

For AGM

ABBAY PEOPLE CIO
Known as Abbey People
(Registered charity no. 1180560)

REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

Report and Accounts

ABBHEY PEOPLE CIO
(Registered charity no. 1180560)

REPORT AND FINANCIAL STATEMENTS
For the year ended 31 March 2021

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ABBEEY PEOPLE CIO

REFERENCE AND ADMINISTRATIVE DETAILS

For the year ended 31 March 2021

		Position	Elected	Resigned
Trustees	Stuart Wood	Chair	05/11/2018	
	Peter Gotham	Secretary	25/03/2021	
	James Pilgrim	Vice-chair	OC 25/03/2021	
		& chair Operations Committee		
	Jo Brasher	General Trustee	05/11/2018	
	Nicky Massey	General Trustee	05/11/2018	
	Joanna Bromwich	General Trustee	OC 25/03/2021	
	Lynsey Stafford	General Trustee	OC 25/03/2021	
	Sharon Secker	General Trustee	25/03/2021	
		& Safeguarding Officer		
	Henry Kite	General Trustee	25/03/2021	
Justine Mclachlan	General Trustee	25/03/2021		
	Membership of operations committee shown above "OC"			
Chief Executive Officer	Nicky Shepard	Appointed October 2020		
Charity reg. no.	1180560			
Registered office	The Hub, 15 Barnwell Road, Cambridge CB5 8RG			
Telephone/fax	01223 211 945			
Email	info@abbeypeople.org.uk			
Web-site	www.abbeypeople.org.uk			
Independent examiner	Geoff Mann FCIE Geoff Mann Limited Dee House, Highworth Avenue Cambridge CB4 2BQ			
Primary bankers	The Co-operative Bank plc PO Box 250 Skelmersdale WN8 6WT			

TRUSTEES' REPORT

For the year ended 31 March 2021

The Trustees submit their annual report and the financial statements of Abbey People CIO for the year ended 31 March 2021. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the charity's governing document, the Charities Act 2011 and 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 published in October 2019.

Objects

To promote the benefit of the inhabitants of Cambridgeshire to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the inhabitants.

Structure, governance and management

Abbey People CIO was formed by a governing document dated 10th May 2018 and was registered as a charity on 5th November 2018.

The Trustees who served during the year and are serving currently are shown on page 1.

New Trustees are recruited to support the objects of the Charity, by resolution of the Trustees as laid down in the Constitution.

The Trustees made the decision to meet the increased need in our community with growth in our Charity. Our CEO, Nicky Shepard joined the organisation in September 2020 and our Trustee group expanded with eight new trustees joining at the AGM in March 2021. The Trustees have also agreed a new, more robust, governance structure for the organisation which includes an Executive Committee and Operations Committee who meet regularly between Trustee Meetings. In addition, in response to increased grant funding the Trustees have increased the staff team with the addition of our Food Hub Co-ordinator, Youth Worker role, and two Kick Start roles, to deliver our core and new programmes.

Review of activities and achievements

Needless to say, this has been an unprecedented year for the charity. The challenges of COVID meant that the need in our community increased exponentially. Our team rose to the occasion and has delivered support to our community to meet basic needs, as well as providing crucial connection in a time of loneliness.

We've been at the heart of our community since 2013, serving the most disadvantaged community in the most unequal city in the UK. Much of our work has been focused on community engagement work, events, youth clubs and greenspaces projects. As the need in our area has grown, so too has our work supporting people struggling to meet their basic needs. This thread of our work has increased greatly across 2020-2021, and we've been very successful in raising funds to support this work.

The 2020-2021 financial year began with 'Lockdown' and many of our community in great need. Our team worked tirelessly to set up the Food Hub, opening 6 days a week for 6 months. The Food Hub continues to be open three days a week and supports over 100 households each week. In total from opening to April 2021 the Food Hub had 260 sessions, 8,202 total visits and 410 food parcel deliveries and saved 25,000 Kg

TRUSTEES' REPORT

For the year ended 31 March 2021

From April – October the team was very busy supporting the community during lockdown. Over 300 hot meals were delivered in partnership with Cambridge Sustainable Food and Pipasha Restaurant. Easter eggs donated by St Georges Care Home, Primrose Hill Care Home, Addenbrookes Hospital, and local councillor Haf Davies were delivered to more than 20 families across the ward. Art bags were delivered to students at The Galfrid School, Fen Ditton Primary School, The Fields Nursery and See-Saw Pre-School. With thanks to a grant from Cambridge Community Foundation, 20 tablets with internet access delivered to students at The Galfrid School and Fen Ditton Primary School, in partnership with Cambridge Online. As part of the pandemic response, we provided administrative and safeguarding support for the Abbey mutual aid group, including developing risk assessments, safety procedures, and liaising with Cambridge City

Another long-planned goal was the opening of The Hub, at 15 Barnwell Road in September 2020. Supported by funding from the National Lottery Awards for All, we were able to refurbish the shop unit into a cosy community hub, with drop-in activities, laptops available from Cambridge Online and support to signpost people to other help they may need. Although subsequent 'lockdowns' meant The Hub wasn't open as much as we'd hoped in its first year, it is quickly becoming a true hub of the community, with many more activities which have started since April 2021, and more planned for later in the current financial year.

Alongside our pandemic response activities, we delivered the Abbey Late Lunch with online content and support for people to host their own mini-events in front gardens and driveways. Our Winter Lights Festival took the form of window artwork, with materials provided, and a community map to follow the window trail. The Christmas Tree outside The Hub was a breath of 'normality' and small groups of residents gathered around it to sing carols. In addition, 11 Junior Youth Club sessions were delivered – a mixture of in person and online, with 14 young people attending across the sessions. In Summer 2020, the addition of the Cambridgeshire County Council Area Partnership Grant meant we were able to progress with our long-planned Coffee Truck youth project and other much needed youth activities.

Over a number of years, Abbey People CIO have been working with the Trustees of East Barnwell Community Association and East Barnwell and Abbey CIO to safeguard the management of East Barnwell Community Centre within the community and work of that charity for the good of the community in the long term. East Barnwell Community Association's activities included operation of the East Barnwell Community Centre as well as the activity of SeeSaw Pre-school. On the 1st November 2020, the Trustees of Abbey People CIO were pleased to accept the transfer of the assets and activities of East Barnwell Community Association relating to East Barnwell Community Centre, with the long term plan of continuing to manage the community centre as part of the ongoing activities of Abbey People, as well as working alongside the County Council to ensure the regeneration of that site meets the community's needs.

Abbey People are committed to delivering community spaces that are so needed in our area. We were also pleased to welcome the East Barnwell Community Centre staff team into the Abbey People staff team. Seesaw Pre-school will continue to trade as Seesaw Pre-school CIO under the charity number 1158614, and the Abbey People team support Seesaw Pre-School Manager with finance office services. The Trustees of Abbey People would like to thank the Staff and Trustees of East Barnwell Community Association for all their hard work for the community over more than 20 years.

TRUSTEES' REPORT

For the year ended 31 March 2021

In April 2021, with the re-opening of community centres, we were pleased to be able to re-open The Hub and resume more of our community engagement activities to run alongside the support work and Food Hub. We continue to work closely with partners across the area to support consultations and future planning for the area, which we expect to become a bigger theme of our work as the GCP Eastern Gate activities increase and Local Plan process moves forward. Our CEO, together with our Trustees, is taking the organisation through a process to clarify the vision and strategy for the charity as we approach a decade of work in the community. Throughout this year, the charity has seen a continuation of strong performance, with further grants secured to safeguard the crucial Food Hub and support work, our Youth Programme and partnership working, as well as our core activities through the end of the 2021-22 financial year.

Public benefit

When planning our activities for the year, the Trustees have considered the Charity Commission's guidance on public benefit.

Financial review

As noted above the charity has changed significantly in the year, with more varied income supporting a greater range of work, and enabling us to recruit much-needed staff. Covid added to the challenges, and we are very grateful for the support of the community as well as for the statutory funding we have received. The accounts reflect the increasing range of income and activity.

The reserves at the year-end separate the designated Community Centre and fixed asset funds of £83,525 from the "free reserves". Although these have increased from £7,804 to £15,036, this is still short of our target of 3 month's operating costs. This is £51,000 - based on the 2021/22 budget.

At the year-end the charity also had forward funding balances in the restricted fund of £39,966 (2020 £946).

Statement of Trustees' responsibilities

Charity law applicable to charities in England/Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the surplus or deficit of the Charity for that period. In preparing those financial statements the Trustees have:

selected suitable accounting policies and applied them consistently,

made judgements and estimates that are reasonable and prudent,

stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and

prepared the financial statements on a going concern basis (unless it is inappropriate to presume that the Charity will continue in operation).

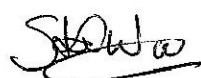
The Trustees have overall responsibility for ensuring that the Charity has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

Independent examiner

The Charity's independent examiner, Geoff Mann FCIE, has indicated his willingness to continue in office and offers himself for re-appointment.

This report was approved by the Trustees on 22 November 2021 and signed on their behalf by:

Stuart Wood
Chair



INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ABBEY PEOPLE CIO

I report to the charity trustees on my examination of the accounts of Abbey People CIO for the year ended 31 March 2021 which are set out on pages 6 to 13.

This report is made solely to the Trustees, as a body, in accordance with regulations made under section 154 of the Charities Act 2011. My work has been undertaken so that I might state to the Trustees matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Trustees for my independent examination work, for this report, or for the statement I have given below.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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 matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 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.



Geoff Mann FCIE
Geoff Mann Limited
Dee House
Highworth Avenue
Cambridge
CB4 2BQ
Date: 22 November 2021

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 March 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
INCOMING RESOURCES					
Donations		5,842	15,000	20,842	6,880
Corporate Donations		-	7,500	7,500	-
Trusts		4,359	31,346	35,705	-
Charitable trading	4	13,650		13,650	-
Cambridge City Council - Community Fund	2	-	24,000	24,000	27,000
Cambridgeshire County Council	2	-	16,000	16,000	-
Police and Crime Commissioner	2	-	3,000	3,000	-
South Cambridgeshire Council	2	-	1,381	1,381	-
Interest Received		37	-	37	17
Other incoming resources		1,040	-	1,040	-
INCOMING RESOURCES					
excluding Covid and EBC asset transfer		24,928	98,227	123,155	33,897
Covid income	3	-	49,474	49,474	1,000
East Barnwell Centre transfer	13	69,304	-	69,304	-
TOTAL INCOMING RESOURCES		94,232	147,701	241,933	34,897
RESOURCES EXPENDED					
Community facilities and activities	5	3,256	27,002	30,258	13,366
People costs	6	-	69,434	69,434	14,460
Publicity		1,773	499	2,272	3,528
Office costs		427	400	827	1,747
Depreciation		4,435		4,435	-
Other Overheads	8	2,730	2,200	4,930	1,000
TOTAL RESOURCES EXPENDED		12,621	99,535	112,156	34,101
Net income/(expenditure)		81,611	48,166	129,777	796
Transfer between funds	13	9,146	(9,146)	-	-
Net movement in funds		90,757	39,020	129,777	796
RECONCILIATION OF FUNDS:					
TOTAL FUNDS BROUGHT FORWARD		7,804	946	8,750	7,954
TOTAL FUNDS CARRIED FORWARD		£ 98,561	£ 39,966	£ 138,527	£ 8,750

As noted in the Trustee report the CIO took over the assets and operation of East Barnwell Community Centre in November 2020

Extraordinary income related to community response to the pandemic are shown separately within the accounts as these are unlikely to recur.

ABBAY PEOPLE CIO

BALANCE SHEET

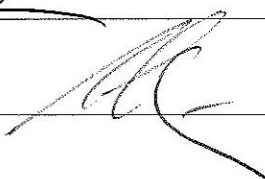
As at 31 March 2021

	Notes	£	2021 £	£	2020 £
FIXED ASSETS					
Tangible assets	9		14,221		-
CURRENT ASSETS					
Debtors	10	34,098		7,191	
Cash at bank and in hand		105,458		10,548	
			<u>139,556</u>	<u>17,739</u>	
CREDITORS: amounts falling due within one year	11	(15,250)		(8,989)	
NET CURRENT ASSETS			<u>124,306</u>		<u>8,750</u>
NET ASSETS			<u>£ 138,527</u>		<u>£ 8,750</u>
FUNDS					
Restricted funds	13		39,966		946
Unrestricted funds					
Designated funds	13		83,525		-
General fund (unrestricted)	13		15,036		7,804
			<u>£ 138,527</u>		<u>£ 8,750</u>

The financial statements were approved by the Trustees on 22 November 2021 and signed on their behalf by:-



STUART WOOD, Chair



PETER GOTHAM, Secretary

The annexed notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

1. ACCOUNTING POLICIES

a. General information and basis of preparation of financial statements

Abbey People CIO is a charitable incorporated association, established in the United Kingdom. The nature of the charity's operations and principal activities are described in the Trustees' report.

The charity constitutes a public benefit entity as defined by the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). 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) published in October 2019 (SORP 2019), FRS 102, the Charities Act 2011, and UK Generally Accepted Practice as it applies from 1 January 2019.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b. Fund accounting

Unrestricted funds which have not been designated for other purposes are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The cost of 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.

c. Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be met. Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

No amount is included in the financial statements for volunteer time in line with the SORP 2016. Further detail is given in the Trustees' Annual Report.

d. Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

e. Tangible fixed assets

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

- Computers and IT - 3 years
- Office and Other Equipment - 3-5 years
- Vehicles - 4 years

f. Investments

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains/(losses) on investments' in the SoFA if the shares are publicly traded or their fair value can otherwise be measured reliably.

g. Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

h. Going concern

The financial statements have been prepared on a going concern basis. The trustees set a minimum reserves policy designed to ensure the charity can meet all obligations as they fall due, and have sufficient time to respond to any reductions in income to allow costs to be reduced and continue as a going concern.

Reserves remain above the minimum target level.

i. Judgements and key sources of estimation uncertainty

The Trustees do not believe that any significant judgements or estimates have been needed in compiling these financial statements

2. CAMBRIDGE AUTHORITY GRANTS

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Cambridge City Council - Community Func	-	24,000	24,000	27,000
Cambridgeshire County Council	-	16,000	16,000	-
Police and Crime Commissioner	-	3,000	3,000	-
South Cambridgeshire Council	-	1,381	1,381	-
	<u>£ Nil</u>	<u>£ 44,381</u>	<u>£ 44,381</u>	<u>£ 27,000</u>

3. COVID AND FOODBANK GRANTS

	2021 £	2020 £
In the year ending 31 March 2021 the Charity received £20,708 under the Government's Coronavirus Small Business Support grant scheme, and £9,999 from National Lottery.	44,406	1,000
Furlough grant	5,068	0
	<u>£ 49,474</u>	<u>£ 1,000</u>

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

4. CHARITABLE TRADING INCOME	2021	2020
	£	£
East Barnwell Community Centre room hire	13,650	0
	<u>£ 13,650</u>	<u>£ Nil</u>

5. COMMUNITY FACILITY COSTS	2021	2020
	£	£
The Hub costs	16,237	568
East Barnwell Community Centre	4,606	0
Events & activities (including foodhub)	9,415	12,798
	<u>£ 30,258</u>	<u>£ 13,366</u>

6. STAFF AND VOLUNTEERS	2021	2020
	£	£
Wages and salaries	67,944	14,460
Pension costs	1,261	-
Other employee costs	229	-
	<u>£ 69,434</u>	<u>£ 14,460</u>

The Charity operates a defined contribution pension scheme in compliance with auto-enrolment obligations. The contributions to this scheme recognised as an expense in the SOFA are the pension costs shown above.

No employee received remuneration in excess of £60,000

Average numbers of full-time equivalent staff employed	<u>2.5</u>	<u>0.7</u>
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7. TRUSTEES, KEY MANAGEMENT PERSONNEL AND RELATED PARTIES

The trustees have identified Chief Executive Officer Nicky Shepard as key management personnel.

No trustees were remunerated by the charity for their work.

Reimbursed reasonable expenses incurred in carrying out their duties for the Charity were as follows - travel costs:

	<u>£ 415</u>	<u>£ Nil</u>
Number of trustees with expenses reimbursed	<u>1</u>	<u>0</u>

0 trustees (2020: 0) made donations to the Charity

There were no related party transactions in the year that required disclosure.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2021 £	2020 £
Accounts Payable	8,244	1,492
Social Security liabilities	2,777	2,087
Net pay owed	-	338
Pension due	459	153
Accruals	1,020	2,169
Other creditors	2,750	2,750
	<u>£ 15,250</u>	<u>£ 8,989</u>

12. ANNUAL COMMITMENTS UNDER OPERATING LEASES	2021 £	2020 £
	Land and buildings	
Gross obligations payable within:		
Two to five years	<u>£ 19,250</u>	<u>£ 30,250</u>

13. STATEMENT OF FUNDS

Current year	Brought Forward £	Incoming Resources £	Resources Expended £	Transfers £	Carried Forward £
DESIGNATED FUNDS					
East Barnwell fund	-	-	-	69,304	69,304
Fixed Assets Fund	-	-	(4,435)	18,656	14,221
	<u>£ Nil</u>	<u>£ Nil</u>	<u>£ (4,435)</u>	<u>£ 87,960</u>	<u>£ 83,525</u>

As referred to in the Trustee Report the charity received assets on the dissolution of the East Barnwell Community Centre. These have been set-aside to further the provision of community centre facilities in the area.

As fixed assets are not available to fund activity a designated fund has been set-up to reflect this.

RESTRICTED FUNDS

Staff costs		30,000	(21,198)		8,802
Cambridge City Council		24,000	(21,000)		3,000
Cambridgeshire County Council Area Partnership Grant		16,000	(5,755)		10,245
Cambridge Community Foundation		11,000	(1,000)		10,000
South Cambs - Friendly Bench		1,381	-		1,381
Police and Crime Commissioner		3,000	-		3,000
National Lottery		9,999	(6,461)		3,538
Other Covid & Foodhub	882	39,474	(40,356)		-
Awards for all Hub Refurb		9,146	-	(9,146)	-
Other	64	3,701	(3,765)		-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>£ 946</u>	<u>£ 147,701</u>	<u>£ (99,535)</u>	<u>£ (9,146)</u>	<u>£ 39,966</u>

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

Unrestricted funds

Designated Funds	-	-	(4,435)	87,960	83,525
General fund	7,804	94,232	(8,186)	(78,814)	15,036
	<u>7,804</u>	<u>94,232</u>	<u>(12,621)</u>	<u>9,146</u>	<u>98,561</u>
Restricted fund	946	147,701	(99,535)	(9,146)	39,966
	<u>£ 8,750</u>	<u>£ 241,933</u>	<u>£ (112,156)</u>	<u>£ Nil</u>	<u>£ 138,527</u>

	<i>Brought Forward</i>	<i>Incoming Resources</i>	<i>Resources Expended</i>	<i>Transfers</i>	<i>Carried Forward</i>
	£	£	£	£	£
Prior year					
General fund	4,384	5,563	(2,143)	-	7,804
Restricted fund	3,570	29,334	(31,958)	-	946
	<u>£ 7,954</u>	<u>£ 34,897</u>	<u>£ (34,101)</u>	<u>£ Nil</u>	<u>£ 8,750</u>

The brought forward assets were transferred from the unincorporated association 1 April 2019.

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

The Restricted fund is represented entirely by the cash at bank; the General fund is represented by all other assets and liabilities.

