



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 2022**

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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 Sienna Lula Somers (appointed 21 <sup>st</sup> April 2022)
Co-ordinator	Guy Erlacher-Downing
Charity number	1138865
Company number	06287039
Registered office and principal address	The Mansion 36A Fore Street Totnes Devon TQ9 5RP
Web address	<a href="http://www.transitiontowntotnes.org">www.transitiontowntotnes.org</a>
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 2022.

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

Trustees, also the directors for the purposes of company law, who served during the year were: Charles Harrington; Mary Coughlan-Clarke; Nick Roberts; Barbara Greenway; Sienna Lula Somers (appointed 21<sup>st</sup> April 2022).

#### Recruitment and Appointment of Trustees

The Trustees are either elected at an AGM, or can be co-opted by the Board during the year.

#### 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 & How We Work

TTT Board of Trustees The Role of Trustees is:-

- To agree the organisational 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 most months (usually ten times per annum). Co-ordinator and finance staff attend all trustee meetings, and all staff some meetings, to support and inform the trustees.



### TTT Core Group

Central to TTT is the Core Group which meets monthly and comprises of a representative from each project group as well as TTT core staff and a rotating member of the Trustees. Not all project groups will be operationally active at any one time, but representatives may still remain active participants in the Core Group. The purpose of this group is to:

- Exchange information, knowledge, and ideas across projects and staff
- Contribute to the planning, development, and promotion of TTT
- Support one another through emotional connection

### TTT Projects

TTT initiates, supports and implements a variety of projects which vary in size and scope, from one-off events, to annual or bi-annual events, to multi-year or on-going programmes. Projects receive advice and practical support from TTT central staff in areas such as fundraising, financial administration and management, strategy and planning, IT, and communications, as required.

Projects are initiated by TTT staff, or by existing Core Group representatives, or by other members of our community who request support to get their own project started. Once accepted as a TTT project, new initiatives from community members are invited to join Core Group at an early stage (eg planning / fundraising) but it is not compulsory to join or attend, and TTT projects therefore vary in their relative autonomy. All projects benefit from TTT Ltd's strong charity governance and financial management.

Larger projects may have a part-time TTT project staff member recruited specifically for them. All projects usually rely on some combination of TTT staff, freelance help, TTT volunteers, and other community members / partners. Some projects which emerge within TTT continue to grow and migrate away from TTT Ltd to form their own incorporated organisations.

### TTT central staff

TTT operates with a small team of part-time staff who help run projects and programmes, fundraise, and support the management and governance of the organisation. The team include a co-ordinator; office manager / project support officer; communications officer; and finance officer. This central team works from a small office in The Mansion, Fore Street, a busy community building.

### 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. This is to ensure that the charity's activities provide public benefit and promote the charitable objectives set out in the charity's governing document.

### 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 reserves (see the reserves policy below).

## Our mission

Transition Town Totnes Ltd works to empower positive community action to improve local resilience. We do this through participatory and educational projects promoting a low-carbon, sustainable, economically resilient, and healthy society. We provide essential resources to enable and support short and long-term projects which engage hundreds of residents each year across a range of areas with practical, community-level responses to our global crises.

## **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.

### Strategic Principles

Transition Town Totnes was inspired by principles of permaculture to work locally while thinking globally, recognising the potential that local-level action has for positive change. Our work enables projects that empower a local transition towards a more caring, sharing, and resilient community. We identify the keys to positive behaviour change and use them to support residents engage in actions towards a more sustainable, ethical, and just society.

Our work in Totnes and District aims to model the kinds of activities and processes that can manifest in other places, with the long-term aim to create flagship projects which opens the door to further ambitious work elsewhere.

A fundamental element of our work is to see challenges as opportunities, and nurture projects based on the needs of the community, using them to bring people together to think positively about how we might use our combined skills and resources to develop programmes and initiatives.

### Third party organisations:

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 sometimes work 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. This aspect of Futurebound's operations fell to minimal levels due to covid restrictions and has not yet been re-launched. However, Futurebound is currently planning to re-launch this programme in the near future.

## **Our activities - summary**

The year has been a good recovery from covid conditions. TTT has rebuilt the office team to coordinate and support the work of active projects and groups. We have also appointed new project staff, launched new projects, and invested time and expertise into fundraising.

The **REconomy** centre has continued to provide space and other opportunities to small social enterprises, businesses and individuals (sustainable development and regeneration). The **Totnes Climate Hub** and the main phase of **Transition Streets** were both launched in the year (community resilience, education and awareness, energy-saving and CO2 reduction). **Incredible Edible** has established green living walls and continued to deliver its volunteer-participant food growing programme in public spaces (personal resilience, environmental improvements). The **Inner Transition** group has continued its programme promoting personal resilience and connection with community and environment. And our **Communications** programme has increased awareness of our mission and supported projects and groups.

In addition to those main activities, occasional **Transition Tours** continue to be held, to inform visitors of the places and history of the Transition movement in Totnes. And although still in a project-development phase, the **Mother Roots** group have been actively developing their mission and plans and are hoping to secure funding and formally launch as a funded project next year. Finally, there was a small amount of expenditure on the **Totnes-Dartington Cycle Path** at the beginning of the year before the project continued with funding and management outside of TTT.

The Food group has not been active in the year although we still maintain the Grown in Totnes Toolkit website with the support of a key volunteer. Film Festival and Arts groups have not been active this year, although the individuals concerned are still involved in these areas of interest, albeit not currently within the TTT group or project framework.

Our active projects are managed and implemented variously by paid part-time staff, by freelance help, by committed volunteers, and other community members / partners; all our work benefits from significant assistance from many volunteers. In addition, our work benefitted from two superb interns who worked with the staff team this year,

### **Project reports:**

#### ***Totnes Climate Hub***

It's been a busy and productive year for all those involved in the Totnes Climate Hub, successfully opening the Hub in June. The year began with a successful crowdfunding campaign, benefitting not just from individual and business donations and rewards, but also significant donations from Devon County Council's Back The Future fund, South Hams Climate Action and Biodiversity Fund and the Sovereign Thriving Community Fund (thank you, all). The success of the fundraiser was due to the hard work of many people and a belief that having a physical climate hub was key in enabling and connecting our community, to support each other and to act in response to the climate and ecological challenges we face.

Totnes Climate Hub is a part of a growing network of Climate Emergency Centres (CECs) around the UK. Many CECs make use of empty commercial business sites, however Totnes is too popular



to have suitable business properties empty for any length of time. The successful crowdfunding enabled us to lease a large room at The Mansion for the next three years.

We have held an ongoing consultation process to determine requirements, with volunteers, TTT staff, community members, and partners. In March we met with aligned local groups presently working towards similar aims. Around 80 people joined us for a lively discussion and visioning session. Many great ideas were shared and have fed into our strategy.

Creating the Hub itself has been a hugely collaborative effort. Our structure is based on a shared governance model, with a core group of volunteers steering its development. In addition, to provide further support Jem Friar was contracted for three months of freelance work from the beginning of May. Many people have been involved from working on the overall design concept to painting and decorating, sewing, woodwork and painting amazing murals, to name a few. Creating the copy, text and imagery within the hub has also been collaborative, working with various people who work within those areas of the various themes that we've included. We have endeavoured to make the space functional for meetings but also cosy, inviting and interactive, to create an inclusive space, as well as offering some information on the issues we are facing together and what we can be doing from a personal, community and societal level.

We have also been working on communications and media, setting up a website and social media presence, with an active Facebook Hub Community Group page, Facebook Totnes Climate Hub page and an Instagram page. A newsletter also goes out once or twice a month to a growing number of people, presently 380 people. We have emails for admin, finance and volunteer coordinators as well as an easy to use on-line platform for volunteer management. We have thirty-five active volunteers at the moment. The volunteers are active members sharing ideas for design, events and drawing people into the Hub. The feedback has been really positive with volunteers enjoying their interactions with the public. They are supported by our Volunteer Coordinator as well as with on-going training days.

Our launch event held in the Civic on June 25th had around 350 people attending throughout the day. With workshops from up-cycling textiles, printing and bike repairs, speakers included Tom Rivett-Carnac, author podcaster and political strategist on climate change in conversation with Rosa Sommer director at Leaders' Quest, Emily Reed from Devon Climate Emergency Partnership and Rob Hopkins from Transition Network along with an amazing 'Blizzard of Stories' from some of our local people and projects working towards a more caring and low carbon future. Food, music and dancing through the evening followed. Smaller events are ongoing, and plans always developing.

### ***Transition Streets***

With new grant funding in place early in the year, the previous team helped to complete the previous pilot phase and handover to the new team. From January, the new project manager came into post, and the strategy was developed for the main phase, in consultation with previous (2011-12) Transition Streets participants and facilitators, and also partner organisations. The Handbook was developed to include more emphasis on accessibility and inclusion, and on collective actions that participants can take together on their streets. Starter packs were created for street 'pioneers', and facilitators engaged and trained.

The project was launched at a public event in mid March, with an online event the following week, these aimed at people interested in starting a group on their street. This led to serious interest from about 30 people representing 18 streets.

Whilst some people were able to mobilise a group on their streets within weeks, many streets took several months to gradually build up enthusiasm amongst neighbours. It became obvious that the project would require more time than originally planned, and would benefit from more inputs than originally envisaged: a new website; the Carbon Savvy carbon footprint tool for evaluation purposes; and more facilitation / events resources. Further funds were successfully sought, and key milestone times put back. The first streets started, with facilitation support.

In July a 'Connecting Streets' event brought together representatives from ten different street groups. The aim was to help groups create ideas and inspire each other to embrace collective actions. As a result of this meeting, several groups expressed an interest in working with Incredible Edible and in temporary street closures for things like 'Play Streets' (enabling neighbours of all ages to mix, socialize and play without the pressure of traffic). Another group is holding a fermentation workshop, also offered to other streets.

At year-end there were twenty streets at various stages of the programme with a few more very close to formally starting. Evaluation includes before/after questionnaires, with new sections relating to key benefits in respect of loneliness and social capital. In addition, in August the Carbon Savvy carbon footprint tool became ready to be used for evaluation.

Early evaluation feedback is that participants are taking a wide range of practical actions, notably: energy saving behaviours and technology; changes in food behaviours; purchasing habits; and travel. There have been many stories of participants feeling much more social cohesion and having new support networks. These will be captured further in the final group sessions through the autumn and early winter.

Throughout the year TTT received interest and enquiries from other community groups around the UK (mainly Transition groups), particularly after the project manager appeared as part of the Transition Together 'Blizzard of Stories' online event. Two online meetings with interested groups were arranged (with the support of Transition Bath) and now several communities are trialling the new Transition Streets materials, including Transition Kings Langley, Transition Lymington, and Rendlesham Climate Emergency in Suffolk. Groups are also being trialled by nearby communities Kingsbridge and Harberton. The number of communities expressing serious interest is growing all the time, and opportunities to work with Transition Network's 'Transition together' strand are being explored.

The project manager and TTT team, together with a new Transition Streets Steering Group, have put together plans for the project through 2022/23, and in August we began work on a crowdfunding initiative to help fund the next phase.

### ***Economy programme: Totnes REconomy Project***

This year, 2021/22, marked the 11th year of the Totnes REconomy Project. Now free of pandemic restrictions, we regrouped and mobilised to re-engage our community in person.

**REconomy Centre** The usage and membership of the REconomy Centre has experienced an increase over the prior year. We've held a few informal events and promoted through social media. Some existing members emerged from 'lock down' and have re-committed to the habit of working out of home in a shared space. People who have recently moved to town have also found their way to membership and regular attendance. The REconomy Centre is an important resource for people working on their livelihoods and/or working remotely with distant employers. The pattern of remote and online work will continue, and invigorates the community of changemakers connecting through their shared use of the REconomy Centre.

*Collaborations* We've continued to connect with similar initiatives across our region and internationally with the goal of spreading the social and economic innovations that lead to resilience, sustainability, and conviviality. We presented at the 3rd annual Tsuwano Conference which takes place in Tsuwano, Japan, in December, and aims to create the conditions for that region to link and learn from the experience of the REconomy Project in Totnes. The Local Entrepreneur Forum was highlighted in an art exhibition, In Search of the Pluriverse, in Rotterdam during the summer of 2022. We also visited a sister project, REconomy Luxembourg, who are now planning their own Local Entrepreneur Forum, there. As we did last year, we also participated in the World Localization Day, organised by Local Futures. We've also remained engaged with Devon Doughnut Collective, a local initiative aiming to operationalise Doughnut Economics for our region.

*The Local Entrepreneur Forum (LEF)* We ran our 9<sup>th</sup> LEF in September 2021 (see last year's report), and our 10<sup>th</sup> in May 2022, at the New Lion Brewery. This was symbolic since the New Lion pitched at the very first event in 2012. Four local green and social enterprises pitched for community support - Edgy Veggie, Fresh Flour Co., Totnes Bike Hub, Resilient Lives. About £30,000 was raised, along with loads of in-kind support. Over the last 10 years, about 300 local community members have invested love or money or expertise with 44 different projects with offers worth about £250,000, as well as many hugs, Tweets, a few cakes, a massage and childcare.

### ***Inner Transition***

In this period the organising group of Inner Transition - the Pulse Group - has continued to meet monthly; we have had two people join the Pulse Group and one person leave it.

- \* Our weekly relaxation and meditation group, "Time to Breathe" has continued to run throughout this time, apart from a break in August. The group takes place weekly on Mondays from 12.30 - 1.30pm at Totnes Natural Health Centre. It operates on a drop-in, donation basis and serves newcomers and regulars alike. It is well attended, and is an entry-point for visitors to Totnes who want to know more about TTT.

- \* The Inner Transition Mentoring Scheme, which has operated from the very beginning of TTT, continues to offer one-on-one mentoring to staff and activists within TTT. We have had some new mentors come on board, and have been able to assist everyone who has requested this service in the reporting period.

- \* Members of the Pulse Group have been involved in both the Climate Hub and Transition Streets during this time, providing advice, volunteer time and facilitation.

- \* We are at the beginning stages of reviving the Inner Transition Book Group, and a small group is forming to decide how to take it forward.

- \* In the past we have run courses called "Active Hope", based on the book by Joanna Macy, with the intention of supporting these courses to self-seed and propagate locally. This has indeed happened, so in the past year we have continued to support people to run these courses themselves, and passed the information along to those on our waiting list for such courses. A new edition of "Active Hope" has been published recently, and two members of the Pulse Group are participating in online facilitators' training for the new edition.

### ***Mother Roots***

The Mother Roots project was formulated from the TTT Community Champion programme in Summer 2021 and considers 'Mothering' within the context of today's global society and the problems we face. The founding premise is that 'mothering' is a way of being, an approach and



activities that are widely unseen and undervalued in relation to the true nature of their value in society. This invisibility reflects our currently dysfunctional relationship to our ecosystem and 'resources' and is reflected in our predominant economic and social systems.

Mother Roots seeks to explore more fully what 'mothering' is, how it may be made more visible and how these conversations may initiate movement toward a more resilient, socially just and regenerative culture going forward.

Over the last year Mother Roots activities have included:

- Research:
  - identify local organizations that work with mothers or women in a mothering capacity.
  - around earth-based cultures and the tools they utilize to sustain regenerative culture.
  - into the current issues in society, their relevance to 'mothering' and how we might formulate an approach to exploring and raising the visibility of 'mothering'.
- Conducting two online workshops with women's organizations and active individuals working with women and climate change. We explored how mothering might be defined and the collective and individual wounds, gifts and visions of mothering. We drew out some of the main themes arising and reported back to TTT Core Group.
- We also participated in TTT Core Group meetings and workshops.

The interest and enthusiasm for the Mother Roots project was immediate and clear, with many women keen to step forward to participate and share their voice and gifts. From these activities the MR team developed two key objectives:

- Build an online presence to curate conversations around "Mothering". Sharing creative pieces of art, writing and relevant projects, thereby facilitating discussions around mothering and raising visibility. To this end we have been developing a logo and soon hope to launch a Facebook page and related website.
- To curate local group events where we can explore and tend these topics in person, initially with mothers of children. This will be through such earth-based, culture-building tools as grief tending, celebration, community visioning, and including production of creative media. These tools can then be shared more widely.

We have compiled budgets for these objectives and are exploring possible funding pots to take the project forward. The team currently work on a voluntary basis and the project is not yet formally launched, though we are aware the topic and related themes are becoming increasingly present in the collective narrative.

### *Film Festival*

Although some limited funds are held and available for another Transition Film Festival in Totnes, the current group members realised that the sheer volume of work is too much for them, and that a paid project manager is required but cannot currently be afforded. There is an intention to reinvigorate the group and secure further funding, but with other activities placing so many demands across the TTT movement, little progress was made this year.



### ***Incredible Edible***

During winter 21/22, we held a number of pruning workshops and workdays at Follaton Arboretum and Follaton Cemetery that were well attended by volunteers and folks wanting to know more about pruning techniques and caring for an orchard. We also had a picnic event in Bridgetown to celebrate the harvest from the fruit trees we have planted there - again well attended by local residents some of whom help look after the trees.

Volunteer numbers at our various growing sites picked up as the season progressed and it was clear from comments we received how much people benefitted from volunteering with us:

*We do get some exercise from looking after Fernbank and friendships within our volunteer group have helped us to keep going.*

We've also received some lovely comments from people who use the gardens:

*Love the incredible edibles. I visit the ones near the river and the play area. So I see children and there's often a cute exchange about what I'm doing when I'm picking a few leaves and flowers and herbs.*

Over early summer, we redesigned the planting layout at Steamer Quay, creating themed planters, for instance, a salad planter, a cooking veg planter, a herb tea planter and so on. Each planter was clearly signed and individual plants also had clear signage. The hope is that this redesign will help people with little or no garden knowledge to interact more easily with the site.

*Thank you - the signs were very helpful guides to help find and identify yummy foods.*

During the summer, we held four volunteer workshop days to construct living walls at two locations in Totnes - Greenlife and The Bike Hub. During the first two days we constructed, fitted and planted up two pre-made vertical garden kits, made from recycled plastic. On the third and fourth workshop days, we constructed and planted up living walls made from upcycled pallets. As preparation for the day, pallets had been sanded down to remove splinter hazards and coated in a food safe oil in order to make them last as long as possible. We mounted one pallet planter on legs so that the working area of the planter was between 80cm and 140cm, this being the height range most suitable for wheelchair users. The second pallet was constructed at ground level so was suitable for children to work on. Several volunteers helped with the work, offering ideas and skills and learning everything needed to create vertical gardens. We hoped with the project to inspire and skill up members of the community, so we were really pleased that two of the volunteers said that they intended to build their own pallet- based living walls using the knowledge they had gained at the workshops. The living walls are flourishing at the time of writing and are very much appreciated in the community and looked after by local people.

*Thank you so much for the amazing herb walls at our shop! Staff and customers love them!*

With detailed signage, the hope is that the living walls will continue to be an in depth educational resource for anyone who is interested in vertical gardening. This is of particular benefit to those with very limited growing space, including many people in the Totnes area.

### ***Education programme: Transition Tours***

Transition Tours gives residents and visitors of Totnes a guided walk through important sites of TTT's work and landmarks of historical interest. The tours are a combination of visiting projects that are directly TTT projects or related in the context of social and ecological/environmental work, including; renewable energy, community food growing, and local economy projects. The tour also covers the cultural context of Totnes and the history of the Transition movement and

how it was designed, up to present day. We ran a couple of tours in the summer with the view to considering a more consistent schedule.

### ***TTT Communications programme:***

***Overview:*** Communications support for projects remains a key part of TTT's presence, both in our local community and worldwide. Awareness raising activity is communicated via the website, social media, newsletters and local press.

***Website:*** The TTT website was visited by 21,527 individual users this year, a 2.7% increase since the previous year. 44% of users visited from the UK, 36% from the USA and other users coming mostly from France and other European countries. Top referrals to the site came from organic search (9.3k), direct URL (7.9k), referral (2.5k), social media (2k).

***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 three channels:

Social Media Channel	Yr 2020-21	Yr 2021-22	Variation
<b>Facebook</b>			
Followers	7,277	7,651	+5%
Reach	8,335	15,154	+82%
Engagement (reactions)	197	1.3k	+560%
<b>Twitter</b>			
Followers	4,510	4,626	+3%
Reach	1.5k	37k	+2367%
Engagement	0.85%	3.32%	+2%
<b>Instagram</b>			
Followers	1,503	1,939	+29%
Reach	19,720	20,820	+6%
Engagement (likes)	744	2.9k	+290%

***Facebook*** is performing well for TTT. The demographics of our Facebook audience are: 65% women/ 35% men. Around half are aged 35-54, and the rest split broadly evenly between those older and those younger. 40% are from the UK, followed by an international following in France, Italy, Germany, USA, Spain, Brazil, Australia, Belgium and Portugal. Within the UK, the highest proportion are from Totnes and surrounding areas.

***Twitter*** has the lowest increase in followers. It is most relevant for connecting with thought leaders and journalism media.

***Instagram*** has the lowest following, yet it has the fastest growing audience, seeing a 29% increase on the previous year. Reach and engagement with TTTs core audience and local partners is relatively high compared to Twitter and Facebook. A similar demographic to Facebook with 71% women / 28% men, yet a slightly younger age group with 20% aged 20-35 and fewer aged 55+.

Newsletter email: A newsletter is emailed out every 4-6 weeks, detailing news and upcoming events. In August 2022, 1,475 people were subscribed, a slight increase on the previous year (1,329). On average, opening rates each month are between 40-50% (considerably more than the charity sector average). 51% of our subscribers regularly open the newsletter.

Printed Media: Monthly articles are featured across a double page spread in the Totnes Directory, with occasional pieces in the Totnes Times, Reconnect Magazine and Devon Live. Individual projects produce posters and flyers, with other media support as required.

## **Staff and Trustee changes**

*Sienna Lula Somers* joined the trustee board in the year, bringing a wealth of experience in campaigning, advocacy and community organising from her work across the nature, climate and social justice sectors.

Thanks go to all present and past trustees, and our volunteer minute-taker in the year, *Dee Cunnison*.

From early in the year, we were able to rebuild the TTT Office team after the staff departures and reduced activity of the difficult covid period. *Guy Erlacher-Downing* was appointed part-time Coordinator, and *Barry Cohen* was appointed part-time Office Manager / Project Support. The part-time role covering Communications (*Alex Green*) and Finance (*Pete Coleman*) returned to their pre-covid operating levels.

*Ruth Leonard-Williams* was appointed part-time Transition Streets Project Manager early in the year. *Briony Baxter* moved on from her role as part-time Incredible Edible Project Manager and *Paul Bradbury* was appointed to replace her for the second half of the year.

We were lucky to have TTT interns *Tilly Postlethwaite* supporting Transition Streets and the Climate Hub for much of the year, and *Simon Race* providing invaluable support for a busy month in August.

Certain key elements of project work were contributed by short-term freelancers, notably *Jem Friar* (Totnes Climate Hub) and *Nick Maxwell* (Transition Streets). The Totnes Climate Hub was supported by many volunteers early in the year, and managed through to launch by a smaller team of dedicated volunteers, with particular volunteer support from *Emma Hopkins* and *Jem Friar*. REconomy has been steered by long-term volunteer *Jay Tompt*; Inner Transition activities have been organised by several people and represented on Core Group by *Holly Tiffen* and *Hilary Bee*.

The trustees sincerely thank all staff, volunteers, interns and freelance helpers in the year. It has been a busy, active, successful year thanks to their efforts.

## **Key TTT achievements to celebrate:**

- We had new energy and growth in our staff team, including the recruitment of a coordinator, office manager, fundraiser, two new project managers, one new trustee, and two interns.
- The Totnes Climate Hub opened, following strong crowdfunding success and a busy, sociable launch event. We've held energy and finance advice workshops, multiple events, and have several local organisations represented in the space.
- Transition Streets launched, reaching 20 groups who went on to create activities in their neighbourhoods. Interest grew quickly from communities across the UK for the next stage of the project.
- The REconomy Project ran two successful Local Entrepreneur Forums (LEF), including the 10 year anniversary event which was held at the New Lion Brewery (which pitched at the first ever LEF).



- Incredible Edible activity grew again, including multiple events and volunteer sessions, as well as the development of vertical growing spaces 'Living Walls'.
- Transition Tours ran again, showcasing the history and current work of TTT to local people and visitors.
- We ran the first 'Project Support Session', bridging new volunteers and staff members with previous TTT projects and staff, creating a space for intergenerational knowledge sharing.
- Multiple successful events including: Energy Film Screening; Transition Streets Community Days; Apple Pressing; and more.
- We spoke at two 'Blizzard of Stories' events for Transition Network, one for Transition Streets, and one for the Climate Champions project.
- The website has been redesigned and soft-launched. Furthermore, all comms engagement has increased.

## Financial review

**Income:** Total income for the year was £83,723 (2021: £75,318). This was split 95% restricted and 5% unrestricted (2021: 27% / 73%) – this reflects some recovery in restricted income, as the charity has increased grant fundraising and charitable activities following the covid years. Unrestricted income has fallen to more normal levels as expected (the previous year being unusual for a large unrestricted grant).

Although we have been able to get our activities back up towards pre-covid levels, we are struggling to return to the average levels of grant funding received pre-covid. Despite substantial efforts researching grants and preparing bids, we have found that the funding environment for our work seems to be getting more and more difficult.

Total grants received during the year amounted to £40,722, which was 49% of income (2021: £59,480, 79% of income). We also received crowdfunding donations of £26,935 for the Climate Hub project (2021: nil). 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. Our crowdfunding campaign was supported by match-funding donations from several organisations.

We would also like to give particular thanks for project grants: £18,422 from Postcode Local Trust (Transition Streets); £10,000 from National Lottery Community Fund Awards for All (Incredible Edible); £5,000 from South Hams DC Climate Engagement Fund (Transition Streets); £5,000 from Devon Community Foundation Thrive with Five programme (Transition Streets); £2,000 from South Hams DC Councillors' Locality funds (Climate Hub); and £300 from the Totnes Trust (Incredible Edible).

£5,817 (7%) of income came from general donations (2021: £6,964 (9%)). We would particularly like to thank our regular monthly supporters, many of whom have been donating consistently for a long time.

£8,628 (10%) of income came from charitable activities (2021: £4,918 (7%)), recovering somewhat after the covid years. £1,621 (2%) of our income came from social investment income (2021:

£1,894 (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 £106,364 (2021: £51,958). This shows how well our activities have recovered after the covid years despite the challenging grant income environment, and also how much our work has benefitted from the large unrestricted grant brought forward from the previous year. Direct charitable activities expenditure doubled to £90,499 (2021: £45,011), whilst fundraising, governance and support costs rose to £15,865 (2021: £6,947).

We have applied significant staff time to grant fundraising this year, and also commissioned some freelance grant fundraising support. Such costs amounted to £5,774, of which £2,134 was applied from the restricted Community Energy fund, and £3,640 from unrestricted funds.

**Assets, Liabilities, and Reserves:** Our net assets (total reserves) fell from £149,459 to £126,818 over the year, as we increased activities post-covid and spent the unrestricted grant brought forward.

Assets at the year-end were split 0.5% tangible fixed assets (2021: 1%), and 99.5% cash & other net current assets (2021: 99%). Creditors and other liabilities were 6% of net assets at the year end (2021: 3%).

Our unrestricted general fund fell slightly in the year to £15,699 (2021: £15,899), and the unrestricted (designated) reserve fell from £50,000 to £18,081 as we spent it in line with plans. The total of restricted funds held at the year-end rose slightly to £93,038 (2021: £83,560), as both the Climate Hub and Transition Streets teams worked hard to ensure they secured some funds to carry forward into the next year.

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 2022/23.

**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 promoting sustainable means of development and regeneration, of conserving and improving the environment, of raising awareness of climate change and related issues, of working with our community to reduce energy use and emissions, and of building resilience in our local community.

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. Our 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



Nick Roberts

Dated 19/1 2023

## **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 2022 which are set out on pages 18 to 29.

### **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

26<sup>th</sup> January 2023  
Date



**TRANSITION TOWN TOTNES LTD**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**INCLUDING INCOME AND EXPENDITURE ACCOUNT**  
**for the year ended 31 August 2022**

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
<b>Income from</b>					
Donations & grants	4	4,112	69,362	73,474	66,444
Charitable activities	7	324	8,304	8,628	4,918
Investment income	5	-	1,621	1,621	1,894
Other income	8	-	-	-	2,062
<b>Total income</b>		<u>4,436</u>	<u>79,287</u>	<u>83,723</u>	<u>75,318</u>
<b>Expenditure on</b>					
Costs of raising funds	9	3,640	2,134	5,774	-
Charitable activities	9	32,915	67,675	100,590	51,958
<b>Total expenditure</b>		<u>36,555</u>	<u>69,809</u>	<u>106,364</u>	<u>51,958</u>
<b>Net income/(expenditure)</b>		<b>(32,119)</b>	<b>9,478</b>	<b>(22,641)</b>	<b>23,360</b>
Transfers between funds		-	-	-	-
<b>Net movement in funds</b>		<u><b>(32,119)</b></u>	<u><b>9,478</b></u>	<u><b>(22,641)</b></u>	<u><b>23,360</b></u>
<b>Reconciliation of funds</b>					
Total funds brought forward		65,899	83,560	149,459	126,099
<b>Total funds carried forward</b>		<u><b>33,780</b></u>	<u><b>93,038</b></u>	<u><b>126,818</b></u>	<u><b>149,459</b></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 2022


	Notes	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	11	<u>579</u>	<u>938</u>
<b>Current assets</b>			
Debtors	12	43,135	57,103
Cash at bank and in hand		90,880	95,259
		<u>134,015</u>	<u>152,362</u>
<b>Creditors: amounts falling due within one year</b>	13	(7,776)	(3,841)
<b>Net current assets/(liabilities)</b>		<u>126,239</u>	<u>148,521</u>
<b>Net assets</b>		<u>126,818</u>	<u>149,459</u>
<b>Income Funds</b>			
Restricted funds	16	93,038	83,560
Unrestricted funds			
Designated: Coordination Reserve	16	18,081	50,000
General fund	16	15,699	15,899
		<u>126,818</u>	<u>149,459</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 2022. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

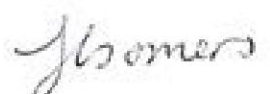
The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources 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 19/11 2023 and signed on their behalf by



Nick Roberts



Sienna Lula Somers

Company registration No. 06287039

**TRANSITION TOWN TOTNES LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31 August 2022**

**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 2022**

**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. Designated funds are unrestricted funds that have been designated for particular purposes by the trustees.

- 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 2022

<b>3 Net Income for the year</b>	<b>2022</b>	<b>2021</b>
Net income for the year is stated after charging:	£	£
Depreciation of tangible assets	193	311
Loss on disposal of tangible assets	166	-
Independent Examiner's fee	744	744

<b>4 Donations &amp; grants</b>	<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2021</b>
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	£	£	£	£
<b>Donations:</b>				
Various general donations	4,112	1,705	5,817	6,964
Crowdfunding donations	-	26,935	26,935	-
	<u>4,112</u>	<u>28,640</u>	<u>32,752</u>	<u>6,964</u>
<b>Grants:</b>				
Postcode Local Trust	-	18,422	18,422	-
National Lottery Awards for All (Incredible Edible)	-	10,000	10,000	-
South Hams DC Climate Engagement Fund	-	5,000	5,000	-
Devon Community Foundation Thrive with Five programme	-	5,000	5,000	-
South Hams DC Councillors' Locality grants	-	2,000	2,000	-
Totnes Trust	-	300	300	-
Anonymous Foundation (designated Coordination Reserve)	-	-	-	50,000
Heart of the SW Enterprise / Devon CC (Reconomy Alt/work)	-	-	-	4,500
Transition Network (Climate Emergency; Trans Streets)	-	-	-	3,980
Great Western Railways	-	-	-	1,000
	<u>-</u>	<u>40,722</u>	<u>40,722</u>	<u>59,480</u>
<b>Total Donations &amp; Grants</b>	<u>4,112</u>	<u>69,362</u>	<u>73,474</u>	<u>66,444</u>

Of 2021 grants, £50,000 was unrestricted (and designated) and £9,480 was restricted. Of 2021 donations, £4,531 was unrestricted and £2,433 was restricted.

<b>5 Investment income</b>	<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2021</b>
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	£	£	£	£
Loan interest	-	1,621	1,621	1,894
	<u>-</u>	<u>1,621</u>	<u>1,621</u>	<u>1,894</u>

Of the loan interest for 2021 all was restricted.



**TRANSITION TOWN TOTNES LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31 August 2022

**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**

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Events income	-	734	734	-
Tours	210	80	290	40
Feed in Tariff Income	-	3,023	3,023	2,397
Sundry income	114	4,467	4,581	2,481
	<u>324</u>	<u>8,304</u>	<u>8,628</u>	<u>4,918</u>

Of the incoming resources in 2021 £179 was unrestricted and £4,739 was restricted.

**8 Other income**

	2022	2022	2022	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Coronavirus Job Retention Scheme	-	-	-	2,062
	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,062</u>

Of the other income in 2021, all was restricted.

**9 Total resources expended**

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Costs of raising funds	<u>3,640</u>	<u>2,134</u>	<u>5,774</u>	-
Charitable activities				
Activities undertaken directly	26,254	64,245	90,499	45,011
Support Costs	<u>5,917</u>	<u>3,430</u>	<u>9,347</u>	<u>6,203</u>
Total	<u>32,171</u>	<u>67,675</u>	<u>99,846</u>	<u>51,214</u>
Governance costs	<u>744</u>	<u>-</u>	<u>744</u>	<u>744</u>
	<u>36,555</u>	<u>69,809</u>	<u>106,364</u>	<u>51,958</u>

Of the resources expended for 2021 £4,289 was unrestricted and £47,669 was restricted.

**TRANSITION TOWN TOTNES LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31 August 2022

**10 Resources expended**

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Activities undertaken directly</b>				
Project costs (incl freelance fees)	600	19,246	19,846	18,110
Events (incl promotion and venue costs)	465	5,252	5,717	200
Website costs	2,790	3,383	6,173	303
Staff costs – programme and projects	20,421	29,499	49,920	21,296
Rent, council tax, utilities	1,334	5,099	6,433	4,290
Insurance	383	-	383	425
Repairs and renewals	208	1,460	1,668	76
Depreciation on fixtures, fittings and equipment	53	140	193	311
Charge/(gain) on disposal of tangible assets	-	166	166	-
	<u>26,254</u>	<u>64,245</u>	<u>90,499</u>	<u>45,011</u>
<b>Support Costs</b>				
Staff costs – finance & project support	4,249	1,764	6,013	4,245
Recruitment & training	508	-	508	-
Telephone and internet	145	923	1,068	946
Printing, post, stationary	164	12	176	310
Travel	-	158	158	-
Subscriptions (incl software)	459	-	459	306
Professional fees	-	-	-	-
Sundry expenses	392	479	871	391
Bank and transaction charges	-	94	94	5
	<u>5,917</u>	<u>3,430</u>	<u>9,347</u>	<u>6,203</u>
<b>Costs of Generating Funds</b>				
Fundraising staff costs	1,900	709	2,609	-
Other fundraising costs	1,740	1,425	3,165	-
	<u>3,640</u>	<u>2,134</u>	<u>5,774</u>	<u>-</u>
<b>Governance costs</b>				
Independent Examiner's fees	744	-	744	744
	<u>744</u>	<u>-</u>	<u>744</u>	<u>744</u>



**TRANSITION TOWN TOTNES LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31 August 2022

**11 Tangible fixed assets**

	£
<b>Cost</b>	<b>Equipment</b>
At 1 September 2021	6,771
Additions in year	
Disposals in year	<u>(1,657)</u>
At 31 August 2022	<u>5,114</u>
<b>Depreciation</b>	
At 1 September 2021	5,833
Depreciation eliminated on disposals	<u>(1,491)</u>
Depreciation charge for year	193
At 31 August 2022	<u>4,535</u>
<b>Net book value</b>	
At 31 August 2022	<u>579</u>
At 31 August 2021	<u>938</u>

**12 Debtors**

	2022	2021
	£	£
Trade debtors	2,365	741
Taxes, social security & statutory payments recoverable	1,247	3,508
Hire purchase debtor	11,646	13,252
Other debtors	25,000	35,000
Prepayments and accrued income	<u>2,877</u>	<u>4,602</u>
	<u>43,135</u>	<u>57,103</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 (2021: £1,606), £6,425 within 2-5 years (2021: £6,425), and £3,615 is due after more than five years (2021: £5,221).

Other debtors represent a loan to South Devon Rural Housing Association Limited of which £5,000 (2021: £10,000) is due for repayment after more than one year; and a loan to Dart Renewables Ltd of which £12,500 is repayable after more than one year (2021: £15,000).

**13 Creditors: amounts falling due within one year**

	2022	2021
	£	£
Accruals for grants payable	1,500	1,500
Trade creditors	3,841	1,347
Taxes and social security costs	291	-
Accruals and deferred income	1,744	744
Other creditors	<u>400</u>	<u>250</u>
	<u>7,776</u>	<u>3,841</u>

**TRANSITION TOWN TOTNES LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31 August 2022**

**14 Trustees and employees**

**Number of employees**

The average number of employees during the year was 4 part-time employees (2021: 3 part-time), amounting to a full-time equivalent of 1.8 posts (2021: 0.7 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 provide a true and fair view, such costs amounting to £10,335 (2021 £8,882), and time amounting to a full-time equivalent of 0.3 posts (2021: 0.3 posts).

<b>Employment costs</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Salaries	47,077	16,377
Pension Contributions – defined contribution scheme	1,130	282
National insurance contributions	-	-
	<u>48,207</u>	<u>16,659</u>

There were no employees with emoluments over £60,000 (2021: nil).

**Trustees remuneration and reimbursement**

The trustees received no remuneration (2021: nil) nor reimbursement of expenses (2021: nil) in the year.

**15 Analysis of assets between funds**

	<b>Fixed assets</b>	<b>Net current assets</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
Designated fund: Coordination Reserve	-	18,081	18,081
General fund	164	15,535	15,699
<b>Restricted funds</b>	415	92,623	93,038
<b>Total funds as at 31 August 2022</b>	<u>579</u>	<u>126,239</u>	<u>126,818</u>

**TRANSITION TOWN TOTNES LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31 August 2022**

**16 Summary of movement in funds**

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

<b>Fund Name (Funder(s))</b>	<b>Restricted Purpose of Funds</b>
Community Energy (various funders)	To support community energy efficiency and renewable energy initiatives as per our charitable objectives .
Climate Hub (various funders)	To establish and operate the Climate Hub, for our community to respond to challenges more effectively and together.
Consolidated Food fund (various funders)	To consolidate Grown in Totnes fixed assets leased to a third party, previously spread across various funds.
Film Festival	Funds held for a future Transition Town Totnes Film Festival
Transition Streets (various funders)	To update and operate a smaller-scale roll-out of the previously successful Transition Streets project.
Transition Streets (Devon Community Foundation Thrive with Five programme)	To fund various specific costs of the Transition streets project.
Transition Streets (South Hams DC Climate Engagement fund)	To fund various specific costs of the Transition streets project.
Incredible Edible (Big Lottery Community Fund Awards for All)	To plant trees and to create public growing spaces for edible food around Totnes for the benefit of the community and the visiting public
Reconomy Centre (users' contributions to costs)	Voluntary contributions from users of the Centre for workshops, meetings and desk space.
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
Follaton Community Gardens (Follaton Cinema)	For improvements to Follaton community gardens.
Food Shed (Big Lottery Local Food)	To support the setting up of a local food hub
Climate Emergency Champions (Transition Network)	To support community members initiating local responses to climate emergency priorities.
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.

**TRANSITION TOWN TOTNES LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31 August 2022**

**16 (continued)** The movements of funds for the year ended 31 August 2022 were as follows:

	Opening Balance	Incoming Resources	Outgoing Resources	Transfers	Balance
	£	£	£	£	£
<b>Restricted funds</b>					
Community Energy	54,400	4,644	(13,160)	-	45,884
Climate Hub	-	29,966	(9,950)	-	20,016
Consolidated Food fund	15,092	-	(2,718)	-	12,374
Film Festival	4,127	-	(60)	-	4,067
Transition Streets (various funds)	1,652	18,496	(17,336)	-	2,812
Transition Streets (DCF Thrive with Five)	-	5,000	(3,040)	-	1,960
Transition Streets (SHDC CEF)	-	5,000	(4,326)	-	674
Incredible Edible	1,716	10,836	(10,019)	-	2,533
Reconomy Centre	472	5,345	(4,617)	-	1,200
Community Action for Retrofit Delivery	608	-	-	-	608
Invest in Devon Capital funds	501	-	(126)	-	375
Follaton Community Gardens	336	-	-	-	336
Food Shed	379	-	(180)	-	199
Climate Emergency Champions	2,746	-	(2,746)	-	(0)
Totnes to Dartington Cycle Path	1,531	-	(1,531)	-	(0)
	<u>83,560</u>	<u>79,287</u>	<u>(69,809)</u>	<u>-</u>	<u>93,038</u>
<b>Unrestricted funds</b>					
Designated fund: Coordination Reserve	50,000	-	(31,919)	-	18,081
General fund	15,899	4,436	(4,636)	-	15,699
	<u>65,899</u>	<u>4,436</u>	<u>(36,555)</u>	<u>-</u>	<u>33,780</u>

The Coordination Reserve fund was designated by trustees in the previous year, to fund costs of Coordination and related support in 2021/22 and 2022/23, 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.

**TRANSITION TOWN TOTNES LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31 August 2022**

**17 Control**

The charitable company has no single controlling party.

**18 Related party transactions**

There were no related party transactions that require disclosure (2021 – nil).

**19 Post balance sheet events**

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

**20 Financial commitments**

At 31 August 2022 the future minimum lease payments under non-cancellable operating leases was £5,248 due within one year (2021: £932).