

COMMUNITY INTEREST LUTON
TRUSTEE'S REPORT AND ACCOUNTS

For the year ended 30 June 2024

Charity Number: 1173433

COMMUNITY INTEREST LUTON

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COMMUNITY INTEREST LUTON

Charity Information

Management
Committee:

Mostaque Koyes (Chair)
Aimee Clarke (Treasurer)
Donna Dwyer (Member)
Ian Douglass (Member)
Shanique Samuels (Member)
Mehvish Bismal (Member)

Charity number:

1173433

Principal Office:

12 Alexandra Avenue
Luton
LU3 1HG

Independent Examiner:

Misbahul Karim FCCA
MMK Chartered Certified Accountants
960 Capability Green
Luton
LU1 3PE

Bank:

Barclays
170 Dunstable Road
Luton
LU1 1EY

COMMUNITY INTEREST LUTON

Directors' and Trustees' Report For the year ended 30 June 2024

The trustees are pleased to present available report together with the financial statements of the charity for the period ending. The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's Constitution, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities".

Structure, Governance and Management

Governing Documents

The organisation was registered as a charity with the Charity Commission in England and Wales on 15 June 2017. The charity is governed by its constitution. The governance of the charity is the responsibility of the Trustees.

Appointment of Trustees

Community Interest Luton has a robust strategy in place to find the best trustees for the charity; those with experience and knowledge who could help the charity grow.

When recruiting new Trustees, the charity will look at the specific skills, experience and knowledge needed and ensure they are reflected in the job description and personal specification. The position is then advertised locally for people to apply.

We then shortlist suitable candidates and carry out our vetting process to ensure that they can take up the position of Trustee and have no criminal convictions or been disqualified from other Boards.

Once vetting is finalised, the selected candidates are invited in writing to attend a short interview with the Chair and the Treasurer or another Board Member. The interview proceedings are shared with the other Trustees and a decision is made by the entire Board.

The chosen candidate(s) is then invited to a board meeting with existing trustees and are welcomed as a full Board member.

Trustee Induction or Training

The charity provides new trustees with an induction pack and peer to peer support from an existing trustee. All trustees are DBS checked before starting their role at Community Interest Luton. The trustees maintain a working knowledge of Community Interest Luton charity and are kept up to date with the operations of the charity through regular board meetings. (Minimum quarterly)

Trustees

The following officers of the charity have held office for the whole of the year:

Mostaque Koyes (Chair)

Aimee Clarke (Treasurer)

Donna Dwyer (Member)

Ian Douglass (Member)

Shanique Samuels (Member)

Mehvish Bismal (Member)

Risk Management

The Trustees have identified the major risks to which the charity is exposed and believe that the systems in place are adequate to mitigate those risks. There are many risks which the charity could face such as financial, operational, external or governance risks. This could include not having enough reserves or cash flow, trustee body lacking the relevant skills or commitment, changes to the local community or the beneficiary group and changes with government policies.

The Chair and Board of Trustees have a strategy which helps to mitigate and manage risks which may occur at any time.

All risks are recorded on the Community Interest Luton Risk Register.

The Board revisits the risk management plan and Risk Register every three months at board meetings to ensure they have the most up-to-date strategy to manage risks and potential risks. If something arises that may pose a significant threat to the charity in the interim, the Board arrange a separate meeting to discuss the associated risks i.e. the cost of living crisis

Related Party Transactions

Community Interest Luton started operating in 2009 as a community working group. In 2013, as the projects grew and the number of people benefiting from the projects increased, it became a Community Interest Company (CIC). Following ongoing growth and success in all the projects it was managing, Community Interest Luton was registered as a charity in 2017.

However not all the projects run by Community Interest Luton fall under the charity, some are still managed through the CIC.

The projects which are run and managed through the **charity** include:

1. Luton Employment Training and Skills (LETS) Hub
2. Curry Kitchen
3. Luton in Bloom
4. Wellness Walk
5. Peace Garden

The projects which are run and managed through the **CIC** include:

1. Curry Club
2. Luton and Bedfordshire Community Awards
3. Community Magazine

Public Benefit Statement

The Trustees consider that they have complied with Section 17 of the Charities Act 2011 with regard to the guidance on public benefit as published by Charity Commission.

Community Interest Luton Charity in 2023-2024

Our Vision:

To bring the public, private and voluntary sectors together to make a positive contribution to the Luton population.

Our Objectives:

- to reduce unemployment
- to raise skill levels
- to promote educational opportunities
- to improve the health and wellbeing of the local population
- to increase volunteering

Community Interest Luton strives to provide support to individuals and families across the town who are most in need through its four main charity projects as listed on page 4, with the overall goal to decrease poverty in the town.

Project Overview

1. Luton Employment Training and Skills (LETS) Hub

The LETS Hub offers bespoke support, training and guidance to anyone who is unemployed (or economically inactive) and trying to get back into work.

This is achieved by enrolling individuals onto an intensive 12-week programme where they receive one-to-one support to develop their skills such as interview techniques, CV writing and coaching to improve their confidence as well as workshops to gain a better understanding of literacy, maths, basic business and goal setting. We recently started providing Mental Health First Aid Courses to individuals and employers, in the space of 6 weeks we manage to get 100 people trained as Mental Health First Aiders.

Employment is not just about people going to work and earning a wage, it is also about the positive impact a job can have on an individual's mindset and sense of worth.

Round up of activity in the LETS Hub during 2023-2024



3,840
Sessions have
been delivered



Over **100** individuals
trained in Mental
Health First Aid



Over **18** Individuals
went into full time
employment

2. Curry Kitchen

The Curry Kitchen is a pioneering partnership project with Venue Central, Discover Islam and local businesses. Our aim is to provide hot meals to the neediest in Luton. We run a weekly Curry Kitchen service as well as services to local shelters. The project is sponsored by local businesses and community. Furthermore, volunteers from various local businesses are on the front line working to provide hot meals to the homeless and most vulnerable. We have seen the demand grow since the cost-of-living crisis, where people in the town are struggling between choosing heating or eating.

Round up of activity in the Curry Kitchen during 2023-2024



6,760
Hot Meals
Served

£1.80
per meal



3. Luton in Bloom

Luton in Bloom seeks to transform communities through connecting people and plants. Luton in Bloom is about engaging people living in Luton, especially those from the most deprived wards through a competition in order to support their physical and mental well-being and create a sense of pride in communities, neighbourhoods and the town. Luton in Bloom hosted a number of workshops including A-Z of Gardening, Young Growers Workshop and Into the Wild with Wildlife Trust.

Luton in Bloom hosted its 2nd 'Small Farmers Market' where local people sold their home grown fruit and vegetables. The gardening competition winners were also announced, these were judged by some incredible individuals in the community.

Round up of activity in the Luton in Bloom during 2023-2024



4
Categories



**Over 1500 attendees
at the Small Farmers
Market**

4. Wellness Walk

Luton Wellness Walk is a initiative which sets out to improve wellbeing by connecting with nature. Spending time with nature helps boost mental and physical well-being. Luton Wellness Walk occur every six weeks throughout the year, covering around six miles each time. The aim is to explore new nature sites in Luton as well as bringing the community together to create cohesion. It gives participants a chance to make new friends, improve their health and well-being and find new nature's places in Luton which could be right on their doorstep. To date we have hosted over 18 Wellness Walks including one to support Coppafeel a breast cancer charity.

5. Peace Garden Initiative

The Peace Garden Initiative is about supporting everyone through the bereavement process by planting a tree in memory of a loved one so their legacy is not forgotten. It is also about supporting families cope with the trauma caused by Covid-19 through people coming together with others that have lost loved ones and positively giving back to the local environment. To date 612 tree's have been planted in memory of loved ones

Thank you to our volunteers

The Trustees would like to thank all the amazing volunteers than enable the CIL projects to run successfully and benefit those in need.

Thanks to their wealth of experience and local knowledge, the team of 500 volunteers play a vital part in the day to day running of all four projects. Roles include liaising, supporting, and signposting participants, raising awareness about projects to people that could potentially benefit from them in the future and administrative support.

Thank you to our supporters

The Trustees would like to publicly thank and acknowledge the generosity of the local community. All Community Interest Luton's charity projects are run thanks to grants awarded by Grant Giving Trusts and voluntary donations received from individuals, businesses, and community groups including faith groups, schools, and colleges.

Review of Transactions and Financial Position:

The statement of financial activities showed a net deficit for the year of £34,748 (£-15,175 - 2023) and total reserves stand at £106,028 (£71,281 - 2023).

Principle Funding Sources

The principle funding sources of the charity are charitable grants.

Reserves policy

The Management Committee has examined the charity's requirements for reserves in light of the main risks to the organisation. The present level of reserves available to the charity of £106,028

Although the strategy is to continue to build reserves through planned operating surpluses, the Management Committee has also considered the extent to which existing activities and expenditure could be curtailed, in the unlikely event that reserves become inadequate to meet the necessary commitments.

Charitable and Political Donations

The charity made no political or charitable donations in the reporting year. All political or charitable donations will only be made following careful consideration by the Trustees to further the public benefit of the charity.

Statement of Trustees' Responsibilities:

Charity law requires the chairman and trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the management committee should follow best practice and:

- Select suitable accounting policies and apply them consistently;
- Make judgments and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is not appropriate to assume that the company will continue on that basis.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the current Trustees on.

Signed on behalf of board of trustees



.....Mostaque Koyes (Chair)

COMMUNITY INTEREST LUTON

For the year ended 30 June 2024

I report on the accounts of the company for the period ending 30 June 2024, which are set out on pages 15 to 16.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purpose of company law) are responsible for the preparation of the accounts. The 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.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, 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.

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.

Misbahul Karim FCCA
MMK Chartered Certified Accountants
960 Capability Green
Luton
LU1 3PE
Date: 29 April 2025

COMMUNITY INTEREST LUTON
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 30 June 2024

	Notes	Unrestricted Funds £	Restricted Funds £	2024 £	2023 £
Incoming Resources					
Grants & Donations	2	1,558	158,204	159,762	170,783
Total Incoming Resources		<u>1,158</u>	<u>158,204</u>	<u>159,762</u>	<u>170,783</u>
Resources Expended					
Charitable activities	3	0	124,115	124,115	185,058
Governance cost	4	900	-	900	900
Total Resources Expended		<u>900</u>	<u>124,115</u>	<u>125,015</u>	<u>185,958</u>
Net incoming/(outgoing resources)		658	34,089	34,747	(15,175)
Reconciliation of Funds:					
Total funds, brought forward		2,540	68,741	71,281	71,281
Total funds, carried forward		<u><u>3,198</u></u>	<u><u>102,830</u></u>	<u><u>106,028</u></u>	<u><u>71,281</u></u>

CONTINUING OPERATIONS

None of the Charity's activities were acquired or discontinued during the above two financial periods.

TOTAL RECOGNISED GAINS AND LOSSES

The Charity has no recognised gains or losses for the above two financial periods.

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

The notes on pages 15 to 16 form part of these accounts.

COMMUNITY INTEREST LUTON

Balance Sheet as at 30 June 2024

	Notes	2024 £	2023 £
Fixed Assets			
Tangible Assets		-	-
Current Assets			
Debtors	25,996	35,860	
Prepayments – Future projects	-	-	
Cash in hand and at Bank	81,816	37,205	
	107,812	73,065	
Creditors			
Amounts falling within one year	5	(1,784)	(1,784)
Net Current Liability		106,028	71,281
		<u>106,028</u>	<u>71,281</u>
The Funds of the Charity			
Unrestricted funds		3,198	2,540
Restricted funds		102,830	68,741
		<u>106,028</u>	<u>71,281</u>

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

These accounts were approved by the Board of Directors and Trustees on 29s April 2025 and were signed on its behalf by:



.....Trustee
Mostaque Koyes

The notes on pages 15 to 16 form part of these accounts.

COMMUNITY INTEREST LUTON
Notes to the Accounts
For the year ended 30 June 2024

1. Accounting Policies

1.1 Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the applicable Accounting Standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" published in March 2005 and the Companies Act 2006. The principal accounting policies adopted in the preparation of the financial statements are set out below.

1.2 Incoming Resources

Voluntary income and donations are included in incoming resources when they are receivable, except when the donors specify that they must be used in future accounting periods or donors' conditions have not been fulfilled, then the income is deferred. The income from fundraising ventures is shown gross, with the associated costs included in fundraising costs.

1.3 Resources Expended

Resources expended are included in the Statement of Financial Activities on accruals basis, inclusive of any VAT that cannot be recovered.

Expenditure that is directly attributable to specific activities has been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of those resources.

1.4 Going Concern Basis

The financial statements have been prepared on the going concern basis, as in the opinion of the trustees, there are no issues arising which would suggest any other basis as being more appropriate.

2. Grants and Donations

	Unrestricted	Restricted	2024	2023
	£	£	£	£
Bedfordshire and Luton	-			6,000
Insurance Income	-			3,895
National Heritage	-			32,742
London Luton Airport	-			4,300
The Amateurs Trust	-	17,750	17,750	-
National Lottery	-	69,000	69,000	-
Donations	-	46,880	52,855	52,855
SEMLEP	-			8,778
Luton Town FC	-			21,000
Steel Charitable	-	15,900	15,900	-
People Health Trust	-	2,429	2,429	12,146
Other Grants	1,558	6,245	7,803	29,067
	<u>1,558</u>	<u>158,204</u>	<u>159,762</u>	<u>170,783</u>

3. Cost of Charitable activities

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2024</u>	<u>2023</u>
		£	£	£
Charitable Activities	-	83,932	83,932	83,090
Venue Hire	-	-	-	-
Rent, Rates and Utilities	-	17,437	17,437	5,250
Staff Costs	-	22,458	22,458	87,507
Advertising and PR	-	288	288	4,250
Insurance		-		1,684
	-	124,115	124,115	121,051

4. Governance Cost

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2024</u>	<u>2023</u>
		£	£	£
Accountancy Fees	900	-	900	900

5. Creditors: Amounts Falling Due Within One Year

	<u>2024</u>	<u>2023</u>
	£	£
Accruals	1,200	1,200
PAYE	584	584