

# Reference and Administrative Details of the Company

**CENTRE 33 (ST ALBANS) LIMITED (A company limited by guarantee)**

**Reference and Administrative Details of the Company its Trustees and Advisers for the period ended 31 December 2022**

## **Board of directors/trustees as at 31 December 2022**

Mr A Ashton  
Mr RE Barrett  
Mr AP Copley  
Mr P Graham  
Mr DM Grimshaw  
Mr CFT Lewis  
Dr M O'Neill  
Mr C Simmons (resigned 31 July 2022)  
Mrs PA Williams JP, DL

## **Company registered number**

7955132

## **Charity registered number**

1146438

## **Registered office**

2a Spicer Street  
St Albans  
Herts AL3 4PQ

## **Company secretary**

Mr AP Copley

## **Independent examiner**

Mr R McClure  
Chartered Accountant  
Unit 82739  
PO Box 6945  
London  
W1A 6US

## **Bankers**

Lloyds TSB  
36 Chequer Street  
St Albans  
Herts AL1 3YQ

# Report of the Directors

**CENTRE 33 (ST ALBANS) LIMITED (A company limited by guarantee)**

## **Report of the Directors for the period ended 31 December 2022**

The Board of Directors (members of which are also Trustees for the purposes of the Charity Commission) present their annual report for the year ended 31 December 2022. The Directors confirm that the annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing body and the current provisions of the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)).

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **a. Constitution**

Incorporated under the Companies Act 2006 on 20 February 2012, the company (number 7955132) is a private company limited by guarantee, does not have a share capital and is governed by its Memorandum and Articles of Association. The company is also a charity (number 1146438).

The directors, who were also trustees throughout the financial period, unless stated otherwise, were:

Mr A Ashton  
Mr RE Barrett  
Mr AP Copley  
Mr P Graham  
Mr DM Grimshaw  
Mr CFT Lewis  
Dr M O'Neill  
Mr C Simmons (resigned 31 July 2022)  
Mrs PA Williams

Mr Bob Barrett and Mr Andrew Copley were due to retire, or retire by rotation and, being willing to offer themselves for re-election, were re-elected at the Annual General Meeting held on 21<sup>st</sup> June 2022. Dr Melanie O'Neill agreed to be Chairman following the resignation of Mr Colin Simmons.

### **b. Method of appointment or election of board of directors**

Potential members of the board/trustees are identified by their profession and experience and consideration is given to how these attributes may complement those of the existing trustees to provide a broad skill base to meet the challenges and responsibilities of the Company. Prospective members are invited to attend meetings so that they may gain an insight into the operation of the Company and an understanding of the responsibilities to be undertaken and the commitment required.

### **c. Policies adopted for the induction and training of board members**

Beyond basic induction procedures no formal training is usually provided as this should not be necessary due to the background and experience of the prospective members.

#### **d. Organisational structure and decision making**

The board/trustees are responsible for the supervision of the activities of the Company. It has a minimum of five meetings annually and full minutes are circulated to all directors/trustees, all of whom are volunteers. The minutes are made available to the independent examiner.

The day-to-day management of the Centre is organised by the Trustees, and carried out by the Trustees and the volunteers.

#### **e. Risk management**

The directors/trustees have assessed the major risks to which the charitable company is exposed and are satisfied that the systems are in place to mitigate exposure to those risks.

### **POLICIES AND OBJECTS**

The objects of the charitable company are contained in the company's articles of association and are the relief of persons in need who are homeless or suffering from psychological or physical infirmity or who by reasons of adverse circumstances, ill health or who are suffering or have suffered a legal restriction on their liberty in any penal or corrective establishment are in need of help in acquiring a settled way of life and in particular but without limiting the generality of the foregoing by the provision for such persons of a shelter (or a home of rest) and the comfort of friendship.

### **ACHIEVEMENTS AND PERFORMANCE**

#### **a. Going concern**

After making appropriate enquiries, the directors/trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they adopt the going concern basis in preparing the financial statements.

#### **b. Review of activities**

The Company continues its services to those in need in St Albans through the provision of hot food and hot drinks. The Company is grateful to the Salvation Army in St Albans for the use of its premises in Victoria Street to provide its services in the evenings. The Company continues to purchase its food and supplies, finding that this is both easier to manage operationally, but also enables the Company to provide a more varied and balanced diet to those who use its services. As shown in the financial statements accompanying this report, this has resulted in a year on year increased spending. The deficit for the year is not of concern to the directors for the next few years, given the reserves available, but the directors are looking to at least match income with expenditure in the next few years.

# **Directors' Responsibilities Statement**

## **CENTRE 33 (ST ALBANS) LIMITED (A company limited by guarantee)**

The Directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Statements (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors to prepare financial statements for each financial year. Under company law, the Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Directors are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and accounting estimates that are reasonable and prudent; and
- Prepare the financial statements on the ongoing concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Provision of information to Independent Examiner**

Each Director has confirmed that:

So far as that Director is aware, there is no relevant financial information, of which the company's independent examiner is unaware: and

The Directors have taken all the steps that ought to have been taken as a Board in order to be aware of any information needed by the company's independent examiner in connection with preparing his report and to establish that the company's independent examiner is aware of that information.

### **Independent Examiner**

Mr Richard McClure indicated his willingness to continue to examine the company's financial statements and the Directors will propose a motion to reappoint him at the next Annual General Meeting.

This report was approved by the Directors on 19<sup>th</sup> September 2023 and signed on their behalf by

Mr AP Copley, Director.

# Report of the Independent Examiner to the Trustees

## **CENTRE 33 (ST ALBANS) LIMITED (A company limited by guarantee)**

**Report to the trustees/directors of Centre 33 (St Albans) Limited (company number 7955132 and charity number 1146438) on the accounts for the year ended 31 December 2022 as set out on the following pages 6 to 11.**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2022.

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

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

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

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed

Richard McClure  
Chartered Accountant  
Unit 82739  
PO Box 6945  
London  
W1A 6US

**CENTRE 33 (ST ALBANS) LIMITED**

(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2022**

	<b>Note *</b>	<b>2022 £</b>	<b>2021 £</b>
<b>INCOMING RESOURCES (UNRESTRICTED)</b>			
Incoming resources from generated funds			
Voluntary income	2	25,926	20,010
Investment income	3	107	34
<b>TOTAL INCOMING RESOURCES (UNRESTRICTED)</b>	4	<b>26,033</b>	<b>20,044</b>
<b>TOTAL INCOMING RESOURCES (RESTRICTED)</b>		<b>0</b>	<b>0</b>
<b>TOTAL INCOMING RESOURCES</b>		<b>26,033</b>	<b>20,044</b>
<b>RESOURCES EXPENDED</b>			
Charitable activities	5	29,451	16,571
Governance costs	6	299	299
<b>TOTAL RESOURCES EXPENDED</b>		<b>29,750</b>	<b>16,870</b>
<b>NET (DEFICIT) / SURPLUS FOR THE YEAR</b>		<b>(3,717)</b>	<b>3,174</b>
<b>TOTAL FUNDS BROUGHT FORWARD</b>		<b>57,882</b>	<b>54,708</b>
<b>TOTAL UNRESTRICTED FUNDS AT 31 DECEMBER</b>		<b>54,165</b>	<b>57,882</b>

\* The notes on pages 8-11 form part of these financial statements

**CENTRE 33 (ST ALBANS) LIMITED**

(A company limited by guarantee)

**BALANCE SHEET****AS AT 31 DECEMBER 2022**

	<b>Note</b>	<b>2022</b>	<b>2021</b>
<b>CURRENT ASSETS</b>			
Debtors and prepaid expenses		0	0
Cash at bank and in hand		56,765	58,382
<b>CURRENT ASSETS TOTAL</b>		<u>56,765</u>	<u>58,382</u>
<b>CREDITORS: Amounts falling due within one year</b>			
Accruals and deferred income		(2,600)	(500)
<b>NET ASSETS</b>		<u>54,165</u>	<u>57,882</u>
<b>Represented by:</b>			
<b>ACCUMULATED UNRESTRICTED FUNDS</b>			
Funds brought forward		57,882	54,708
Surplus /(Deficit) for the year		(3,717)	3,174
<b>TOTAL FUNDS</b>		<u>54,165</u>	<u>57,882</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime (Note 1 page 8).

Approved by the board of directors on 19 September 2023 and signed on their behalf by

Mr AP Copley, Director

## **CENTRE 33 (ST ALBANS) LIMITED**

(A company limited by guarantee)

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022**

#### **1. ACCOUNTING POLICIES**

##### **1.1 Basis of preparation of financial statements**

The financial statements have been prepared under the historic cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), and the Companies Act 2006.

##### **1.2 Company Status**

The company is a company limited by guarantee. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

##### **1.3 Incoming Resources**

All incoming resources are included in the Statement of Financial Activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

##### **1.4 Resources Expended**

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities.

##### **1.5 Fund Accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.



## 1.6 Non-monetary donations

Non-monetary donations are included in both income and expenditure if it is possible to measure the cost of the goods or service provided reliably. It is not possible to quantify the provision of time given by both trustees and volunteers and this is therefore not included in income and expenditure - but is described in note 7. It is also not possible to quantify the provision of Centre 33's premises at Spicer Street or the temporary use of the Salvation Army Citadel, both of which are described in note 7.

## 1.7 Tangible Fixed Assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is calculated on a straight line basis to write off the cost over its estimated useful life as follows: Equipment: 5 years. Fixed assets with a value under £1,000 are written off as expenditure in the Statement of Financial Activities.

## 2. VOLUNTARY INCOME

	2022 £	2021 £
Grants	5,250	500
Donations	20,676	19,357
Fund raising	0	153
	<u>25,926</u>	<u>20,010</u>

## 3. INVESTMENT INCOME

	2022 £	2021 £
Bank interest	<u>107</u>	<u>34</u>

## 4. UNRESTRICTED INCOME

A grant of £5,000 was received from Hertfordshire Community Foundation for the provision of hot meals and other support to local people in need. A grant of £2,600 was received from St Albans City and District Council Household Support Fund for the provision of meal vouchers to visitors between January and March 2022. Both grants are aligned with the sole purpose of Centre 33.

## 5. RESOURCES EXPENDED ON CHARITABLE ACTIVITIES

	2022	2021
	£	£
Volunteer management and support	12	116
Volunteer coordinator ex gratia payment	0	0
Food and other household costs	22,191	10,495
Repairs and maintenance	2,352	565
Heat, light and utilities	1,244	1,278
Personal Computer	0	0
General administration	1,652	1,032
Clothing and sleeping bags	0	586
Special outgoings	2,000	2,499
	<hr/>	<hr/>
	29,451	16,571

### Special outgoings

Centre 33's premises, 2A Spicer St, closed in March 2020, when national restrictions on movement were imposed to control Covid-19 infections. Centre 33's trustees worked with other local charities to ensure food was available to homeless people. A donation of £1,000 was made to the Vineyard foodbank in 2021. £498.97 was donated to Hightown in 2021 to cover the cost of mobile phones and vouchers to assist communication with residents confined to their rooms in the Open Door shelter in St Albans. In April 2021, Centre 33 began operating a takeaway meal service from the Salvation Army Citadel in St Albans. A donation of £1,000 was made to the Salvation Army in 2021 towards the cost of gas and electricity for cooking and serving the meals. In 2022, donations totalling £2,000 were approved to be paid to the Salvation Army to cover the costs of gas and electricity used in cooking and serving meals, £1,000 of this donation was accrued at 31 December 2022.

## 6. RESOURCES EXPENDED ON GOVERNANCE ACTIVITIES

a) Governance costs include the specific costs directly involved with the constitutional issues of the company as opposed to generating voluntary income, fund raising or undertaking charitable work to meet its objects.

b) Trustees are not remunerated but are entitled to reimbursement of reasonable costs incurred in the furtherance of their duties. No expenses were paid to trustees in the year (2021:nil).

c) The trustees incur expenditure on behalf of the charity and this expenditure is reimbursed to them. The amount to be reimbursed for 2022 was £23,174 (2021: £11,989). 5 (2021: 7) trustees were reimbursed for expenditure incurred.

d) No charge was incurred for the independent examination of the accounts (2021: nil).

## 7. DONATIONS IN KIND

**Rent:** The premises occupied by Centre 33, 2A Spicer St, St Albans AL3 4PQ are owned by St Albans District Council. They are leased to Centre 33 rent free. The Salvation Army offered the use of its premises, at the Citadel, 16-18 Victoria Street, St Albans AL1 3JB rent free throughout 2022 for provision of the takeaway meal service.

**Voluntary work:** Centre 33 is operated entirely by volunteers, of which there are approx 100 listed as active on Centre 33's database. During the year, rota volunteers donated 1,820 hours (2021: 1,110 hrs) of their time. Centre 33's 10 trustees donated time to running the charity: it is not possible to provide an accurate estimate of this time during the year.