



TRANSITION TOWN
TOTNES

Transition Town Totnes Ltd
Registered Charity Number 1138865
Company Number 06287039

Trustees' Report and Financial Statements

For the year ended 31 August 2021

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Legal and Administrative Information

(The information below forms part of the Trustees' Report)

Status	Transition Town Totnes Ltd is a charity registered with the Charities Commission of England and Wales
Trustees	Charles Harrington Mary Coughlan-Clarke Nick Roberts Barbara Greenway
Co-ordinators	Jenny Gellatly (left in year; freelance assistance subsequently) Guy Erlacher-Downing appointed after the year-end (September 2021)
Charity number	1138865
Company number	06287039
Registered office and principal address	The Mansion 36A Fore Street Totnes Devon TQ9 5RP
Web address	www.transitiontowntotnes.org
Independent Examiner	Paul Beard ACA FCCA Darnells Chartered Accountants 30 Fore Street Totnes Devon TQ9 5RP
Bankers	The Co-operative Bank PO Box 250 Skelmersdale WN8 6WT

Transition Town Totnes Limited

Trustees' Report

The Trustees present their report and financial statements for the year ended 31 August 2021.

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 Charities Act 2011, the Companies Act 2006 and the Statement of Recommended Practice for Charities applying FRS 102.

Structure, governance and management

Transition Town Totnes Ltd (TTT) is a company limited by guarantee governed by its Memorandum and Articles of Association and was incorporated on 20 June 2007. It became registered as a charity with the Charity Commission on 8 November 2010. The liability of the Members is limited. In the event of the Company being wound up every Member of the Company undertakes to contribute such amount as may be required (not exceeding £10) to the Company's assets.

The Board of Trustees

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

Charles Harrington

Mary Coughlan-Clarke

Nick Roberts

Barbara Greenway

Recruitment and Appointment of Trustees

The Trustees are either elected at an AGM, or can be co-opted by the Board during the year if the Board thereby gains a needed skill or expertise.

Trustee induction and training

New trustees are given a copy of the Memorandum and Articles of Association, and the latest accounts and are explained their role by a current member of the Board. Continuing trustees are advised of updates as they arise.

Organisational Structure

TTT Board of Trustees The Role of Trustees is:-

- To agree an annual budget and ensure that legal, financial, HR and other requirements are met, in particular to maintain accounting records, and to produce annual accounts and an annual report.
- To regularly review the governing document and the charity's activities, and ensure that the charity operates within its remit and objectives
- To consider the future sustainability of the organisation – balancing what is needed now with what will be needed in the future, actively considering options relating to diversification and income generation, ensuring that funding strategies comply with good practice and ethical considerations.
- To ensure that the funding/financing strategy is implemented effectively

The trustees meet on a regular basis. The TTT co-ordinator attends all meetings to support and inform the work of the trustees.

TTT Core Group At the heart of the organisation is the Core Group which meets monthly and comprises of a representative from each theme and project group as well as TTT support staff and a member of the board of Trustees. The purpose of this group is to:

- contribute to the planning, development and promotion of TTT alongside the staff group and trustees.
- share information, action plans and ideas across theme groups.
- support all participants, including all volunteers and paid staff.
- provide a forum for effective communication across TTT.

Theme Groups focus on a particular area and put on events, hold regular planning and discussion meetings. Theme groups also act as initiating and coordinating groups for related projects, where the practical 'hands on' work of Transition takes place.

Projects may range from a one off event or gathering, to a group that then forms its own incorporated organisation, raising funds or trading, which continue to meet at the appropriate theme group meeting to share ideas and develop further.

Theme groups and projects (which are not independently constituted) are self-determining and self-organising within the legal structures and responsibilities of the organisation but are asked to ensure the following:

- A representative attends Core group.
- It has a minimum of 3 active members.
- It updates the website on the group's activity.
- It has been endorsed by the Core Group.

TTT Office. TTT Office is a team of people which supports the activities of the theme groups and their associated projects. This is structured to include our part time co-ordinator; our part-time office manager / project support officer; our part-time communications officer; and our part-time finance officer. The office is at The Mansion, Fore Street and incorporates a meeting place, providing a point of contact, the website, a monthly bulletin, coordination of a quarterly programme of events and event support, and undertakes other tasks as necessary to support the work of the organisation. This office was closed by the landlord in the first part of the year due to covid restrictions, during which time staff worked from home, and opened again from June 2021.

Public Benefit

The Trustees, in their meetings, have referred to the Charities Commission guidance on Public Benefit, including the guidance "public benefit: running a charity (PB2)" in making their decisions.

Risk management

The Trustees and staff assess the risk to which TTT is exposed on a continuous basis. This includes the on-going monitoring of core reserves (see the reserves policy below).

Our mission

Transition Town Totnes Ltd exists to create a healthy, happy community with fair share living within the earth's current limits in the face of the unsustainable threat of our current economic system, climate change and diminishing reserves of fossil fuels. We do this through providing the resources and strategic voice to enable the community to respond at a grassroots level, facilitating meaningful change from the bottom up.

Objectives and activities

Our charitable objectives

The promotion of the conservation, protection and improvement of the natural environment and prudent use of natural resources for the benefit of the public in Totnes and environs by:

- Advancing education and raising awareness of climate change, resource scarcity, peak oil and economic resilience.
- Promoting individual, community and organisational commitment to a reduction in CO2 emissions, energy saving, reducing reliance upon carbon emitting energy sources, and increasing resilience to resource scarcity.

The promotion of sustainable development for the public benefit of the citizens of Totnes and environs by:

- The preservation, conservation and protection of the environment, and the prudent use of natural resources;
- The promotion of sustainable means of achieving economic development and regeneration in order to reduce reliance on scarce resources including oil.

How we work

Transition Town Totnes was founded on the idea that, by working together within their community, people can create positive, energetic, resilient and healthy places. We invite people to get involved and work with others to bring about positive change in their lives and those of the wider community. We do this by encouraging creativity, by building relationships with other organisations and businesses, and between residents, often delivering work in partnership.

Through establishing a strong governance and support structure, we act as a catalyst to enable collaboration and inspire partnerships which has led to some incredible outcomes in the local area; these may be instigated by TTT, but delivered in partnership with local government, educational establishments, other charities, social enterprises and the private sector. Thus local enterprises, partnerships and projects interlink to unlock the resources we hold as a community, including money, time, expertise and land. Our work in Totnes and District aims to model the kinds of activities and processes that can manifest in other places. Part of our broad aim is to create a flagship project which opens the door to further ambitious work elsewhere.

An intrinsic part of our ethos is to see challenges as opportunities, positioning identified local needs - be they for livelihoods, social care, healthy food etc - as an opening to bring people together to think positively about how we might use our combined skills and resources to develop programmes and initiatives, which not only meet these needs, but also bring additional social, economic and environmental benefits.

We also have the skills, or bring in the skills, to develop project and enterprise ideas and seek funding and / or business plans for their future sustainability. This approach has led to some remarkable community led outcomes which are outlined in more detail below.

Third party organisations:

The following organisations have informal associations with Transition Town Totnes Ltd or were formed by participants in Transition Town Totnes Ltd theme groups, but are separately constituted, are not controlled by the charity and their funds are separately accounted for: Food in Community CIC, Transition Homes CLT and Futurebound Ltd.

Transition Homes

TTT is the Constitutional Custodian of the Transition Homes Community Land Trust in order to protect the underlying principles of the community land trust concept, in particular ensuring that assets remain available for the benefit of the local community in perpetuity.

Futurebound

We work closely with Futurebound, an independently constituted social enterprise which, as part of its work, provides study programmes for groups interested in learning about the Transition in Totnes. It voluntarily donates 20-40% of its profits from Transition-related programmes back into TTT. Unfortunately the programmes did not operate in the year due to the COVID-19 pandemic, save a couple of talks to university students via Zoom and a regular talk to the AMBIOS trainees at Lower Sharpham Barton Farm.

Our activities

Our activities

The year has been a relatively quiet one for TTT, with reduced funding, reduced staff resources, our office building temporarily closed by the landlord, and the effects of lockdowns and social distancing under covid conditions. However, most of our main programmes have continued with some significant progress and success, at times using Zoom to keep staff, volunteers, and participants connected. Our focus in the year has been:

- local action and resilience in the face of climate change (*Climate Emergency work; Transition Streets*);
- sustainable and resilient local economy (*REconomy*);
- health and wellbeing (*Inner Transition*);
- community gardens and small-scale food growing (*Incredible Edible / Nut Trees*)

Some of these projects and programmes are managed and implemented by paid part-time staff and some by committed volunteers; all benefit from significant voluntary assistance and participation.

In addition, TTT has been the accountable body in the year for improvements to the Totnes-Dartington Access for All path, and for a new initiative, Trees for Totnes, planting native trees in and around Totnes. Both projects were implemented largely independently, by volunteer members of the community slightly outside of TTT's usual staff / group structure. TTT's role in these instances is to provide the requisite charitable and financial governance so as to enable committed individuals to organise and fund their voluntary projects.

Our communications programme has remained very active throughout the year, whilst the food, arts, and education programmes have remained quiet, mostly due to covid conditions.

COVID-19 Impact

TTT had a representative on the local COVID-19 town wide partnership, convened by the Totnes Town Council and including around 20 local organisations, to support our local community through the current health crisis and beyond.

TTT activities were negatively impacted by the COVID-19 pandemic. With the office closed and reduced funding, staff voluntarily reduced their hours and worked from home, and many expected activities had to be cancelled or postponed. Some activities were re-worked and moved online, our core group and Trustee

meetings continued online, and from June onwards we slowly began to resume in-person activities in line with COVID-19 government guidelines. Our AGM was successfully held online this year.

Climate and Ecological Emergency

TTT's 'Climate Emergency What Next?' process was a hugely significant project undertaken over the last few months of the year. With seed funding from Transition Network, plus some significant expenditure from precious unrestricted funds, and with a generous chunk of goodwill from everyone involved, a facilitated process brought together local people passionate about responding to the climate and ecological emergency at a local level. Via a supported two-day training programme and handbook, ten people from diverse backgrounds took on the role of 'Climate Champions', with a view to creating and running their own projects and initiatives with TTT's project support infrastructure available to them.

The project has been a phenomenal success catalysing four emerging projects. The biggest project, run by a team of volunteers, led by two Champions, is working toward creating a Climate Response Centre in Totnes. In the year, the team drafted business plans, consulted with the community, identified local partners, identified a potential space, and received match funding and mentoring from Devon County Council to run a Crowd Funding Campaign to help launch the centre. Shortly after the year-end, the crowdfunding campaign launched and received around £27,000 in total, exceeding its £16,000 target by a substantial margin. This was in large part due to the tireless efforts of the team, and support from twenty-eight local businesses and around one hundred and twenty local people. One supporter commented *'A climate response centre in Totnes is exactly what's needed, we need a space where people from across the town can come together to unleash their collective genius and have the opportunity to use their skills and knowledge to respond in the best way they can. Maybe we can inspire other towns to do the same?'*

The second project is 'Mother Roots', and aims to bring together mothers from the local community with a view to harnessing their skills and energy to become active voices and participants in public life. The premise for this is that mothers intrinsically have a forward looking regenerative perspective, and, if given the right encouragement and support could be a huge resource for the movement taking action to respond to the climate and ecological emergency. The project has undertaken a stakeholder mapping process and held two stakeholder meetings with around twenty people to begin to hone the aims and objectives of the project. One participant said *'mothers, and the skills mothers bring, are so often overlooked - I wholeheartedly welcome a project that actively seeks to engage mothers and harness their energy to respond to climate emergency. I've been waiting for something like this.'*

The third project: 'Empathy Circles,' is in a pilot phase. Empathy circles are pop-up listening circles held in outdoor public places to enable people to express feelings and emotions around climate change in a safe space, facilitated by voluntary trained councillor's and psychotherapists. Just before the end of the year, one pilot circle was held, attracting 20 participants. One participant said *'this is the first time I've been able to share how I feel about this with others, it's been incredibly powerful.'* More circles are planned for the near future.

The fourth and final project is at an early planning stage. The lead Champion has built a project team aiming to create a participatory public performance piece on the theme 'What's Stopping You?', the question directed at people's ability and motivation to respond to the climate emergency. The team hope to run a performance or series of performances in spring 2022.

As an ending to the formal part of this project, Champions gathered for the day with existing TTT staff and volunteers for a 'hackathon,' where Champions were able to receive additional help on their projects from TTT project managers past and present, and were able to celebrate the success of their achievements so far.

What we have learned from this process is that there is a huge amount of energy and enthusiasm in our local community for taking action to respond to the climate and ecological emergency. Many people however aren't part of an existing network and/or feel unsure and under-confident of what action to take. People can also feel they don't have the skills and knowledge to respond in a meaningful and impactful way. This project has met that challenge by identifying people in our local community who have the potential to be leaders, and provided some of the skills, confidence and resources required to create and deliver new projects.

A crucial part of this support has involved making the most of TTT's existing infrastructure, including finance, fundraising, project management support, advice and mentoring. Crucially, TTT is able to act as the accountable body for new projects as they seek funds from donors. What we have seen is that in the face of the climate and ecological emergency, and the demand from local people to find constructive ways to react in their own community, TTT is as relevant and important as ever before.

Transition Streets

We received funding from the Halleria Trust, Totnes Town Council and Transition Network to update the Transition Streets project, which originally ran in 2009.

With a core team of three, and the support of TTT core and an advisory panel we revamped the project handbook to reflect changing attitudes, language, knowledge and calls to action around the climate crisis, and the social impacts of the pandemic. We wrote in more explicit content and processes to encourage participants to create a safe and supportive space to explore strong emotions, integrated new themes of nature reconnection and encouraging action to move from the individual level to the collective level.

We then recruited a number of groups of neighbours to pilot the new handbook - however due to myriad personal circumstances only one group fully completed the programme (this was still in process in August 2021).

We have also been in conversation with Transition Network, Devon Country Council and other regional Transition and environmental groups who are keen to be support/be part of this programme and run local Transition Streets projects.

The team is now working on completing the quantitative and qualitative evaluation of the project, and have received funding after the year-end from the Postcode Local Trust to continue the project and employ a part-time project manager for another year.

Economy programme: Totnes REconomy Project

This year, 2021, marked the 10th year of the Totnes Reconomy Project. Our celebrations were subdued, however. The pandemic has forced us to work differently over the past year, forcing many meetings and events to online platforms. In general, this has been a positive test of our creativity and resilience. We were able to continue to engage people in the community, provide needed services, and build momentum into the new TTT year.

REconomy Centre The past year has been challenging, in and out of lockdown several times. The usage and membership of the Reconomy Centre has likewise varied. It remained open and available to members throughout the pandemic. And it proved to be a critical resource for many people who had to maintain their livelihoods, albeit online. Some were not able to travel to work elsewhere, some were not able to work at home. This pattern of remote and online work will continue and may become part of a 'new normal'. If this is the case, we will continue to provide the service and to engage members on social and solidarity oriented issues and interventions.

Workshops, events and collaborations Since the summer of 2020, we have been busy engaging with the positive repercussions of our big events, the Regenerate Devon Summit and the ALT/work.live events. Each of these events created new links with local policy makers and community organisers. For example, Jay delivered presentations on our work and 'regenerative economics' to South Hams District Council, as well as to a workshop series organised by New Prosperity Devon. We strengthened our links with The Living Projects, a youth-led land-based enterprise who are organising themselves to take on more ambitious projects. (In fact, they pitched at the 2021 Local Entrepreneur Forum which took place September 5th.). We've also remained engaged with Devon Doughnut Collective, a local initiative aiming to operationalise Doughnut Economics for our region.

Outside of our local community, we've also been asked to share our experience through the international Reconomy Community of Practice and academic events. This past year these have included talks and panel discussions in Tsuwano, Japan; Seoul, South Korea; Lisbon, Portugal; Barcelona, Spain; and Utrecht, Netherlands. We also participated in the World Localization Day by organising a virtual dinner party celebrating the movers and shakers aligned with our work, including guests from Schumacher College, Food Plymouth, Local Spark Torbay, Ashburton Arts, and the music project, Abrasive Trees.

The Local Entrepreneur Forum (LEF) We have run this catalyst event every year since our first one in 2012, but we failed to run it in 2020 due to the pandemic. However, we finally ran our 9th LEF event on September 5th 2021, just after the year-end. It was designed as a celebration of our community's resilience and creativity in meeting the challenge of the pandemic. We organized to hold the LEF at The Glade, an outdoor venue in the woods. Live music, themed discussions, and local food and drink providers gave the event a festival-like, celebratory feel, before five local regenerative enterprises pitched successfully for community support. We are currently planning to run another in the spring of 2022.

Health and Wellbeing programme: Inner Transition

For the first few months of this period, Inner Transition activities were paused due to the pandemic, and the organising Pulse group took this time as a sabbatical for inner work and reflection. However we kept in touch with the Core Group via Zoom meetings. The Pulse group began meeting again approximately every two months from September 2020, either on Zoom or in person as changing Covid rules permitted. During this time we have engaged with the following activities related to Inner Transition:

- We took part in interviews for the post of co-ordinator, and in subsequent discussions when the post was not filled. We were involved in the selection of 'champions' for the visioning process that is now underway and the implementation of this outreach. Recently two of the champions attended a Pulse group meeting to learn about the role of Inner Transition, and they plan to do so again and perhaps join the Pulse group.
- We continue to hold a waiting list of people interested in the Active Hope group. Earlier this year an online version of the course took place, led by people we know though not under the auspices of Inner Transition. We helped to publicise this and sent details to those on the waiting list.
- We attended some meetings with the Transition Streets team, to offer input to the inner dimension of the structure and themes of the revised course, including more explicit attention to forming a healthy group and facilitation guidelines.
- We still offer mentoring for TTT volunteers and staff. One of the members of our group offers holding circles for those struggling with anxiety about the times we are living in.
- Within the Pulse group we have been exploring race and diversity, as we were all – in different contexts – working through Layla Saad's book "Me and White Supremacy". Additionally, from within our group

we have a TTT rep on the 6 month training course called “Engaging with Power and Difference in Community Organisations”, organised by Transition Network. We are exploring how to bring these crucial issues into our work in TTT.

- In May we were delighted to welcome a new member to the group, an experienced yoga and meditation teacher, who has taken up running our ‘Time to Breathe’ sessions.

Arts programme: TTT Film Club

The Film Club has not operated during the year.

Arts programme: TTT Film Festival

The TTT Film festival offers an incredible array of rarely seen films about our environment, our food, our politics, our wildlife and our future. Plans for the fifth festival were shelved at the start of the pandemic, and although the group has kept up a small number of meetings, the difficulties of planning a series of social events months ahead has precluded any firm timetable as yet. There is a strong intention to hold the next festival as soon as possible, but it is currently unclear when this will be.

Arts programme: Arts and Creativity Group

Following on from a quiet previous year, the Arts and Creativity Group remained formally inactive under covid conditions this year, although of course the art and creativity of the individuals concerned continued unabated, outside of the formal group structure.

Food programme: Community Food.

The nature of Community Food events and reduced funding made it difficult to undertake TTT food activities under covid conditions in the year. More widely in the community, support around food this year was stepped up by many different groups in Totnes as a response to community need under covid conditions. Given all these circumstances, TTT was neither able nor required by community need to pursue food programme activities.

Food Programme: Grown in Totnes Toolkit

Following the end of funding and the wrapping up of the Grown in Totnes project in 2019, TTT went on to develop a toolkit to document the wide range of learning gathered during the course of the project. The purpose was to provide a resource that would facilitate others to set up a small-scale crop processing enterprise. The toolkit went live in September 2020 www.grownintotnestoolkit.co.uk, with chapters:

1. Planning Your Enterprise
2. Growing the Crops
3. Processing Facilities
4. Harvesting the Crops
5. Care of the Crops
6. Processing the Crops
7. Pricing and Delivery
8. Marketing and Comms
9. Planning for the End

Due to covid restrictions we were unable to promote the toolkit at events in the way we had wanted to, and instead we ran two online launch events. The first was a launch event for the local Totnes community and the various supporters that sustained Grown in Totnes over the years, and the second was a workshop to equip participants with the skills to use the toolkit effectively. We hope in the future to be able to attend events such as the Oxford Real Farming Conference and the UK Grain Lab to promote the toolkit to a wider audience.

Community Gardens: Incredible Edible and Nut Trees

Volunteer numbers fluctuated in the year, from around 25 to 40 regular participants, but were still not up to previous strength by Sep 2021 after all the various lockdowns. A number of the 'senior' volunteers decided in the year that it was time to retire and while there was quite a bit of interest from younger people, they were frequently struggling to balance the needs of work and families with volunteering.

As the vegetable gardening wound down for the autumn/winter season, the tree and shrub care activities increased. Considerable rabbit damage had been reported in Follaton Arboretum so renewal of stakes and protective guards was a priority there, in addition to weed removal and mulching. Pruning in the Town Cemetery and also for some trees in Bridgetown was carried out to ameliorate damage that had been done to them. Unfortunately, the vandalism at the Rockery did not wane, as we had hoped, with the colder weather.

February saw the socially distanced one-to-one tree planting sessions throughout Bridgetown, using the grant money that we had received from the organisers of the concert which took place the previous year. These were very popular, allowing people to be active outside in the fresh air with the assurance that they would not be in a large group and we gained some new volunteer Tree Guardians from those sessions. We also added to the fruit trees in Follaton Arboretum as we were given some donations of plum and apple tree saplings.

Bug hotel building proved very popular with a number of young families and the Easter Egg Hunt at The Rockery also went down very well. Probably the most popular activity of the winter was the manure collecting day with volunteers from all the different gardens turning up to assist. Large amounts of manure were distributed among the various sites which was very satisfying after the previous two attempts were cancelled due to Covid.

Spring and summer activities got off to a slow start partly due to inclement weather conditions but the vegetable and herb areas produced very well as usual and were much appreciated and well picked by passers-by. There is now a regular core group again for each of the garden sites, with more volunteers who join in with the tree planting/care events.

Education programme: Transition Tours

Ordinarily Transition Tours are held monthly or bi-weekly April to October, usually on a Friday afternoon/evening, and occasionally in winter. These events invite locals and visitors to find out more about the Transition movement and local projects in Totnes through a guided walk and talk around the town. They did not run this year due to the COVID-19 pandemic

Totnes - Dartington Access for All Path

This is a partnership project to renew and improve the popular Access for All path between Totnes and Dartington. Members of the partnership include Devon County Council, Sustrans, the Dartington Trust and South Hams District Council. TTT has been the accountable body for funds that are being used to provide

new waymarkers, tactile numbers and information boards. Various of these improvements were completed in the year and paid for from the funds held by TTT (and the remainder spent shortly after the year end). The project will then continue without funding from TTT, to include substantial improvements along the route; a new website; an updated audioguide, including information for people with impaired vision; and new benches funded by individual and organisational sponsors. These improvements will be funded from elsewhere and are expected to be completed in 2022.

Trees for Totnes

Trees for Totnes is a new project in the year, that began its funding under TTT's charitable and financial governance before migrating to a different accountable body. Thirty-six volunteers came together to organise and plant trees in and around Totnes, for the benefit of present and future generations, and as a response to the climate and ecological emergency.

The focus in the year has been:

- planting 'Prunus Avium' – our native wild cherry with high biodiversity value and year round interest – in strategic points around the town, so far: Baltic Wharf, Castle Meadow and the town cemetery;
- coming together with neighbouring parishes to plant oak trees along the Totnes Boundary, boosting wildlife corridors, the longer-term plan being to revive the age-old community festival of 'Beating the Bounds';
- offering encouragement and guidance to householders to plant a tree in their garden.

TTT Communications

Despite reduced operations in the year, our communications programme remains a key part of TTT's presence, both in our community and worldwide.

- Website continues to be updated with latest news and events and shared across three social media channels.
- Social media stats show an upward trend in followers, reach and engagement on all channels.
- The bi-monthly newsletter continues to be well received with above average open and click through rates.
- Monthly articles in Totnes Directory continue, with occasional pieces in the Totnes Times.

External communications are managed by the TTT Communications Officer. This role gathers news, views, information and events from all current TTT projects, and communicates these externally via the website, social media, newsletters and local press.

Website

The TTT website was visited by 20,963 individual users this year, a 5% fall since the previous year. 49% of users visited from the UK, 28% from the USA and other users coming mostly from France and other European countries. In the second half of the year we started to see a steady increase in visitors, since TTT activity has picked up again. Web hits are up by approx. +10% on the same period last year.

Social Media

TTT continues its trend to gain more followers each year on Social media. Stats show an upward trend in followers, reach and engagement on all channels:

Facebook: The TTT facebook page has 7,277 followers, a 4% increase from previous year. 62% of followers were women, and 34% men, and 4% gender unspecified. Around half are aged 35-54, and the rest split broadly evenly between those older and those younger.

The demographics are quite consistent with the last few years. Most of our followers are from the UK, followed by an international following in France, Italy, Germany, the USA, Spain, Brazil and Australia, 45 different countries in total. Within our UK followers, the highest proportion are from Totnes and surrounding areas.

Twitter: The Twitter account has 4,510 followers, a 5% increase from previous year..

Instagram: We have resumed posting on Instagram after pausing this activity previously. This is proving to be an extremely popular platform for audience reach and engagement. In August 2021 it had 1,500 followers.

E-bulletin

Transition Town Totnes sent out a bi-monthly e-bulletin during the year, detailing news and upcoming events. In August 2021 1,329 people subscribed to the bulletin, similar to previous year. On average our open rate is between 40-50%, which is considerably more than the charity sector average. We have been trialling a bi-monthly approach, in large part due to reduced activity under covid restrictions.

Printed Media

A monthly programme of events is displayed under the events section of the TTT website. In the context of reduced activity and funding, we have moved away from producing a printed events programme this year, relying on the online programme and posters in the town.

Monthly articles are featured across a double page spread in the Totnes Directory, with occasional pieces in the Totnes Times.

Staff and Trustee changes

There were no trustee changes in the year.

With reduced funding and many activities deferred or cancelled under covid conditions, staff time was significantly reduced in the year. The part-time Coordinator post became vacant early in the year as Jenny Gellatly left, and the post remained formally unfilled until just after the year-end, with some limited freelance cover ably provided by former Coordinator Thea Platt, primarily for the Climate Emergency Champions project. Ultimately, TTT takes the view that it is not feasible to operate without some form of Coordinator role – funding was secured for this late in the year, and the role was formally taken up just after the year end, by Guy Erlacher-Downing.

The part-time Finance role was halved for the whole year, and the part-time Comms role cut back by one-third, before Luci Edwards (supported by Myrtle Cooper whilst on maternity leave) moved on and was replaced by Alex Green, in a freelance capacity. Both those roles have been increased to previous levels since the year-end, as activity and funding have increased again. Part-time Project Management was undertaken by Briony Baxter, and by freelancers Holly Tiffen, Myrtle Cooper and Lindsay Thompson. Some key project implementation work was provided by freelancers Toni Spencer and Alana Bloom.

Long-term volunteer project manager Jay Tompt continued to run REconomy, whilst Inner Transition was represented on Core Group by Holly Tiffen and Hilary Bee. The Totnes-Dartington Access for All Path and Trees for Totnes projects were managed by volunteer organisers Dick Watson and Philip Nash respectively. Dee Cunnison continued her valuable work as our volunteer minute-taker and all-round helper.

Massive thanks go to all trustees, staff, volunteers, and freelancers, for keeping up a strong forward trajectory in a tough year.

Key TTT achievements to celebrate:

Despite a tough year, there is plenty to celebrate:

- Creating a Climate Champions Handbook and Programme for 10 local Climate Champions.
- Catalysing strong potential for four new community projects including: a Climate Action Centre, Mother Roots, Empathy Circles and What's Stopping you?
- Updating the Transition Streets handbook and piloting the current approach, despite restrictions repeatedly undermining and delaying plans.
- Keeping the Reconomy centre open for users in need of workspace.
- Successful implementation of the Alt/work project, and Reconomy's representation at other online events throughout the year.
- Preparation for an outdoors Local Economic Forum just after the year-end, supported by many people from the wider community.
- Incredible Edible keeping up its basic programme despite covid restrictions effectively making its normal operating model all but impossible for much of the year.
- Securing the services of an experienced new Communications Officer.
- A detailed review of our fundraising history and strategy.
- Securing the Coordination Reserve grant, enabling the continuation of our preferred operating model for another 12-18 months.
- Recruiting our next Coordinator (to start just after the year-end).
- Other project grant applications submitted late in the year, which turned out to be successful after the year-end.

Financial review

Income:

Total income for the year was £75,318 (2020: £74,077). This was split 27% restricted and 73% unrestricted (2020: 55% / 45%) – this reflects a continuing fall in restricted grant income and restricted charitable activity income (due to reduced staff resources and covid circumstances), offset by a significant boost to future operations provided by the designated Coordinator Reserve unrestricted grant secured late in the year. Income also benefitted from £2,062 (2020: £5,425) of Coronavirus Job Retention Scheme (CJRS) payments, paid to furloughed staff.

Total grants received during the year (excluding CJRS income) amounted to £59,480, which was 79% of income (2020: £49,535, 67% of income). We are very appreciative of the grant funding which came from a variety of sources during the year, and would like to thank all of our funders for their generosity. A full list of grants in the year is available at note 4 to the financial statements, and descriptions of the relevant restricted funds at note 16.

Of particular importance this year was a grant of £50,000 from a donor personally known to trustees and some staff, via a charitable foundation, but who wishes to keep out of the public eye and has therefore asked that such grant be reported anonymously. Heartfelt thanks go to this donor from all involved in TTT.

We would also like to give particular thanks for project grants: £4,500 from Heart of the South-West Enterprise / Devon CC for the Reconomy Alt/Work project (the second half of a £9,000 grant spread over

two financial years); £3,980 in grants from Transition Network under their successful "Transition: Bounce Forward" programme, supporting Transition Streets and the Climate Emergency champions project; and £1,000 from Great Western Railways for Incredible Edible.

£6,964 (9%) of income came from donations (2020: £5,931 (8%)). We would particularly like to thank several local businesses and individuals who between them gave donations over £1,500 for the Trees for Totnes project.

£4,918 (7%) of income came from charitable activities (2020: £10,957 (15%)), a further reduction in the year, compounding a downwards trend arising from the inevitable limitations on activities under covid. £1,894 (3%) of our income came from social investment income (2020: £2,229 (3%)), such income naturally falling over time as interest-bearing loans and investments to third party organisations are repaid.

Expenditure:

Total expenditure for the year was £51,958 (2020: £83,599). This was split 92% restricted and 8% unrestricted (2020: 71% / 29%). Direct charitable activities costs were £45,011 (2020: £67,126), whilst fundraising, governance and support costs were £6,947 (2020: £16,473), reflecting trends and comments above.

Assets, Liabilities, and Reserves:

Our net assets (total reserves) rose from £126,099 to £149,459 over the year, due primarily to the £50,000 Coordination Reserve grant received late in the year, partially offset by spending restricted funds received in previous years.

Assets at the year-end were split 1% tangible fixed assets (2020: 1%), and 99% cash & other net current assets (2020: 99%). Creditors and other liabilities were 3% of net assets at the year end (2020: 7%).

Our unrestricted general fund fell in the year to £15,899 (2020: £20,660), and the total of restricted funds fell to £83,560 (2020: £105,439).

Our new Coordination Reserve fund was not spent at all in the year and remained at £50,000 at the year-end. This fund is technically unrestricted, but was negotiated and planned with the donor specifically to re-establish the Coordinator post, with sufficient support from other staff roles. This grant is to fund these key elements of our operating model for the next 12-18 months after the year end, and assist in achieving a return to higher levels of restricted grant income for projects. For these reasons, the trustees formally designated this grant as the Coordination Reserve fund before the year-end, and so these funds do not form part of our General Fund.

The trustees are pleased to maintain a strong balance sheet, good unrestricted reserves in excess of policy, and excellent liquidity, and continue to carefully monitor forecasts and cashflow in 2021/22.

Funds In Deficit

No funds were in deficit at the year end.

Reserves Policy

The Board of Trustees continually reviews the reserves of the charity. Assets must be sufficient to enable the charity to operate effectively and to cover any sums payable to staff should they be made redundant.

The charity has a number of restricted funds; the purpose of these funds is detailed in the notes to the financial statements.

The charity aims to hold at least four months' core running costs in reserve at all times. This is to ensure that the charity is able to meet all of its legal obligations should funding be withdrawn.

Plans for future periods

The charity will continue to carry on the work of building community resilience and cohesion by raising awareness of climate change, and promoting sustainable means of achieving local economic development and regeneration in response to resource scarcity. We will do this by implementing projects and programmes, and by developing and expanding alliances across local public and private organisations and other community groups.

In the forthcoming 2021/22 year our financial activity and our staff resources are expected to be higher than in the year under review. Our main strands of work will continue to be implemented by staff, freelancers and committed volunteers.

Approval

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

On behalf of the Board of Trustees


Mary Coughlan-Clarke

Dated 21st April 2022

Independent Examiner's Report to the Trustees of Transition Town Totnes Ltd

I report to the Trustees on my examination of the financial statements of Transition Town Totnes Ltd for the year ended 31 August 2021 which are set out on pages 18 to 20.

Responsibilities and basis of report

As the Trustees of the Charity (and also its directors for the purpose 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.



P Beard ACA, FCCA
Darnells, Chartered Accountants
30 Fore Street
Totnes
Devon
TQ9 5RP

12 May 2022
Date

TRANSITION TOWN TOTNES LTD
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 August 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from					
Donations & grants	4	54,531	11,913	66,444	55,466
Charitable activities	7	179	4,739	4,918	10,957
Investment income	5	-	1,894	1,894	2,229
Other income	8	-	2,062	2,062	5,425
Total income		<u>54,710</u>	<u>20,608</u>	<u>75,318</u>	<u>74,077</u>
Expenditure on					
Costs of raising funds	9	-	-	-	1,404
Charitable activities	9	4,289	47,669	51,958	82,195
Total expenditure		<u>4,289</u>	<u>47,669</u>	<u>51,958</u>	<u>83,599</u>
Net income/(expenditure)		50,421	(27,061)	23,360	(9,522)
Transfers between funds		(5,182)	5,182	-	-
Net movement in funds		<u>45,239</u>	<u>(21,879)</u>	<u>23,360</u>	<u>(9,522)</u>
Reconciliation of funds					
Total funds brought forward		20,660	105,439	126,099	135,621
Total funds carried forward		<u>65,899</u>	<u>83,560</u>	<u>149,459</u>	<u>126,099</u>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

TRANSITION TOWN TOTNES LTD
BALANCE SHEET
as at 31 August 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	11	<u>938</u>	<u>1,249</u>
Current assets			
Debtors	12	57,103	77,341
Cash at bank and in hand		95,259	55,850
		<u>152,362</u>	<u>133,191</u>
Creditors: amounts falling due within one year	13	(3,841)	(8,341)
Net current assets/(liabilities)		<u>148,251</u>	<u>124,850</u>
Net assets		<u>149,459</u>	<u>126,099</u>
Income Funds			
Restricted funds	16	83,560	105,439
Unrestricted funds			
Designated: Coordination Reserve	16	50,000	-
General fund	16	15,899	20,660
		<u>149,459</u>	<u>126,099</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 August 2021. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

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

These financial statements were approved by the Trustee Board on 21st April 2022 and signed on their behalf by



Mary Coughlan-Clarke



Charles Harrington

Company registration No. 06287039

TRANSITION TOWN TOTNES LTD
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2021

1 Accounting Policies

Charity information Transition Town Totnes Ltd is a private company limited by guarantee, incorporated in England & Wales. Registered office: The Mansion, 36A Fore Street, Totnes, Devon TQ9 5RP

1.1 Accounting convention

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 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 applying FRS102 Update Bulletin 1 not to prepare a statement of cash flows.

The accounts are prepared in sterling which is the functional currency of the charity. The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2

a) Incoming resources

Items of income are recognised and included in the accounts when all of the following criteria are met:

- the charity has entitlement to the funds;
- any performance conditions attached to the item(s) of income have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

No amounts are included in the financial statements for services donated by volunteers.

b) Resources expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted on the accruals basis. Expenditure includes VAT which cannot be recovered.

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

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examiner's fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis e.g. staff time or estimated usage.

c) Tangible Fixed Assets

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at 25% of net book value on all tangible fixed assets, to write off assets over their estimated useful lives. Plant and machinery still under legal ownership but leased to third parties under a hire purchase agreement are treated as hire purchase debt assets.

TRANSITION TOWN TOTNES LTD
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2021

d) Stocks and work in progress

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving stocks.

e) Operating leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

f) Fund accounting

Funds held by the charitable company are either:

- Unrestricted general funds – these funds can be used in furtherance of the charitable objectives at the discretion of the Trustee Board.

- Restricted funds – these funds can only be used for the particular restricted purposes within the objects of the charity. Restrictions, which are legally binding, arise when specified by the donor or when funds are raised for particular restricted purposes.

The aim and use of each restricted fund is set out in the notes to the financial statements.

Transfers to or from restricted funds are only made where a legal or constructive obligation has arisen requiring a transfer to be made.

g) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts. Hire purchase debtors are where third parties have leased plant and machinery and the risks and rewards of ownership have passed substantially to the third party, and are valued at the total value of future payments, discounted for any provision against doubtful debts.

h) Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

i) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

j) Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of banks loans which are subsequently measured at the carrying value plus accrued interest less repayments. The financing charge to expenditure is at a constant rate calculated using the effective interest method.

2 Legal Status of the Charity

The charitable company is limited by guarantee and does not have a share capital.

In the event of the company being wound up each member, or any person who has ceased to be a member within one year of the winding up, undertakes to contribute a sum not exceeding £10 if the company is insolvent.

TRANSITION TOWN TOTNES LTD
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2021

3 Net Income for the year	2021	2020
Net income for the year is stated after charging:	£	£
Depreciation of tangible assets	311	415
Impairment charge on disposal of tangible assets	-	(130)
Independent Examiner's fee	744	744

4 Donations & grants	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Donations:				
Various general donations	4,531	2,433	6,964	5,931
	<u>4,531</u>	<u>2,433</u>	<u>6,964</u>	<u>5,931</u>
Grants:				
Anonymous Foundation (designated Coordination Reserve)	50,000	-	50,000	-
Heart of the SW Enterprise / Devon CC (Reconomy Alt/work)	-	4,500	4,500	4,500
Transition Network (Climate Emergency; Trans Streets)	-	3,980	3,980	-
Great Western Railways (Incredible Edible)	-	1,000	1,000	-
Totnes £ CIC (general support)	-	-	-	18,671
National Lottery Awards for All (Incredible Edible)	-	-	-	10,000
Totnes Town Council (Climate Action Fund bid support)	-	-	-	5,809
Halleria Trust (Transition Streets)	-	-	-	5,000
Halleria Trust (Food programme & Grown in Totnes toolkit)	-	-	-	3,000
Totnes Town Council (Art of Rapid Transition / Trans Streets)	-	-	-	2,000
Network Rail (Incredible Edible)	-	-	-	555
	<u>50,000</u>	<u>9,480</u>	<u>59,480</u>	<u>49,535</u>
Total Donations & Grants	<u>54,531</u>	<u>11,913</u>	<u>66,444</u>	<u>55,466</u>

Of 2020 grants, £18,671 was unrestricted and £30,864 was restricted. Of 2020 donations, £4,876 was unrestricted and £1,055 was restricted.

5 Investment income	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Loan interest	-	1,894	1,894	2,229
	<u>-</u>	<u>1,894</u>	<u>1,894</u>	<u>2,229</u>

Of the loan interest for 2020 all was restricted.

TRANSITION TOWN TOTNES LTD
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2021

6 Taxation

The company is a registered charity and is therefore not liable to corporation tax on its charitable income.

7 Incoming resources from Charitable activities

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Events income	-	-	-	1,684
Tours	40	-	40	1,317
Feed in Tariff Income	-	2,397	2,397	3,422
Sundry income	139	2,342	2,481	4,534
	<u>179</u>	<u>4,739</u>	<u>4,918</u>	<u>10,957</u>

Of the incoming resources in 2020 £4,213 was unrestricted and £6,744 was restricted.

8 Other income

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Coronavirus Job Retention Scheme	-	2,062	2,062	5,425
	<u>-</u>	<u>2,062</u>	<u>2,062</u>	<u>5,425</u>

Of the other income in 2020, all was unrestricted.

9 Total resources expended

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Costs of raising funds	-	-	-	1,404
Charitable activities				
Activities undertaken directly	2,881	42,130	45,011	67,126
Support Costs	664	5,539	6,203	14,325
Total	<u>3,545</u>	<u>47,669</u>	<u>51,214</u>	<u>81,451</u>
Governance costs	744	-	744	744
	<u>4,289</u>	<u>47,669</u>	<u>51,958</u>	<u>83,599</u>

Of the resources expended for 2020 £24,243 was unrestricted and £59,356 was restricted.

TRANSITION TOWN TOTNES LTD
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2021

10 Resources expended	2021 Unrestricted	2021 Restricted	2021 Total	2020 Total
	£	£	£	£
Activities undertaken directly				
Consultancy fees and project costs	-	18,110	18,110	23,768
Workshop/course costs	-	-	-	-
Venue hire	-	200	200	445
Event costs	-	-	-	1,152
Grants Given	-	-	-	2,000
Website Costs	113	190	303	738
Staff costs – project work	697	20,599	21,296	34,354
Rent	1,499	-	1,499	1,545
Council tax & water	-	1,309	1,309	1,241
Light and heat	-	1,482	1,482	1,011
Insurance	425	-	425	500
Repairs and renewals	76	-	76	87
Depreciation on fixtures, fittings and equipment	71	240	311	415
Charge/(gain) on disposal of tangible assets	-	-	-	(130)
	2,881	42,130	45,011	67,126
Support Costs				
Staff costs – finance & project support	-	4,245	4,245	9,731
Administrative work	-	-	-	1,465
Recruitment & training	-	-	-	129
Telephone and internet	72	874	946	921
Printing & publicity	-	287	287	945
Printing, postage and stationery	23	-	23	75
Travel	-	-	-	323
Subscriptions & conferences	288	-	288	-
Accounting package	18	-	18	132
Professional fees	-	-	-	-
Sundry expenses	262	129	391	604
Bank Charges	1	4	5	-
	664	5,539	6,203	14,325
Costs of Generating Funds				
Fundraising staff costs	-	-	-	804
Other fundraising costs	-	-	-	600
	-	-	-	1,404
Governance costs				
Independent Examiner's fees	744	-	744	744
	744	-	744	744

TRANSITION TOWN TOTNES LTD
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2021

11 Tangible fixed assets

	£
Cost	
At 1 September 2020	Equipment 6,771
Additions in year	-
Disposals in year	-
At 31 August 2021	<u>6,771</u>
Depreciation	
At 1 September 2020	5,522
Depreciation eliminated on disposals	-
Depreciation charge for year	311
At 31 August 2021	<u>5,833</u>
Net book value	
At 31 August 2021	<u>938</u>
At 31 August 2020	<u>1,249</u>

12 Debtors

	2021	2020
	£	£
Trade debtors	741	5,187
Taxes, social security & statutory payments recoverable	3,508	3,397
Hire purchase debtor	13,252	14,859
Other debtors	35,000	50,000
Prepayments	4,602	3,898
	<u>57,103</u>	<u>77,341</u>

Hire purchase debtor represents monies due under an agreement for certain fixed assets leased and used by Dartington Mill CIC, of which £1,606 is due within one year (2020: £1,606), £6,425 within 2-5 years (2020: £6,425), and £5,221 is due after more than five years (2020: £6,828).

Other debtors represent a loan to South Devon Rural Housing Association Limited of which £10,000 (2020: £15,000) is due for repayment after more than one year; and a loan to Dart Renewables Ltd of which £15,000 is repayable after more than one year (2020: £17,500).

13 Creditors: amounts falling due within one year

	2021	2020
	£	£
Accruals for grants payable	1,500	1,500
Trade creditors	1,347	5,875
Taxes and social security costs	-	90
Accruals and deferred income	744	876
Other creditors	250	-
	<u>3,841</u>	<u>8,341</u>

TRANSITION TOWN TOTNES LTD
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2021

14 Trustees and employees

Number of employees

The average number of employees during the year was 3 part-time employees (2020: 5 part-time), amounting to a full-time equivalent of 0.7 posts (2020: 1.8 posts). In addition, freelance staff served under temporary contracts of service to undertake roles classed as staff roles. These are excluded from employee count and employment costs, but included within staff costs for the purposes of note 10 in order to give a true and fair view, such costs amounting to £8,882 (2020 nil), and time amounting to a full-time equivalent of 0.3 posts (2020 nil).

Employment costs	2021	2020
	£	£
Salaries	16,377	43,577
Pension Contributions – defined contribution scheme	282	1,312
National insurance contributions	-	-
	<u>16,659</u>	<u>44,889</u>

There were no employees with emoluments over £60,000 (2020: nil).

Trustees remuneration and reimbursement

The trustees received no remuneration (2020: nil) nor reimbursement of expenses (2020: nil) in the year.

15 Analysis of assets between funds

	Fixed assets £	Net current assets £	Total £
Unrestricted funds			
Designated fund: Coordination Reserve	-	50,000	50,000
General fund	216	15,683	15,899
Restricted funds	722	82,838	83,560
Total funds as at 31 August 2021	<u>938</u>	<u>148,521</u>	<u>149,459</u>

TRANSITION TOWN TOTNES LTD
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2021

16 Summary of movement in funds

The restricted income funds of the charity arising through its activities are as follows:

Fund Name (Funder(s))	Restricted Purpose of Funds
Community Energy (various)	To support community energy efficiency and renewable energy initiatives as per our charitable objectives .
Consolidated Food fund (various)	To consolidate Grown in Totnes fixed assets leased to a third party, previously spread across various funds.
Film Festival (various)	For the Transition Town Totnes Film Festival
Climate Emergency Champions (Transition Network)	To support community members initiating local responses to climate emergency priorities
Incredible Edible (Lottery Community Fund Awards for All; GWR)	To plant trees and create public growing spaces for edible food around Totnes for the benefit of the community and visitors.
Transition Streets 2021 (Halleria; Totnes Town Council; Transition Network)	To fund an update and a smaller-scale roll-out of the previously successful Transition Streets programme.
Totnes to Dartington Cycle Path Access for All (South Hams Access Group)	TTT is the accountable body for funds available for the Totnes to Dartington Cycle Path in particular the access for all features.
Community Action for Retrofit Delivery (Dartmoor Sustainable Development)	To support workshop development for the CARD project.
Invest in Devon Capital funds (Devon CC)	For capital equipment to support various projects
Reconomy Centre (users' contributions to costs)	Voluntary contributions from users of the Centre for workshops, meetings and desk space.
Food Shed (Big Lottery Local Food)	To support the setting up of a local food hub
Follaton Community Gardens (Follaton Cinema)	For improvements to Follaton community gardens.
Alt/Work (Heart of the SW Enterprise / Devon CC)	A Reconomy project to promote social enterprise and entrepreneurship to an audience of young people.
Trees for Totnes (donations from individuals and local businesses).	TTT was the accountable body in the year for this project to plant trees in and around Totnes.
Grown in Totnes toolkit project (Esmee Faribairn Foundation; Halleria Trust)	To prepare and disseminate an online Grown in Totnes toolkit, to help other communities produce local arable products.
Art of Rapid Transition programme (Devon CC, Totnes Town Council)	To fund a series of workshops promoting social change / environmental activism within a community context.

TRANSITION TOWN TOTNES LTD
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2021

16 (continued) The movements of funds for the year ended 31 August 2021 were as follows:

	Opening Balance	Incoming Resources	Outgoing Resources	Trans- fers	Balance
	£	£	£	£	£
Restricted funds					
Community Energy	64,400	4,292	(14,292)	-	54,400
Consolidated Food fund	15,638	-	(546)	-	15,092
Film Festival	4,127	-	-	-	4,127
Climate Emergency Champions	-	3,480	(4,253)	3,519	2,746
Incredible Edible	7,234	3,482	(9,000)	-	1,716
Transition Streets 2021	7,452	600	(7,960)	1,560	1,652
Totnes to Dartington Cycle Path Access for All	2,706	-	(1,175)	-	1,531
Community Action for Retrofit Delivery	608	-	-	-	608
Invest in Devon Capital funds	668	-	(167)	-	501
Reconomy Centre	907	2,541	(2,976)	-	472
Food Shed	452	-	(73)	-	379
Follaton Community Gardens	400	-	(64)	-	336
Alt/Work	950	4,500	(5,450)	-	-
Trees for Totnes	-	1,575	(1,575)	-	-
Grown in Totnes toolkit project	-	138	(138)	-	-
Art of Rapid Transition programme	(103)	-	-	103	-
	<u>105,439</u>	<u>20,608</u>	<u>(47,669)</u>	<u>5,182</u>	<u>83,560</u>
Unrestricted funds					
Designated fund: Coordination Reserve	-	50,000	-	-	50,000
General fund	20,660	4,710	(4,289)	(5,182)	15,899
	<u>20,660</u>	<u>54,710</u>	<u>(4,289)</u>	<u>(5,182)</u>	<u>65,899</u>

The Coordination Reserve fund was designated by trustees in the year, to fund costs of Coordination and related support in the subsequent year, as negotiated with the donor but not formally restricted in the grant contract issued.

Sufficient resources are held for each restricted fund in an appropriate form to enable funds to be applied in accordance with the restrictions.

Fund transfer of £3,519 into Climate Emergency Champions project to meet expected expenses, eventually incurred in Sept/Oct 2021.

Fund transfer of £1,560 into Transition Streets to fund increased expected expenses.

Fund transfer of £103 into Art of Rapid transition to balance this fund; project ended.

TRANSITION TOWN TOTNES LTD
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2021

17 Control

The charitable company has no single controlling party.

19 Related party transactions

There were no related party transactions that require disclosure (2020 – nil).

20 Post balance sheet events

The trustees do not consider any post-balance sheet events to be material to these accounts.

21 Financial commitments

At 31 August 2021 the future minimum lease payments under non-cancellable operating leases was £932 due within one year (2020: £nil).