

**IPSWICH17 GOOD NEIGHBOUR SCHEME**

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CHARITY NUMBER 1188755

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**RECEIPTS AND PAYMENTS ACCOUNT**

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For the Period Ended 31 March 2021

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## **IPSWICH17 GOOD NEIGHBOUR SCHEME (known as IP17GNS)**

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## **IPSWICH17 GOOD NEIGHBOUR SCHEME (known as IP17GNS)**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

#### CHARITY NUMBER

1188755

#### THE TRUSTEES

The trustees who served the charity during the year were as follows:

Diana Eastman (appointed 24 March 2020) - Chairperson

Peter Ewart (appointed 24 March 2020)

Tim Roberts (appointed 24 March 2020)

#### PRINCIPAL ADDRESS

The Town House  
Station Approach  
SAXMUNDHAM  
Suffolk  
IP17 1BW

#### INDEPENDENT EXAMINER

Ensors Accountants LLP  
Blyth House  
Rendham Road  
Saxmundham  
Suffolk  
IP17 1WA

## **IPSWICH17 GOOD NEIGHBOUR SCHEME (known as IP17GNS)**

### **TRUSTEES' REPORT**

#### **For the Period Ended 31 March 2021**

The trustees present their report and the unaudited financial statements of the charity for the period from 25 March 2020 to 31 March 2021. The details on page one form part of this report.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and the 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).

The entity is a Charitable Incorporated Organisation (CIO) a body corporate under Part 12 of the Charities Act 2011, registered with the Charities Commission on 25 March 2020 under number 1188755. It is governed by its Constitution dated, dated 24 March 2020, as amended on 25 March 2020.

### **OBJECTS OF THE CHARITY**

To relieve those people in Saxmundham, Kelsale-cum-Carlton and Benhall in East Suffolk who are in need by reason of their age, ill-health, disability, financial hardship or social circumstances in such ways as the trustees shall think fit, with particular focus on providing assistance to those affected by Coronavirus (COVID-19) in the immediate future and any following pandemic.

### **PUBLIC BENEFIT**

The Trustees are aware of the Charity Commission's guidance in relation to delivering public benefit. The Trustees consider that they are fulfilling the requirements to deliver a public benefit.

### **REVIEW OF THE PERIOD, ACHIEVEMENTS AND PERFORMANCE**

IP17GNS was set up in the space of five weeks in response to the Covid-19 pandemic and has since built up an excellent reputation supporting those experiencing difficulties as a result of the lockdown, whether it be shopping, providing food parcels, collecting and delivering prescriptions or providing a friendly voice at the end of a phone. Our services are still very relevant and many people still require our support. We are also developing our services further providing low level mental support, providing activities to improve people's fitness and wellbeing and prevent social isolation.

Since its launch, IP17GNS has directly supported 10% of the population of Saxmundham, Kelsale-cum-Carlton, Benhall and other villages out of a population of some 5,500 people and at Christmas, 200 Christmas Dinners were prepared and delivered by our volunteers to those who were on their own or unable to cook a meal for themselves.

IP17GNS was very proud to be the first recipient of BBC Radio Suffolk's 'Making a Difference during the Coronavirus outbreak' Award and also received the Lord Lieutenant of Suffolk's Outstanding Achievement Award. Our Operations Co-ordinator has won several personal awards for her contribution to the community including a Community Champion Award from the Alde & Blyth Community Radio and a Suffolk Heroes Award from her Member of Parliament.

None of our achievements would have been possible without the extraordinary support and dedication of our volunteers which at one point numbered 157.

It is important to record our thanks to Julia Ewart and Tim Roberts, whose foresight it was to set up IP17GNS. Also to our many sponsors, including Saxmundham Town Council, Kelsale Parish Council, East Suffolk District Council, Suffolk Community Foundation, National Lottery, Sport Relief and the Alan Boswell Trust and the many individual donors who provided their support. We strive to put in place programmes that are cost effective and provide the greatest benefit to the most people requiring support and believe IP17GNS has been able to achieve this very satisfactorily.

Finally, thanks must go to the Trustees for their support and dedication in this, our inaugural year

## **TRANSACTIONS AND FINANCIAL POSITION**

The receipts & payment account for the period (page 7) shows unrestricted net income for the year of £36,073, and related unrestricted expenditure of £19,287. This generated a net surplus on unrestricted funds for the year of £16,786. In addition, £5,000 of restricted income was received. None of these funds have yet been spent, leaving the full amount carried forward. As this is the charities first reporting period, £21,786 is therefore the total funds held as at 31 March 2021.

We operate solely on income from grants and personal donations. The Grants are paid to us against specific projects identified by the Trustees or the Operations Co-ordinator. Our operating costs were relatively low in our first year of operation, largely due to the fact that the cost of employing an Operations Co-ordinator were met in full by Saxmundham Town Council for the first six months and 50 per cent for the second six months. IP17GNS will be paying the full costs of employing the Operations Co-ordinator from the start of the new financial year, with the Town Council providing a Grant for a proportion of the cost. IP17GNS will be seeking further grants and donations to continue its work in the community, particularly targeting 2-3 year funding agreements to provide greater stability.

## **TRUSTEES**

The Trustees of the charity are detailed on page 1 of these accounts.

## **TRUSTEES' RESPONSIBILITIES**

The Charities Act 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 at the end of the period and of the surplus or deficit for the period then ended.

In preparing those financial statements, the trustees are required to select suitable accounting policies, as described on page 9, and then apply them on a consistent basis, making judgments and estimates that are prudent and reasonable. The Trustees must also 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 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 Charities Act 2011. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website.

## APPOINTMENT OF TRUSTEES

The charity must have at least three trustees, and no more than 12. If the number falls below this minimum, the remaining trustee or trustee may act only to call a meeting of the charity trustees to appoint a new charity trustee.

Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

### Nominated Trustees

Saxmundham Town and Kelsale-cum-Carlton Parish Council ("the appointing bodies") may from time to time nominate one trustee each, provided that such appointment does not cause the number of trustees who may be connected to either appointing body to exceed a majority of trustees. These will be points of coordination only and these councils shall have no power over the overall control of the CIO due to their limited voting rights.

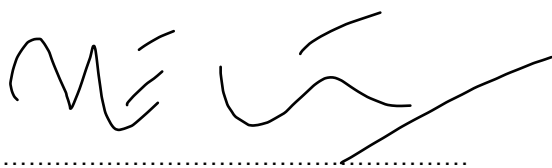
### Information for new charity trustees

The charity trustees will make available to each new charity trustee, on or before his or her first appointment a copy of the current version of this constitution and a copy of the CIO's latest Trustees' Annual Report and statement of accounts.

## RESERVES

We did not adopt an official reserves policy in our first year of trading as we were focused on bringing in funds. However, we did take the opportunity to put aside £15,000 into a Cooperative Savings Account, which remained in place throughout the year. It is the Trustees intention to work on a reserves policy in our second year of trading which will result in IP17GNS setting aside sufficient reserves to cover 100% of the charity's annual fixed costs.

Signed by order of the trustees



.....  
Diana Eastman  
Chairperson

07.09.21

.....  
Date

**IPSWICH17 GOOD NEIGHBOUR SCHEME (known as IP17GNS)**

**CHARITY NUMBER 1163775**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

**PERIOD ENDED 31 MARCH 2021**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF IPSWICH17 GOOD NEIGHBOUR SCHEME ('THE CIO')**

I report to the charity trustees on my examination of the accounts of the CIO for the period ended 31 March 2021.

**RESPONSIBILITIES AND BASIS OF REPORT**

As the charity trustees of the CIO 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 CIO's accounts carried out under section 145 of the Act. In carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**INDEPENDENT EXAMINER'S STATEMENT**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

MR C PAGE  
ENSORS ACCOUNTANTS LLP  
CHARTERED ACCOUNTANTS  
BLYTH HOUSE  
SAXMUNDHAM  
IP17 1WA

# IPSWICH 17 GOOD NEIGHBOUR SCHEME

## RECEIPTS AND PAYMENTS ACCOUNT

For the period ended 31 March 2021

	<u>Note</u>	<u>Unrestricted</u> £	<u>Restricted</u> £	<u>Period</u> <u>ending</u> <u>2021</u> £
<b>Receipts</b>				
Grants received		27,667	5,000	32,667
Donations		6,396		6,396
Contributions for meals		2,009		2,009
Bank interest		1		1
		<hr/>	<hr/>	<hr/>
		36,073	5,000	41,073
<b>Payments</b>				
Food, consumables & other welfare	<b>2</b>	8,668		8,668
Subcontractors		3,900		3,900
Small equipment purchases		1,691		1,691
Legal & professional fees		986		986
Travel expenses		824		824
Insurance		190		190
Administration	<b>3</b>	2,670		2,670
Miscellaneous		357		357
		<hr/>	<hr/>	<hr/>
		19,287	0	19,287
<b>Excess of receipts over payments</b>		16,786	5,000	21,786
Cash funds at 25 March 2020		0	0	0
<b>Cash funds at 31 March 2021</b>		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
		16,786	5,000	21,786



# IPSWICH17 GOOD NEIGHBOUR SCHEME

## STATEMENT OF ASSETS AND LIABILITIES

As at 31 March 2021

	<u>Unrestricted</u> £	<u>Restricted</u> £	<u>2021</u> <u>Total</u> £
<b>Cash at bank and in hand</b>			
Bank Current account	1,785	5,000	6,785
Bank Deposit account	15,001	-	15,001
Cash in hand	-	-	-
Cash funds at 31 March 2021	<u>16,786</u>	<u>5,000</u>	<u>21,786</u>

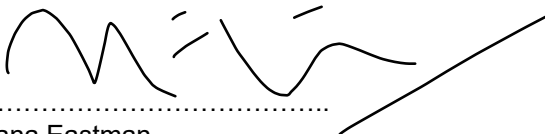
### Assets Retained for Charity's own use

Land & building	-	-	-
Equipment	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>

### Liabilities

-	-	-
<u>-</u>	<u>-</u>	<u>-</u>

Approved by the Board of Trustees on 07.09.21 .....and signed on its behalf by:

  
.....  
Diana Eastman  
Chairperson

## IPSWICH17 GOOD NEIGHBOUR SCHEME

### NOTES TO THE ACCOUNTS

For the period ended 31 March 2021

#### 1 ACCOUNTING POLICIES

##### Basis of preparation

The accounts have been prepared in accordance with the Charities Act 2011 and using the receipts and payments basis.

##### Restricted Funds

The restricted fund comprises donations and grants which are given for a specific purpose and are only expended for that purpose.

	<b><u>Unrestricted</u></b>	<b><u>Restricted</u></b>	<b><u>2021</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>Total</u></b>
			<b><u>£</u></b>
<b>2 Food, consumables &amp; other welfare</b>			
Food purchased	3,115		3,115
Other welfare costs	4,622		4,622
Consumables	931		931
	<u>8,668</u>	<u>-</u>	<u>8,668</u>
<b>3 Administration</b>			
Printing, postage & stationery	1,397		1,397
Telephone	689		689
Computer running costs	584		584
	<u>2,670</u>	<u>-</u>	<u>2,670</u>