteers are an essential resource for Action 21. As well as participating in the operation of the Re-Useful Centre and Emporium, they provide valued support for the charity's other projects.

Around 50 regular volunteers support the operation of the Re-Useful Centre and Emporium together with Action 21's administrative, communications and marketing activities.

**Marketing/Communications**

The key aims of Action 21 are to maintain and expand public awareness of Action 21's projects and activities; to promote the Re-Useful Centre in order to increase donations and purchases; to promote volunteering opportunities in order to recruit new volunteers; and to publicise events in order to increase event attendance.

Action 21's website features volunteer profiles. Action 21's Facebook pages promote the day-to-day activities at the Re-Useful Centre and forthcoming events.

**Public benefit**

The trustees consider they have complied with their duty to have due regard to the guidance on public benefit, as published by the Charity Commission, in exercising their powers and duties.

**Financial review of 2020/2021 and future financial outlook**

The financial statements show that a deficit of £11.2k, was incurred in the year to 31 March 2021. Although we anticipated a deficit, this was in excess of expectations and resulted in a reduction in our general reserves (unrestricted funds) to £69.3k.

Overall income from all sources in the year amounted to £131.7k, slightly reduced from last year. Trading activities for the year also remained static compounded by the loss of income during the year due to the Coronavirus lockdown measures. The income from charitable donations remained similar to last year largely due to our benefiting from a donation from Heart of England of £3.5k. Expenditure in the year at £142.9k was less than previous year.

The business was closed down three times as a result of the government imposed lockdown measures associated with the Coronavirus pandemic. Whilst we availed ourselves of government financial support schemes and placed our staff on furlough, this obviously presented a major risk to the continuation of operations. Nevertheless, following detailed planning for a safe re-opening, income was restored once the restrictions were lifted.

The renewed Court Street leases now have three years to run, expiring on 30 June 2024. There remains significant uncertainty over the future use of these sites due to potential nearby development activity and this continues to overshadow the operation. We continue to explore possible alternatives.

Despite incurring a deficit in the year under review, the level of general reserves, under normal operational circumstances, would still be at a reasonable level. The temporary cessation of business since mid-March 2020 has, even with government financial support, depleted our reserves to a level where the continuation of operations beyond 2021 remains under some uncertainty.

**REPORT OF THE DIRECTORS AND TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021**

Each of these risks present significant threats to the charity's ability to operate, even in the short term

**Reserves policy**

The Board of Trustees has adopted a policy that unrestricted funds should be held as reserves at a level that equates to a minimum of three months' unrestricted expenditure. This would enable the charity to continue to operate, in the event that unrestricted income ceased to be received or was significantly reduced, whilst consideration was given as to how to respond to the new circumstances. The unrestricted reserves at 31 March 2021 equated to 4.5 months of normal unrestricted expenditure.

**Members of the Board**

Members of the Board are trustees for the purpose of charity law; trustees who served during the year covered by this report are set out on page 1.

**Structure, governance and management**

Action 21 (2010) is a charitable company limited by guarantee and does not have a share capital. It was incorporated on 10 March 2010 and registered as a charity on 18 June 2010. Action 21 (2010) took over the assets and liabilities of its predecessor company, Action 21 (registered number 4150006), on 1 August 2010.

The governing document of Action 21 (2010) is its Memorandum and Articles of Association which were signed on 2 March 2010. The charity's trustees are also Directors of the Company. One third of the trustees retire by rotation at each Annual General Meeting. A retiring trustee is eligible for re-election.

The Board normally meets bi-monthly and is responsible for the strategic direction and policies of the charity. The General Manager attends all Board meetings and is responsible for running the charity. Individual Board members take on additional roles to support the General Manager in relation to finance, human resources, recycling and fund raising.

**Trustee appointment, induction and training**

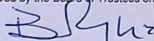
Individuals expressing an interest in becoming a trustee meet the General Manager and/or Chair and are then invited to attend a Board meeting before deciding whether to formally apply. The Board decides at its next meeting whether to co-opt the applicant, pending ratification at the next Annual General Meeting. Newly co-opted trustees are encouraged to visit the charity's premises to experience how the charity operates and to meet staff and volunteers. They are also given a copy of the last Annual Report and Financial Statements and copies of minutes of recent Board meetings.

**Risk review**

During the year the Board again reviewed the major risks to which it is exposed and identified systems or procedures to manage those risks. The Board considers that insurance cover and reserves are adequate to ensure the continued operation or orderly closure of the charity in the event of the occurrence of any unexpected incident.

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

Approved by the Board of Trustees on 25 July 2021 and signed on its behalf by:



Belinda Pyke Chair/Director/Trustee

**INDEPENDENT EXAMINERS REPORT  
TO THE TRUSTEES OF ACTION 21 (2010)**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021, which are set out on pages 7 to 12.

**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).

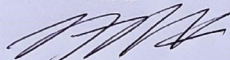
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the 2011 Act). 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**

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 386 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.



Martin Gibbs FCCA  
For and on behalf of Dafferns LLP  
Chartered Accountants,  
One Eastwood  
Harry Weston Road  
Binley Business Park,  
Coventry, CV3 2UE.

13 September 2021

STATEMENT OF FINANCIAL ACTIVITIES  
(INCLUDING SUMMARY INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<b>Income from:</b>					
Donations	4	-	-	-	1,300
Charitable activities	5	17,515	-	17,515	10,704
Other trading activities	6	114,197	-	114,197	179,236
Investments	7	65	-	65	518
<b>Total</b>		<u>131,777</u>	<u>-</u>	<u>131,777</u>	<u>191,858</u>
<b>Expenditure on:</b>					
Raising funds					
Charitable activities	8	142,469	-	142,469	213,724
<b>Total</b>	9	<u>500</u>	<u>-</u>	<u>500</u>	<u>2,597</u>
<b>Net Income(expenditure)</b>		<u>(11,192)</u>	<u>-</u>	<u>(11,192)</u>	<u>(24,763)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		80,447	3,538	83,985	108,748
<b>Total funds carried forward</b>		<u>69,255</u>	<u>3,538</u>	<u>72,793</u>	<u>83,995</u>

The notes on pages 8 to 11 form an integral part of these financial statements.

BALANCE SHEET AT 31 MARCH 2021  
(REGISTERED NUMBER: 07185413)

	Note	2021	2020
		£	£
<b>TANGIBLE FIXED ASSETS</b>	10	-	-
<b>CURRENT ASSETS</b>			
Debtors			8,947
Cash at bank and in hand	11	2,081	8,947
	12	<u>79,952</u>	<u>83,549</u>
<b>CREDITORS</b>			
Amounts falling due within one year	13	<u>82,033</u>	<u>92,496</u>
		<u>(9,240)</u>	<u>(8,511)</u>
<b>NET CURRENT ASSETS</b>		<u>72,793</u>	<u>83,985</u>
<b>NET ASSETS</b>		<u>72,793</u>	<u>83,985</u>
<b>FUNDS</b>			
Unrestricted funds			
Restricted funds	14	69,255	80,447
		<u>3,538</u>	<u>3,538</u>
		<u>72,793</u>	<u>83,985</u>

The charitable company is entitled to exemption from audit under section 477 of the Companies Act 2006 for the year ended 31 March 2021.

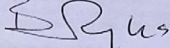
The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

These financial statements have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS 102 SORP.

The financial statements were approved by the Board of Trustees on 25 July 2021 and were signed on its behalf by:

Belinda Pyke, Chair/Director/Trustee



Paula Raducan, Honorary Treasurer/Director/Trustee



The notes on pages 8 to 11 form an integral part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021

**1. General information and basis of preparation**

Action 21 (2010) is a private company, limited by guarantee, registered in England and Wales. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are to promote the protection and preservation of the environment for the public benefit by the promotion of waste reduction, the use of recycled products and the use of surplus for the benefit of the inhabitants of the district of Warwick and its environs. To also advance the education and skills of the public in subjects related to sustainability in areas related to energy, food and transport.

The charity constitutes a public benefit entity as defined by FRS 102. 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) issued in October 2019, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006, and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling (£) which is the functional currency of the charity and rounded to the nearest pound. The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling (£) which is the functional currency of the charity and rounded to the nearest pound.

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

**2. Accounting policies**

**Fund accounting**

Unrestricted funds are those available at the discretion of the trustees in furtherance of the charitable aims of the Charity.

Restricted funds are those available solely for the specific purposes of the donors.

**Income recognition**

All incoming resources are included in the Statement of Financial Activities (SCFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

Grants are included in full when receivable.  
Income from trading activities represents sales generated by re-use operations.

**Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It includes attributable VAT which cannot be recovered.

Expenditure has been attributed to raising funds and charitable activities as appropriate.

**Tangible fixed assets**

Assets costing more than £500 are capitalised.  
Depreciation is provided at an annual rate of 20% (25% for the van) on a straight line basis in order to write the value of each asset off over its estimated useful life.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021

**Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**Operating leases**

Costs in respect of operating leases are charged in arriving at the operating surplus on a straight line basis over the lease term.

	2021	2020
	£	£
<b>3. Net income</b>		
Net income is stated after charging:		
Depreciation of tangible fixed assets	-	-
Operating lease costs	31,078	55,722
Trustees remuneration and other benefits	-	-
Reporting accountants' fees and other services	3,090	2,010
	<u>3,090</u>	<u>2,010</u>
	Unrestricted Funds	Restricted Funds
	£	£
	Total	Total
	2021	2020
	£	£
<b>4. Donations</b>		
Donations	-	1,200
<b>5. Charitable activities</b>		
Grants received	17,515	10,704
<b>6. Other trading activities</b>		
Re-Usful Centre sales	80,102	148,344
Emporium sales	2,367	30,892
Government grants	-51,728	-
	<u>114,197</u>	<u>179,236</u>
<b>7. Investments</b>		
Interest	65	318
<b>8. Raising funds</b>		
Staff costs	70,971	111,593
Training, recruitment and DBS costs	-	699
Volunteers expenses	2,378	4,563
Electricity and water	5,689	7,980
Vehicle costs	2,648	2,207
Rent, rates and insurance	35,553	60,808
Telephone, office and marketing costs	2,236	4,090
Website, software and payroll costs	4,415	2,715
Reuse shop, bikes and other costs	6,840	9,644
Building maintenance and other premises costs	4,403	5,299
Protective clothing costs	4,232	432
Accounting & filing costs	3,090	2,010
Legal & other professional costs	13	1,513
AGM costs	-	70
	<u>142,469</u>	<u>213,724</u>
<b>9. Charitable activities</b>		
Events costs	-	1,397
Donations given	500	1,200
	<u>500</u>	<u>2,597</u>

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021

	2021	2020			
	£	£			
<b>10. Tangible fixed assets</b>					
<b>Cost</b>					
At 1 April 2020 and at 31 March 2021	6,441	6,441			
<b>Depreciation</b>					
At 1 April 2020	6,441	6,441			
Charge for the year	-	-			
At 31 March 2021	6,441	6,441			
<b>Net book value</b>					
At 31 March 2021	-	-			
<b>11. Debtors</b>					
Trade debtors	240	567			
Prepayments and accrued income	1,841	2,350			
Railway Arches & Emporium deposits	-	6,030			
	<u>2,081</u>	<u>8,947</u>			
<b>12. Cash at bank, in hand and in transit</b>					
Unity Trust Bank	79,424	82,576			
Cash in hand & in transit	120	741			
Other funds	408	232			
	<u>79,952</u>	<u>83,549</u>			
<b>13. Creditors falling due within one year</b>					
Trade creditors	549	2,339			
Social security and other taxes	783	2,214			
Accruals	7,908	3,958			
	<u>9,240</u>	<u>8,511</u>			
<b>14. Restricted Funds</b>					
	<b>Funds Brought Forward</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Funds Carried Forward</b>
	£	£	£	£	£
RAWKUS(Warwick Uni) Donation	3,538	-	-	-	3,538
	<u>3,538</u>	-	-	-	<u>3,538</u>
<b>15. Analysis of net assets between funds</b>					
		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	
		£	£	£	
Tangible fixed assets		-	-	-	
Net current assets		69,255	3,538	72,793	
Fund balances		<u>69,255</u>	<u>3,538</u>	<u>72,793</u>	
<b>16. Staff costs</b>			<b>2021</b>	<b>2020</b>	
			£	£	
Salaries			68,855	104,435	
Employer's national insurance costs			1,010	5,052	
Employer's pension contributions			1,106	2,066	
			<u>70,971</u>	<u>111,553</u>	

The average number of persons employed by the charity during the year was 4 (2020: 5)  
No employee received emoluments of more than £60,000.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021

## 17. Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2021	2020
	£	£
Not later than one year	11,509	34,437
Later than one and not later than five years	<u>-</u>	<u>-</u>
	<u>11,509</u>	<u>34,437</u>

## 18. Purpose of restricted funds

This funding was granted by Warwick University (RAWKUS) in 2020/20 to provide assistance to schools in the area during annual Green Week and/or similar initiatives.

## 19. Transactions with trustees

There have been no material transactions with trustees and no expenses have been paid.

## 20. Related party transactions

There were no material related party transactions during the period.