

Fallowfield Library & Community Resource Centre

Financial Statements

for the year ended 31st March 2021

Fallowfield Library & Community Resource Centre Report of the trustees for the year ended 31 March 2021

The trustees present their report and unaudited financial statements for the year ended 31st March 2021.

Reference and Administrative Information

Charity name: Fallowfield Library & Community Resource Centre

Other name by which it is known: The Place at Platt Lane

Charity Registration Number: 1158360

Registered Office: The Place at Platt Lane
Fallowfield Library (Ground Floor)
Platt Lane
Fallowfield
Manchester
M14 7FB

Trustees

Trustee Name	Office (if any)	Dates acted
Samantha Barber	Chair	01/04/20 to 31/03/21
Stuart Lynd	Treasurer	01/04/20 to 31/03/21
Zoe Goddard		01/04/20 to 31/03/21
Derek May		01/04/20 to 31/03/21
Susanne Martikke		01/04/20 to 31/03/21
Val Bayliss-Brideaux		01/04/20 to 31/03/21
Grace Fletcher-Hackwood		01/04/20 to 20/03/20

Principal Staff

Rob Willis (Centre Development & Partnership Manager)

Lil Luckham (Support Assistant)

Independent Examiner

Paul Cowham FCA DChA
Green Fish Resource Centre
46 – 50 Oldham Street
Manchester
M4 1LE

Fallowfield Library & Community Resource Centre Report of the trustees for the year ended 31 March 2021

Objectives and activities

Objects

The objects of the CIO are as follows:

- 1) To advance the education of the public in Fallowfield and the surrounding area in particular by the provision of a lending library;
- 2) To further or benefit the residents of Fallowfield, the wider neighbourhood and people visiting the area, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

Activities undertaken for public benefit in relation to objects

Please note: the summary of activities listed below refer to our normal operations, which were severely disrupted (with most being completely curtailed) from 21/03/20 onwards and throughout 2020/21 due to the Covid-19 pandemic and the associated lockdowns and other restrictions. This is explained in greater detail in the 'Performance' section on pages 5-7, together with details of how we responded to repurpose ourselves as the local community support hub for Fallowfield.

1. A broad portfolio of activities are normally undertaken for public benefit at our centre ('The Place'), under normal circumstances we are open seven days a week and most evenings too to offer a wide and growing range of socially valuable activities and services;
2. A Community Managed Library service is normally hosted at the premises for 23 hours per week; n.b. the CIO does not deliver this service alone, it is supported by Manchester City Council (MCC) Library Services. Rather the CIO provides a base from which the library can operate and supports the service delivery via volunteers sourced via the CIO (further, we do normally deliver some library sessions on a 'volunteers only' basis and plan to return to and extend these in future);
3. A range of vocational and non-vocational training/education course are normally hosted at the Centre; these are delivered via various accredited training suppliers including Manchester Adult Education Services (MAES). The courses are diverse and include Talk English ESOL courses (via MAES), plus different vocational training courses (via a range of providers);
4. Two separate 'Forever Young' sessions are normally offered per week plus a weekly 'Knit & Natter' group – these are over 50's groups established to combat loneliness and social isolation by providing a friendly, accessible, stimulating and supportive environment for older local people;
5. A range of advisory services normally operate from our Centre, these include weekly surgeries by local ward Councillors, Citizen's Advice Bureau, 'One Money' Financial Inclusion, Debt & Benefits Advice by a local Housing association and a monthly surgery held here by the local MP;
6. A weekly Community Grocer normally operates each Friday morning to alleviate food poverty, prevent food wastage and provide a focal point for community cohesion; Fallowfield & Withington Food Bank normally operate their busiest local distribution centre from The Place each Wednesday; South Manchester Credit Union normally operate a collection and advice point at The Place each Thursday and Saturday morning.

Statement on Trustee regard to the Charity Commission Guidance on Public Benefit

The Trustees of Fallowfield Library & Community Resource Centre hereby confirm that they have taken full regard of the guidance on public benefit issued by the Charity Commission when exercising any powers or duties to which the guidance is relevant. In particular, the Trustees believe that the list of activities detailed above show complete accord and compliance with such guidance 'and are all examples of furthering the charity's purpose (as defined in its objects described above) for the public benefit.

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Contribution by Volunteers

Many of our normal activities are supported by volunteers, principal amongst these being our Community Managed Library (CML) service, which could not function without volunteers. Because of our closure followed by restrictions, most aspects of volunteering were adversely affected, with Library volunteering reduced to 24 weeks of operation at 2 days (5 hours each) per week. This gave a total of 240 volunteer hours contributed by 10 volunteers. In addition, the emergency response hub and associated projects benefitted from 12 volunteers contributing a total of 2,236 volunteer hours.

Statement on Grant making

The CIO has no policy on grant making as this does not form part of its current or planned future activity.

Financial Review and Reserves Policy

Given subsequent events it was fortunate that the CIO entered the 2020/21 finance year with a significant level of reserves, totalling £81,355 and representing 11 months' worth of unrestricted spend (based on historical running costs). As reported in last year's Trustees Annual Report, The Place closed to the public on 21/03/20 because of the coronavirus pandemic with the trustees recognising at that time that there was a lot of uncertainty around the ongoing Covid 19 pandemic, including the financial implications of our closure. Trustees considered that the healthy level of reserves at 31 March 2020 were important to ensure the charity was able to continue as a going concern and be able to weather the challenges presented by the pandemic.

Under normal (i.e. pre-pandemic) circumstances, the CIO's main and virtually sole source of self-generated income is from room hire charges paid by organisations who hire space to deliver activities at our Centre (The Place). However, our enforced temporary closure saw room hire income this finance year plummet to practically zero. For context, in 2019/20 we generated over £34,000 from room hire and had expected this to increase to at least £40,000 in 2020/21 before Covid 19 intervened. Our preferred trading model is based on generating income from both external grant funders and room hire, with our long term aspiration being to move towards self-generating an increasing proportion of our overall income via room hire charges. Until now this strategy was working as we have generated an ever increasing proportion of overall income from room hire each year since our inception.

We have been fortunate in the immediate term in securing emergency funding support from a number of sources (see below for more details) to help bridge this gap, plus our existing core funders continued to fund us despite the fact that our normal funded activities had to cease. Trustees and staff of the CIO wish to record their appreciation and gratitude for the tremendous understanding and flexibility shown by these funders. The following quotes from the Our Manchester Voluntary & Community Sector grant team being symptomatic of their recognition of how we repurposed ourselves to provide emergency support to our community:

"Firstly can we thank you all for your continued efforts to support residents and communities in the city, including some of those that are most vulnerable at this extremely difficult and challenging time. We know a lot of groups have now closed their buildings or reduced their offer but are continuing to deliver critical services remotely wherever possible and have been adapting services to meet the constantly changing demands of their service users. We applaud you for all your continued efforts". (from just after the first lockdown).

"Over the summer, we have seen the first tentative steps of reopening or part-opening of local provision, and the strengthening of offers that you have adapted and are carrying forward with service users". (from later in the year).

The combination of our success in securing emergency grant funding, together with the flexibility and understanding of our existing (pre-pandemic) funders, enabled us to ride out the 2020/21 year in a

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sound financial condition. However, had we not been as successful with our external funding procurement we would have been entirely reliant on our reserves for our survival. This has also reinforced our belief that we should continue with our mixed economy model of generating our own income from room hire whilst also seeking grant funding towards our core costs. Our view is that this approach spreads our risks should either be compromised (e.g. as room hire income has been due to the pandemic); whilst access to grant funding, either core or emergency, in an extremely competitive environment, can never be guaranteed.

Considering the above, and given recent events which have exposed many VCS sector organisations to significant risk of insolvency (largely due to them having insufficient reserves), trustees feel that maintaining a higher level of reserves than might be considered normal for the sector is a sensible strategy going forward. The pandemic has taught us to plan for the unexpected, and we consider it too risky to rely on access to emergency grant funding for reasons explored above.

Previously, the CIO's Reserves Policy was to have sufficient unrestricted and free reserves as a contingency to initially cover twelve months of operations in the absence of any external funding or other income, this being based on historical running costs calculations (i.e. Annual Service Charge payable to Manchester City Council, or MCC; employment costs associated to Support Assistant post; and insurances and other sundry costs). However, as reported last year, the CIO is also now responsible for paying 50% of the annual costs of employing the Centre Development & Partnership Manager. Prior to last finance year 2019/20, the full employment costs of this post have been borne by One Manchester (salary plus on costs) with no recharge to the CIO, but the 50% contribution now applies on an annual basis (see 'Relationship with Related Parties and other bodies' on page 7 below and Note 3 accompanying the financial accounts). Further, this arrangement is likely to be confirmed as part of a Service Level Agreement (SLA) to be developed in 2021/22 detailing all the arrangements and responsibilities of each party (i.e. the CIO and One Manchester).

Therefore, the CIO Board is mindful of the need to retain a higher level of free reserves to accommodate for this increase in costs going forward. Taken in combination with our policy to build up reserves to provide a medium to longer term buffer against large scale/longer term contingencies (with the pandemic being an obvious example), trustees consider it prudent to build up and retain a minimum of 18 months' worth of running costs as a free reserve going forward. At 31/03/21 our reserves stood at £101,553, representing approximately 17 months' worth of running costs.

Core funding secured in 2020/21 (£38,650 total)

- MCC's 'Our Manchester' Voluntary & Community Sector (OMCVS) Grant (£20,000 in 2020/21 as the third part of £60,000 over three years to 2020/21);
- Manchester Health & Care Commissioning's Older Persons Neighbourhood Support (OPeNS) Grant (£10,650 in 2020/21 as the first part of £21,300 over two years to 2021/22);
- MCC's Manchester Work Club Grant (£8,000 as a one year allocation for 2020/21 only).

Emergency funding secured in 2020/21 (£42,800 total - one year only)

- Retail, Hospitality & Leisure Grant £25,000;
- National Lottery Community Fund £17,500;
- Forever Manchester Community Centre Fund £300.

In addition, the CIO also successfully bid for a total of **£14,855** in project funding to support various initiatives as part of our community support programme in response to the pandemic and lockdowns (see 'Achievements and Performance' section below for details). As far as CIO finances are concerned, this was 'money in - money out' with 100% of this funding going to support activities with nothing being retained by the CIO.

Please note: the CIO neither holds any investments nor has any current plans to do so; therefore we currently have no investments policy.

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Achievements and Performance

Achievements

1. Following closure to the general public and the cessation of our normal range of activities and services, The Place was able to repurpose extremely quickly and effectively to act as the local emergency response hub and the lead partner in the 'Fallowfield versus Coronavirus' community mutual aid partnership group;
2. The above saw The Place acting as the base and fulcrum of the local emergency response initiative, working with a range of partners to support those in need locally;
3. For the second successive year, the CIO was able to contribute 50% towards the full employment costs of the Centre Development & Partnership Manager post (salary plus on costs), prior to 2019/20 these costs had previously been 100% covered by One Manchester;
4. The above reflects the continuing financial stability of the CIO and prepares the ground for the future when the CIO may be solely responsible for recruiting and paying a replacement when the current postholder eventually retires;
5. The CIO was successful in securing £42,800 in emergency funding (the majority from the central government's Retail, Hospitality & Leisure Grant and the National Lottery Community Fund); this more than offset the loss of circa £40,000 in lost room hire income due to the closure of our facility to the public;
6. In terms of core funding during 2020/21, the CIO also secured the following: £20,000 from 'Our Manchester' Voluntary & Community Sector Grant; MCC Manchester Work Club funding of £8,000 and £10,650 from the OPeNS grant administered by Manchester Health & Care Commissioning;
7. The three core funding grants above also demonstrate tremendous local buy in to what we do at The Place. This is pleasing because it shows recognition of the fact that we do have a huge positive impact on our neighbourhood and community and local funders are therefore willing to invest in our facility and activities;
8. In order to resource the emergency response hub and associated activities the CIO also successfully bid for the following local grants: Forever Manchester £4,200; Neighbourhood Investment Fund (NIF) grant £3,500; One Manchester Holiday Hunger grant £2,000; a further NIF grant of £1,290; and two grants from We Love Manchester totalling £3,865
9. Trustees, staff and volunteers of the CIO wish to place on record their thanks and appreciation to all the funders listed above

Performance

Inevitably, the entire year was dominated by the Covid-19 pandemic, with The Place having closed to the public on 21/03/20 and either remaining completely closed to the public or subject to severe restrictions and constraints throughout the entire 2020/21 year.

However, despite this necessary and enforced closure, which inevitably curtailed our normal range of activities and services, rather than just accepting the situation and doing nothing, we believe that the CIO, its trustees, staff and wonderful volunteers really stepped up to the plate to support our local community when they really needed us.

Under normal circumstances The Place is a vibrant community hub, hosting a wide range of activities and services to support local people regarding their wellbeing (physical and mental), learning, education, skills, employability and culture. Beneficiaries include everyone from preschool age children through to the older members of the community, and from all ethnic and ability backgrounds. We support all our local people, including those who are unemployed, low skilled, financially excluded, socially isolated, or suffering from poor mental or physical health; together with people who want to take up new hobbies or learn new skills and those wishing to meet others. For an historical context, in our last year of normal operation (i.e. 2019/20) there were 32 separate activities and services operating from The Place, including: Credit Union, Food Bank, Community Grocer, several commissioned health support initiatives, Advice & Advocacy Support Surgeries (including Citizens Advice, MP Surgery, local councillors drop in, debt & benefit advice), mental health support, ESOL classes, a Community Choir and a Community Library service amongst many others.

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This year, although temporarily closed to the public and with normal operations suspended, we responded by repurposing ourselves to open as the emergency Covid-19 response hub for Fallowfield, leading a mutual aid initiative alongside a group of local community volunteers and with strong links with the council, local councillors, local housing associations, and local voluntary and statutory workers in the area, based around a facebook group called 'Fallowfield Vs Coronavirus'.

This has essentially been a combined community effort to assist local people in Fallowfield experiencing acute food shortages and/or isolation, and has also signposted people to other kinds of support.

The CIO secured local funding to purchase a large amount of non-perishable food, plus activities to do at home (providing mental stimulation to enhance wellbeing and including: arts & craft packs, mindfulness colouring sets, jigsaws, puzzles and games). These supplies and other items were stored at The Place for collection and delivery by local volunteers to local people in need who contacted the group via a widely promoted phone number or word of mouth via our locally based staff and volunteers, or via our wider network.

This essential support service operated extremely efficiently with response times for emergency food parcels typically being within one hour of the request being received.

In addition, and due to the generosity of funders listed earlier, the CIO was able to organise a variety of projects to help with community wellbeing. These included: 'Arts Eat Read Repeat', Christmas Hampers, 'The Story of Me', and distribution of wellbeing packs. Rather than a written summary, please visit the link to our website below which will take the reader to a series of five short 1 minute videos showcasing how these initiatives had a huge positive impact on our community:

[News \(theplacefallowfield.co.uk\)](https://theplacefallowfield.co.uk)

Further, the information in the social media links below highlights the great work that went on at The Place to support our community over the year and in particular during the lockdown periods:

<https://thenorthernquota.org/news/fallowfield-library-brings-community-closer-through-lockdown-initiative>

"Welcome to your Forever Manchester Newsletter as we bring you more stories of amazing community groups responding to the impact of Covid-19".

https://forevermanchester.com/supporting-our-local-heroes-the-place-at-platt-lane-fallowfield-manchester/?utm_campaign=350494_29%2005%2020%20Newsletter&utm_medium=email&utm_source=Forever%20Manchester&dm_i=557N,7IFY,2ZUJ47,T8FR,1

However, despite the various lockdowns and our general closure for much of the year, and severe limitations on numbers and activities when we were able to partially reopen (always in full accordance with government rules and guidelines), some of our 'normal' activities did take place albeit in reduced or amended format.

The pattern of our limited opening (to the public) over the year unfolded thus: we temporarily closed completely to the public in late March 2020 and then partially reopened with a limited resumption of some services and activities in August 2020, but again ceased most of these because of the second lockdown from 5th November (although a couple of activities which qualified as exemptions under the permitted exceptions for education or places of worship did continue).

The activities that did take place are listed below:

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Activities, Courses and Services hosted/delivered at The Place:

1. The Community Managed Library (CML) that we operate in partnership with MCC Libraries was closed entirely until 14/09/20 when it opened on reduced hours of 10am to 3pm on Mondays and Wednesdays only (a total of 10 hours per week as compared to the 23 hours per week over 5 days we would be open under normal circumstances). This service then ceased for a few weeks due to the second lockdown on 05/10/20 and resumed on the 10 hours per week basis on 02/12/20, carrying on throughout the remainder of 2020/21. The service operated under strict hygiene (e.g. mandatory sanitizer and face masks) with restrictions on numbers (to comply with social distancing rules). A full breakdown of library usage statistics and visitor numbers is given below, inevitably these are massively down on the figures for 2019/20 but alternative channels of engagement via electronic books (i.e. Borrowbox) did enable more people to loan books than would otherwise have been possible;
2. Manchester Adult Education Service (MAES) delivered Talk English ESOL classes each term time Thursday 10.00am to 3pm (the intake was split in two to reduce numbers on site to comply with social distancing requirements, with one cohort learning in the morning and the other in the afternoon). This operated from 17/09/20 until 17/12/20 and was allowed to take place under the exemptions for education. MAES decided to offer this course remotely from January 2020. The course supports non English speaking people at Pre Entry & Entry Level 1 ESOL level so they can gain the language skills to integrate within the wider community and access basic services and other opportunities that they would otherwise be excluded from;
3. Trinity Church held their weekly service each Sunday morning 9.00am-12.00 noon from 26/07/20, although this was during lockdown they were allowed under the exemptions for places of worship and under very strict hygiene and social distancing conditions. They also offered a quiet space for private prayer, with strict limits on numbers, on Sunday afternoons during the second lockdown.
4. Work Club sessions ran each Tuesday 9.30pm-4.00pm from 16/02/21 until year end; this operated on an appointment basis to ensure strict limits on numbers for social distancing reason. Prior to this, support had been provided remotely to jobseekers via email, telephone and Zoom;
3. South Manchester Credit Union operated a much reduced and strictly controlled service from The Place each Thursday morning 10.00am-1.00pm from throughout the operative period.

Please note: most other services that normally operate from The Place provided support remotely throughout the year, including: Self Help Services (a mental health support charity); Citizen's Advice Manchester; One Money' Debt Advice/Financial Inclusion service; MoreLife weight management; Be Well social prescribing and one to one support, amongst others. Further, although neither Fallowfield & Withington Foodbank nor Healthy Me Healthy Communities (our partner in our Community Grocer) operated their normal service at The Place, both continued to work with us as part of the Fallowfield versus Coronavirus initiative, and brought considerable and highly relevant expertise to the joint effort to get emergency food supplies to people in need.

Community Outreach Library (01/04/20 – 31/03/21)

Owing to the extremely limited opening of the CML, the figures presented below are hugely down on previous years. Given the circumstances, there was also a pronounced channel shift from physical books to e-format loans particularly while the CML was closed, so some statistics from MCC Libraries Borrowbox service have been included..

Physical Books issued = 369
E-Format Books issues (eBooks and eAudio books) = 3,519
Total loans = 3,888

Active Members (borrowed books or used PCs) = 650
Additional Borrowbox members (e-format) = 150
Total members = 800

Library PC usage by library members = 898 hours usage

Number of visits to library = 334

Fallowfield Library & Community Resource Centre Report of the trustees for the year ended 31 March 2021

Structure, governance and management

Governing document

Constitution

How the charity is constituted

As a Charitable Incorporated Organisation (CIO) whose only voting members are its charity trustees

Trustee selection and induction methods

Appointed by the Board of Trustees, in full accordance with our constitution. The CIO has procedures for the recruitment, selection, induction and training of trustees and these are fully compliant with Charity Commission guidance.

Organisational structure

The CIO has a Board of Trustees with six trustees currently serving, including a Chair and Treasurer. Each trustee and officer serves for a one year period (subject to reappointment) and must be appointed (for one year term) by a resolution passed at a properly convened meeting of the charity trustees. The senior member of staff (Centre Development & Partnership Manager) reports to the trustee Board at regular meetings as well as answering queries or providing other information for trustees via email or telephone. There is one other part time staff member acting as a Support Assistant who reports directly to the Centre Development & Partnership Manager.

Trustees and staff continually review the governance structure in order to better equip the organisation to deliver the work that we are doing now and are going to do in the future. We remain open to recruiting additional trustees to add new skills, perspectives and impetus to the Board.

Risk Management

The CIO has a Risk Management Framework and Policy covering all foreseeable aspects of our operations and of the context within which we operate.

Relationship with Related Parties and other bodies

The CIO works closely with One Manchester Housing Trust but is entirely independent from it. One Manchester have an active interest in helping The Place at Platt Lane (our Centre, also known as 'The Place') develop and move towards self-sustainability because there are circa 1,500 One Manchester properties in the immediate vicinity; so One Manchester views The Place as a valuable community resource in the middle of one of their key neighbourhoods (and where there is little else in terms of community facilities). For this reason One Manchester has provided both 'in kind' and cash support to the CIO to provide a solid platform from which the CIO has grown its own income streams (via room hire charges) and levered in external grant funding.

We also work closely with Manchester City Council (MCC) as it is the MCC Library Service which underpins our community managed library (CML) offer. MCC provide professional library staff and enable the CML to link seamlessly into the MCC Libraries infrastructure (including rotation of book stock, with members also able to order books on line for delivery to the CML). The CIO sources volunteers to work alongside MCC staff. Working arrangements between MCC and the CIO for the CML are covered by a Service Level Agreement.

Fallowfield Library & Community Resource Centre Report of the trustees for the year ended 31 March 2021

Statement of trustees' responsibilities

The trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources of the period. In preparing financial statements giving a true and fair view the trustees should follow best practice and:

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

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy the financial position of the charity and enable them to ensure that the financial statements comply with applicable law and the Constitution. They are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

11 / 19 / 2021

The trustees report was approved on and signed on their behalf by:

Name **Stuart Lynd**
.....

Signature 
.....

Independent Examiner's Report to the trustees of

Fallowfield Library & Community Resource Centre

I report to the trustees on my examination of the accounts of Fallowfield Library & Community Resource Centre (the Trust) for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Paul Cowham

Paul Cowham MA FCA DChA
Green Fish Resource Centre
46 – 50 Oldham Street
Manchester
M4 1LE

11 / 19 / 2021

Date.....

Fallowfield Library & Community Resource Centre

Statement of Financial Activities (including Income and Expenditure account) for the year ended 31 March 2021

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
Income					
Donations and legacies	3	24,770	-	24,770	22,152
Charitable activities	4	85,575	19,843	105,418	76,532
Fees and other income	-	-	-	-	-
Investments	5	-	-	-	-
Total income		110,345	19,843	130,188	98,684
Expenditure					
Charitable activities	6	94,186	17,371	111,557	92,380
Total expenditure		94,186	17,371	111,557	92,380
Net income/(expenditure) for the year	7	16,159	2,472	18,631	6,304
Transfer between funds		-	-	-	-
Net movement in funds for the year		16,159	2,472	18,631	6,304
Reconciliation of funds					
Total funds brought forward		110,596	-	110,596	104,292
Total funds carried forward		126,755	2,472	129,227	110,596

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

Fallowfield Library & Community Resource Centre

Balance sheet as at 31 March 2021

	Note	2021	2020
		£	£
Fixed assets			
Tangible assets	12	24,674	28,713
Total fixed assets		24,674	28,713
Current assets			
Debtors	13	3,600	4,555
Cash at bank and in hand		150,094	107,456
Total current assets		153,694	112,011
Liabilities			
Creditors: amounts falling due in less than one year	14	(49,141)	(30,128)
Net current assets/(liabilities)		104,553	81,883
Total assets less current liabilities		129,227	110,596
Net assets		129,227	110,596
Funds of the charity			
Restricted income funds	-	3,000	528
Unrestricted income funds	17	126,227	110,068
Total charity funds		129,227	110,596

The notes on pages 13 to 21 form part of these accounts.

11 / 19 / 2021

Approved by the trustees on and signed on their behalf by:

Stuart Lynd

Name

Signed



1 Accounting policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a Basis of preparation

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

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 section 1A.

Fallowfield Library & Community Resource Centre meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b Reconciliation with previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required. No such restatement was required.

c Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The activities of the charity have been impacted post year end by to the Covid 19 pandemic, for example room hire income has been greatly reduced. However the charity has been successful in attracting additional grant income post year end and also has a healthy level of reserves.

There are no key judgments which the trustees have made which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

Notes to the accounts for the year ended 31 March 2021 (continued)

d Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

e Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

g Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

Notes to the accounts for the year ended 31 March 2021 (continued)

h Expenditure and irrecoverable VAT

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

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i Tangible fixed assets

Fixed assets are stated at cost less accumulated depreciation. Individual items costing less than £500 are not capitalised.

Tangible fixed assets are depreciated on a straight line basis over their estimated useful lives as

Asset Category	Annual rate
Leasehold improvements	10%
Office furniture & equipment	20%

l Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

m Cash at bank and in hand

Cash at bank and cash 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.

n 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.

o Financial instruments

The charity only has financial assets and financial 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 bank loans which are subsequently measured at amortised cost using the effective interest method.

p Pensions

The charity pays contributions to an employee's own scheme which is a Qualifying Workplace Pension Scheme (QWPS).

Fallowfield Library & Community Resource Centre

Notes to the accounts for the year ended 31 March 2021 (continued)

2 Legal status of the charity

The charity is a Charitable Incorporated Organisation (CIO), registration number 1158360.

3 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2021 £	Unrestricted £	Restricted £	Total 2020 £
Donations						
In kind income from						
One Manchester,						
centre manager	22,101	-	22,101	22,101	-	22,101
Other	2,669	-	2,669	51	-	51
Total	24,770	-	24,770	22,152	-	22,152

4 Income from charitable activities

	Unrestricted £	Restricted £	Total 2021 £	Unrestricted £	Restricted £	Total 2020 £
Grants						
Garfield Weston						
Folundation	-	-	-	10,000	-	10,000
GMMH Wellbeing	-	-	-	3,000	-	3,000
HMRC - JRS	-	1,987	1,987	-	-	-
MCC - Corporate	13,000	-	13,000	-	-	-
MCC - Finance						
Shared Service						
Centre	5,000	3,500	8,500	-	-	-
One Manchester	-	2,000	2,000	-	-	-
MCC Our						
Manchester VCS						
Grant	10,000	-	10,000	20,000	-	20,000
MCC Work Club						
Grant	-	-	-	7,500	-	7,500
MCC - NIF	-	4,291	4,291	-	1,400	1,400
Forever						
Manchester	300	4,200	4,500	-	-	-
We Love						
Manchester	-	3,865	3,865	-	-	-
National Lottery						
Community Fund	17,500	-	17,500	-	-	-
Retail, Leisure and						
Hospitality	25,000	-	25,000	-	-	-
Virgin Money	-	-	-	500	-	500
Whalley Range						
Community Forum	10,650	-	10,650	-	-	-
Fees from						
Room hire	4,125	-	4,125	34,080	-	34,080
Other fees/income	-	-	-	52	-	52
Total	85,575	19,843	105,418	75,132	1,400	76,532

Fallowfield Library & Community Resource Centre

Notes to the accounts for the year ended 31 March 2021 (continued)

5 Investment income

	Unrestricted £	Restricted £	2021 £	Unrestricted £	Restricted £	2020 £
Income from bank deposits	-	-	-	-	-	-
	-	-	-	-	-	-

All of the charity's investment income arises from money held in interest bearing deposit accounts.
All investment income is unrestricted.

6 Analysis of expenditure on charitable activities

	Total 2021 £	Total 2020 £
Running the library and community resource centre (charitable activity)		
In kind - centre manager salary and on costs	22,101	22,101
Project/events cost	17,456	2,261
Depreciation	4,039	4,039
Repairs and renewals and equipment	3,524	1,307
Insurance	973	954
IT costs	419	-
Service charge	28,291	29,478
General office costs	679	-
Wages and salaries	32,009	31,349
Other costs	966	241
Other governance costs		
Independent examination & accountancy	1,100	650
	111,557	92,380
	2021 £	2020 £
Restricted expenditure	17,371	872
Unrestricted expenditure	94,186	91,508
	111,557	92,380

Notes to the accounts for the year ended 31 March 2021 (continued)

7 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2021	2020
	£	£
Amortisation of intangible assets	4,039	4,039
Independent examiner's remuneration		
- accountancy	400	325
- independent examination	450	325
- Quickbooks support	250	-

8 Staff costs

The charity one employee during the year. Management was provided by the trustees who received no remuneration.

Staff costs during the year were as follows:

	2021	2020
	£	£
Wages and salaries	43,762	42,436
Social security costs	3,621	3,516
Employers pension contributions	6,566	7,331
Staff expenses and training	104	104
	54,053	53,387

Some of these costs are "in kind" costs. The Centre Development and Partnership Manager is an employee of One Manchester Housing Trust (an independent organisation). 50% of the costs of this individual were donated by One Manchester in the year (2020: 50%). The costs of the other employee of the charity included in the above figure were £9,898 (2019: £9,186).

No employee has employee benefits in excess of £60,000 (2020: Nil).

The average number of staff employed during the period was 1 (2020: nil).

The average full time equivalent number of staff employed during the period was 0.3 (2020: 0.3.)

The key management personnel of the charity comprise the trustees and the Centre Development and Partnership Manager who is not employed by the charity. The total employee benefits of the key management personnel of the charity were £40,553 (2020: £40,662).

9 Trustee remuneration and expenses, and related party transactions

One trustee received remuneration for services to the charity of £135 on the year. This was approved by the trustees. Neither the trustees nor any persons connected with them received any reimbursed expenses during the year (2020: Nil).

Aggregate donations from related parties were £nil (2020: £nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2020: nil).

Fallowfield Library & Community Resource Centre

Notes to the accounts for the year ended 31 March 2021 (continued)

10 Government grants

No government grants were received during the year or during the previous year.

11 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

12 Fixed assets: tangible assets

Cost	Leasehold Improvements £	Computers & software £	Fixtures & fittings £	Total
At 1 April 2020	37,190	240	1,600	39,030
Additions	-	-	-	-
Disposals	-	(240)	-	(240)
At 31 March	37,190	-	1,600	38,790
Depreciation				
At 1 April 2020	9,297	240	780	10,317
Charge for the year	3,719	-	320	4,039
Disposals	-	(240)	-	(240)
At 31 March 2021	13,016	-	1,100	14,116
Net book value				
At 31 March 2021	24,174	-	500	24,674
At 31 March 2020	27,893	-	820	28,713

Fallowfield Library & Community Resource Centre

Notes to the accounts for the year ended 31 March 2021 (continued)

13 Debtors

	2021 £	2020 £
Trade debtors	3,600	4,555
Other debtors	-	-
	<hr/>	<hr/>
	3,600	4,555
	<hr/>	<hr/>

14 Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals	29,141	30,128
Deferred income	20,000	-
	<hr/>	<hr/>
	49,141	30,128
	<hr/>	<hr/>

15 Analysis of movement in restricted funds

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2021 £
HMRC - JRS	-	1,987	(1,987)	-	-
MCC - NIF	528	1,291	(1,819)	-	-
MCC Micro Grant	-	3,000	-	-	3,000
MCC - Finance Shared Service	-	3,500	(3,500)	-	-
One Manchester	-	2,000	(2,000)	-	-
Forever Manchester	-	4,200	(4,200)	-	-
We love Manchester	-	3,865	(3,865)	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	528	19,843	(17,371)	-	3,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Previous reporting period	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2020 £
MCC - NIF	-	1,400	(872)	-	528
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	-	1,400	(872)	-	528
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

There were no restricted funds in the previous year. The grant received from the Tudor Trust was for the refurbishment, this money was spent during the year but was capitalised which is why it has been treated as a transfer from restricted funds.

Fallowfield Library & Community Resource Centre

Notes to the accounts for the year ended 31 March 2021 (continued)

17 Analysis of movement in unrestricted funds

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	As at 31 March 2021 £
General fund	81,355	110,345	(90,147)		101,553
Designated					
fixed assets	28,713	-	(4,039)		24,674
service	-	-			-
salary costs	-	-			-
	110,068	110,345	(90,147)	-	126,227

Previous reporting period	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	As at 31 March 2020 £
General fund	32,540	97,284	(52,508)	4,039	81,355
Designated					-
fixed assets	32,752	-	-	(4,039)	28,713
service	27,000	-	(27,000)	-	-
salary costs	12,000	-	(12,000)	-	-
	104,292	97,284	(91,508)	-	110,068

Designated	
Fixed assets	These funds represent the net book value of fixed assets which are not considered to be part of free reserves
Service charge	This is money earmarked to cover the following year's service charge
Salary costs	This is money earmarked to cover the following year's salary costs

18 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	24,674	-	-	24,674
Net current assets/(liabilities)	79,879	24,674	-	104,553
Total	104,553	24,674	-	129,227