

Flower Estate Family Action

(Registered Charity number 1141800)

(Company Ltd by Guarantee Number 3812051)

Financial Statements

for the year ended 31 July 2021

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Flower Estate Family Action

Legal and administrative information

Trustees

Elaine Yates
John Kite
Michele Ward

Company Secretary

John Kite

Company number

3812051

Registered Charity number

1141800

Registered office

153 Foxglove Road
Sheffield
S5 6FP

Accountant

Craig Williamson
White Rose Accounting for Charities
The Ghyll
Threapland
Aspatia
CA7 2EL

Bank

National Westminster
42 High Street
Sheffield
S1 2GE

Flower Estate Family Action

Trustees report

The Trustees present their annual report and financial statements for the year ended 31 July 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards for Smaller Entities.

Structure, governance and management

Governing document

Flower Estate Family Action is a charitable company limited by guarantee, incorporated on 22 July 1999 and registered as a charity on 11 May 2011. The company was established under a Memorandum of Association, which states the objects and powers of the company and is governed under its Articles of Association.

Reserves Policy

In line with the Charity Commission guidelines on reserves it is the policy of Flower Estate Family Action to aim to maintain unrestricted funds, which are the free reserves of the charity, at a level that equates to approximately three to six months expenditure. This provides sufficient funds to cover management, administration and support costs and to respond to emergency applications for grants that arise from time to time.

On current expenditure levels, the forecast for six months running costs is in the region of £30,000. As at 31 July 2020 our reserves stand at £20,761.

Chairs Report

FEFA have faced another challenging year with COVID 19, social distancing and lockdown restrictions meant we had to close the premises to the general public but continued to support the local community from the front door. We supported those most in need in a COVID safe manner and gained the COVID Safe rating from Sheffield City Council.

We continued to keep in touch with our learners through text, phone calls, zoom meetings and zoom craft sessions. We expanded our services to provide weekly food parcels in partnership with FareShare & Flower TARA. We became a community collection hub for Food Works Sheffield which enabled local people to buy frozen meals at only a £1 each and we also referred to the local food bank. Working with Flower TARA and other local TARA's we provided a number of basic essentials packs thanks to funding from the Community Fund.

We were the chosen charity for John Lewis who helped us provide Christmas Hampers and gifts for our nominated neighbour project. This was very hard work but thanks to volunteers helping with packing and delivery it was a great success. We had amazing feedback with some being very emotional. We continued to react quickly to the needs of the local community adapting our services accordingly. This flexibility, we feel, plays a major part in helping local people when they need it the most.

We are starting to see a light at the end of the tunnel but this also brings more challenges. The centre manager (Lesley) and trustees have still been working hard to secure funding and thanks go to Lesley and the trustees for their tireless support.

Elaine Yates

Flower Estate Family Action

Trustees report

Trustees responsibilities for the financial statements

Company law requires the trustees to prepare financial statements for each financial period which show the state of affairs of the charity and of net income or expenditure of the Company for that period. In preparing those financial statements, the Trustees are required to:

- ☐ select suitable accounting policies and apply them consistently;
- ☐ make judgements and estimates that are reasonable and prudent.
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in operation.
- ☐ state whether applicable accounting standards of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and enable the Trustees to prepare financial statements. The Trustees are responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention of fraud and other irregularities.

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

This report was approved by the Trustees on 12/11/21 and is signed on their behalf by:

E. Yates

Elaine Yates
Chairperson

Flower Estate Family Action

Independent Examiner's report on the Accounts of Flower Estate Family Action for the year ended 31 July 2021

I report on the accounts of the company for the year ended 31 July 2021 which are set out on pages 6 to 9.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- ☐ examine the accounts under section 145 of the 2011 Act;
- ☐ to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- ☐ to state whether particular matters have come to my attention.
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: 

Craig Williamson
White Rose Accounting for Charities
The Ghyll
Threapland
Aspatria
CA7 2EL

Date: 5/4/2021

Flower Estate Family Action

Statement of Financial Activities for the year ended 31 July 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Incoming resources	1				
Grants	3	1,216	62,875	64,091	24,528
Training & childcare income		6,955	-	6,955	17,120
Donations		394	-	394	1,666
Room hire		2,360	-	2,360	4,448
Total Incoming resources		10,925	62,875	73,800	47,762
Resources expended					
Salaries		3,106	20,811	23,917	26,223
Childcare		0	2,901	2,901	2,828
Tutor and course costs		0	5,922	5,922	4,623
Projects and activities		682	17,850	18,532	2,112
IT equipment		539	3,500	4,039	190
Insurance		645		645	-
Stationery and postage		41		41	69
Telephone		584		584	820
Utilities and rates		2,240		2,240	1,763
Covid 19		0	413	413	1,800
Accountancy		220	-	220	220
Other expenditure		170	-	170	699
Total resources expended		8,227	51,397	59,624	41,347
Net (outgoing)/incoming resources		2,698	11,478	14,176	6,416
Total funds brought forward		18,063	8,790	26,853	20,437
Total funds carried forward		20,761	20,268	41,029	26,853

Flower Estate Family Action
Balance Sheet
as at 31 July 2021

	Notes	2021 £	2020 £
Current Assets			
Debtors		-	-
Balance at bank and cash		41,249	27,076
Total current assets		<u>41,249</u>	<u>27,076</u>
Creditors: amounts falling due within one year	2	(220)	(220)
Net current assets/(liabilities)		<u>41,029</u>	<u>26,856</u>
Total assets less current liabilities		<u>41,029</u>	<u>26,856</u>
Total net assets		<u>41,029</u>	<u>26,856</u>
Represented By			
FUNDS			
Unrestricted funds		20,761	18,063
Restricted & Fund holding		20,268	8,790
		<u>41,029</u>	<u>26,853</u>

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

Director's responsibilities;

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

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

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

The financial statements are approved by the Board on 12/11/21 and signed on its behalf by:

E. Yates

Elaine Yates
Chair

Flower Estate Family Action

Notes to the financial statements for the year ended 31 July 2021

1 Accounting Policies

(a) Basis of preparation

The Financial Statements have been prepared in accordance with the Companies Act 2006, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (effective from January 2015 and updated with effect from January 2016) - (the Charities SORP (FRS102)), as modified for smaller charities.

The Charity meets the definition of a public benefit entity as defined under FRS102.

(b) Income

Grants donations and Income from charitable trading activities are recognised in full in the Statement of Financial Activities in the year in which they are received.

(c) Restricted Funds

Restricted funds are used for specific purposes as laid down by the donor. Expenditure which meets the criteria is identified to the fund together with a fair allocation of management and support costs.

(d) Unrestricted Funds

Unrestricted Funds are other income received or generated for the objects of the Company without further specified purpose and are available as general funds.

(e) Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of V.A.T. The company is not VAT registered.

(f) Tangible Fixed Assets and Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its useful life.

At present there are no fixed assets.

(g) Fund Accounting

Funds held by the Company are either restricted funds or unrestricted general funds. Unrestricted funds are funds which can be used in accordance with the charitable objects at the discretion of the trustees. Restricted funds that can only be used for a particular restricted purposes within the objects of the Company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Flower Estate Family Action

Notes to the financial statements for the year ended 31 July 2021

2 Creditors; amounts falling due within one year

These are expenses that have been incurred but have not been billed or paid for during the accounting period. They are in respect of:

	2021	2020
	£	£
Accruals	220	220
	<u>220</u>	<u>220</u>

3 Grants

	Total 2020	Total 2019
	£	£
Awards for All	9,156	-
Brelms Trust CIC	-	4,800
The Co-operative Foundation	573	-
John Lewis	1,200	-
HMRC Job Retention Scheme	16	3,624
Henry Smith Charitable Foundation	22,000	-
Sheffield City Council - COVID	4,900	-
Sheffield City Council	12,550	7,830
Sheffield City Council - Capital	4,994	-
SOAR	6,894	1,508
South Yorkshire Community Fund	-	4,486
Flower Estate TARA	1,808	1,280
TESCO	-	500
Voluntary Action Sheffield	-	500
Total	<u>64,091</u>	<u>24,528</u>

4 Restricted funds and fund holding movements

	Brought forward	Income	Expenditure	Carried forward
Awards for All	-	9,156	(9,156)	-
Brelms Trust CIC	1,040	-	(1,040)	-
The Co-operative Foundation	-	573	(72)	501
Flower Estate TARA	-	1,808	(419)	1,389
Henry Smith Charitable Foundation	-	22,000	(16,289)	5,711
SCC - Community Champions	-	10,000	(1,192)	8,808
SCC - Community Fund Activity Packs	-	700	(700)	-
SCC - HAF	-	700	(700)	-
SCC - Zoom Crafts	-	1,150	(1,150)	-
SCC - Laptops	-	4,994	(4,994)	-
SCC - COVID	7,350	4,900	(8,676)	3,574
Sew easy	400	-	(115)	285
SOAR - Holiday Hunger	-	6,894	(6,894)	-
	<u>8,790</u>	<u>62,875</u>	<u>(51,397)</u>	<u>20,268</u>