

Registered Company No: 3895553
Registered Charity No: 1086129

RAVENSTHORPE COMMUNITY CENTRE LIMITED
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018

Butt & Co.
C H A R T E R E D
C E R T I F I E D A C C O U N T A N T S



**RAVENSTHORPE COMMUNITY CENTRE LIMITED
FINANCIAL STATEMENT
YEAR ENDED 31 MARCH 2018**

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RAVENSTHORPE COMMUNITY CENTRE LIMITED
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018

COMPANY INFORMATION

Limited by Guarantee

The centre is a company, limited by guarantee, without having any share capital.

Directors

Muhammed Lubsir Latif
Ashfaq Hussain Ali
Miss Tanzeela Ahmed
Martin John Saxton (resigned 31.07.18)

Secretary

Miss Tanzeela Ahmed

Manager

Abdul Aslam

Independent examiner

K Butt
Butt & Co.
Chartered Certified Accountants
18 Silk Mill Close
Leeds
LS16 6PW

Bankers

Barclays Bank PLC
Market Place
Dewsbury
West Yorkshire
WF13 1PS

Registered Office

24 Garden Street
Ravensthorpe
Dewsbury
West Yorkshire
WF13 3AR

RAVENSTHORPE COMMUNITY CENTRE LIMITED TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2018

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2018.

Governance and management

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as trustees.

The trustees named on page 1 have served throughout the year except where indicated. The board of trustees meet on a regular basis to agree the strategic direction of the charity, and ensure the effective and efficient administration of the charity. The day to day operational management of the charity is delegated to the centre manager.

Appointment and induction of trustees

Any person may apply, in writing, to the charity and if approved by the board will then become a trustee. All new trustees are given appropriate charity commission publications to brief them on their legal obligations. The trustees are encouraged to attend relevant external training events where these will facilitate the undertaking of their role.

Constitution

Ravensthorpe Community Centre Limited is a company limited by guarantee, each member being liable to the extent of £1.00. The governing documents are its Memorandum and Articles of Association dated 12th December 1999. It is also registered as a charity with the Charity Commission.

Objects and policies

The objects of the charity are to improve the quality of life of residents in Ravensthorpe and surrounding areas without distinction of sex, sexual orientation, race, political, religious or other opinions, along with the Promotion of such other charitable purposes as may from time to time be determined.

Currently the charity is engaged in providing excellent childcare, adult learning and special needs for people with learning disabilities.

Risk Management

The trustees have a risk management strategy which comprises:

- an annual review of the risks the charity may face;
- the establishment of systems and procedures designed to mitigate those risks;
- the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

Reserves policy

The charity aims to maintain a cash balance; sufficient for its core running expenses. Reserves bridge the timing difference of cash-flows whenever the conditionality requires proof of services delivered prior to the release of funds. At present the charity relies on contractual income from room hire, nursery and adult learning to build up its reserves. Board of trustees reviews the reserves policy every three years.

Trustees responsibilities in relation to financial statement.

Company law 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 at the year end and of its surplus or deficit for the financial year. In preparing those statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make sound judgements and arrive at estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will not continue in business.

The trustees (who are also directors of Ravensthorpe Community Centre Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make sound judgments and arrive at estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

In so far as the trustees are aware:

- there is no relevant information of which the charitable company's independent examiner is unaware; and
- The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Achievements and review

- The demand for nursery provision remains strong with all places fully subscribed and a robust waiting list.
- The centre secured Local Authority ESOL for ALL contract to deliver English language support to new migrants across Kirklees. The centre continues to deliver adult learning classes throughout Kirklees, including Dewsbury Batley and Huddersfield.
The centre continues to work in partnership with organisations such as the Learning Curve and WEA, to help engage and recruit learners on their behalf.
- The centre has undertaken a capital refurbishment and extension project to house a learning disability facility and a community café. The work has been completed and staff employed to develop the projects further. Both projects are expected to break even by March 2019.

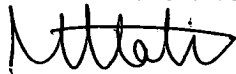
- Third Sector Leaders Network (TSL) was successful in securing the Community Learning Works contracts. RCC works in partnership with TSL and will deliver engagement learning courses.

Performance

Key performance indicators are overall income and expenditure levels. Income increased as the team managed to bid successfully for new grants. The charity continues to develop its own income generating activities, as Brexit approaches and outside funding is expected to shrink further. The community café project made a start near the year end; it is too early to make an assessment. However search for contracts for delivery of services continues.

The charity had a net surplus of £138,570.00 this year (Year ended 31.03.17 a deficit of £91,507.00).

On behalf of the board



Mr. M. Lubsir Latif (Director)

Date: 21 December 2018

INDEPENDENT EXAMINER'S REPORT

TO THE MEMBERS OF

RAVENSTHORPE COMMUNITY CENTRE LIMITED

YEAR ENDED 31 MARCH 2018

I report on the accounts of the company, along with the accompanying notes, for the year ended 31 March 2018.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of the Charity for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the company 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 company 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.

K. B. F. Butt **F.C.C.A.**

Butt & Co
Chartered Certified Accountants
18 Silk Mill Close
Leeds LS16 6PW

Dated : 21 December 2018

RAVENSTHORPE COMMUNITY CENTRE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 MARCH 2018

	Unrestricted funds £	Restricted funds £	Total funds £	2017 Prior year funds £
Income (Note 2)				
Income from:				
Donations	-	233,544	233,544	59,088
Charitable activities	353,845	-	353,845	293,197
Other	9,273	-	9,273	2,672
Total	363,118	233,544	596,662	354,958
Expenditure (Note 3)				
Expenditure on:				
Raising funds	32,164	-	32,164	31,381
Charitable activities	319,806	44,053	363,859	355,323
Other	37,510	24,559	62,069	59,760
Total	389,480	68,612	458,092	446,465
Net income/(expenditure)	(26,362)	164,932	138,570	(91,507)
Transfers between funds			-	-
Net movement in funds	(26,362)	164,932	138,570	(91,507)
Reconciliation of funds:				
Total funds brought forward	892,763	23,575	916,338	1,007,845
Total funds carried forward	866,401	188,507	1,054,908	916,338

RAVENSTHORPE COMMUNITY CENTRE LIMITED

BALANCE SHEET

AS AT 31 MARCH 2018

					2017
	Notes	Unrestricted funds £	Restricted income funds £	Total this year £	Total last year £
Tangible fixed assets	5	991,094	-	991,094	863,604
Current assets					
Debtors	6	31,048	-	31,048	14,914
Cash at bank and in hand		6,149	35,463	41,612	54,750
Total current assets		37,197	35,463	72,660	69,664
Creditors:					
Amounts falling due within one year	7	8,846	-	8,846	16,931
Net current assets		28,351	35,463	63,814	52,733
Total net assets		1,019,445	35,463	1,054,908	916,338
Funds of the Charity					
Restricted income funds		-	188,507	188,507	23,575
Unrestricted funds		866,401	-	866,401	892,763
Total funds	8	866,401	188,507	1,054,908	916,338

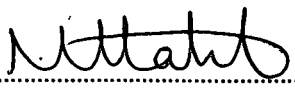
The company was entitled to exemption from audit under S 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

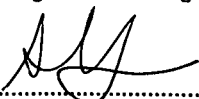
These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

On behalf of all the trustees/directors

Signature: 
Name: M. L. Latif

Date: 21 December 2018

Director authenticating accounts being sent to Companies House

Signature: 
Name: A. H. Ali

Date: 21 December 2018

RAVENSTHORPE COMMUNITY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

1 Principal accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2016

and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)

and with the Charities Act 2011.

and with the Companies Act 1016

Going concern

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled
- it is more likely than not that
- the monetary value can be

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Fund accounting

Restricted funds

These are assigned by the donor, or the terms of the appeal. They are used in accordance with the purpose specified.

Unrestricted funds

These are the accumulated surplus or deficit on the statement of the financial activities which are available for use at the discretion of the trustees, in furtherance of the objectives of the charity.

RAVENSTHORPE COMMUNITY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

Tangible Fixed Assets

Tangible fixed assets are stated at cost less accumulated depreciation.
Fixed assets costing less than £1,000.00 are not capitalised.

Depreciation

Depreciation is not provided for buildings on the ground that it would be immaterial. The premises are occupied by the charity and are very well maintained. Estimated residual values are not lower than the carrying amounts.

They are however reviewed for impairment, by the directors, in accordance with FRS 11.

Other assets are depreciated as follows ;

Fixtures and equipment 25% reducing balance

2 Incoming resources

	Unrestricted £	Restricted £	Total £	2017 £
Donations				
Grants				
G59 KMC – Community Partnership	-	-	-	20,000
G62 Awards for all	-	9,920	9,920	9,940
G63 The Church Urban Fund	-	-	-	5,000
G64 KMC – Carers	-	-	-	22,985
G65 One Community	-	-	-	1,163
G66 KMC - Carers	-	41,325	41,325	-
G67 Power to change	-	153,187	153,187	-
G68 Near neighbours	-	4,612	4,612	-
G69 Baily Thomas	-	5,000	5,000	-
G70 Beernard Sunley	-	19,500	19,500	-
	-	233,544	233,544	59,088
Charitable activities				
Room hire	4,834	-	4,834	10,329
Course fees	5,799	-	5,799	9,649
Events	-	-	-	11,021
Preschool nursery	297,691	-	297,691	245,062
Adult learning	44,921	-	44,921	17,136
Community café	600	-	600	-
	353,845	-	353,845	293,197
Others				
British gas feed in tariff	1,017	-	1,017	1,766
Miscellaneous small amounts	8,257	-	8,257	907
	9,273	-	9,273	2,672

RAVENSTHORPE COMMUNITY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

	Unrestricted Funds	Restricted Funds	Total	2017
	£	£	£	£
3 Expenditure				
Expenditure on:				
Raising funds				
Incurred seeking grants	30,978	-	30,978	30,978
Advertising	1,186	-	1,186	403
Total	32,164	-	32,164	31,381
Expenditure on:				
Charitable activities				
Room hire	160	-	160	-
Rates and water	1,034	-	1,034	1,872
Light and heat	7,900	2,900	10,800	12,568
Insurance	3,149	1,000	4,149	3,831
Cleaning	909	500	1,409	2,657
Repairs and renewals	954	512	1,466	3,057
Staff training	267	400	667	-
Staff screening	1,435	-	1,435	-
Wages	261,201	34,982	296,183	267,355
Assessors and consultants	14,443	3,759	18,202	37,200
Pension cost	2,888	-	2,888	754
Events and activities	5,296	-	5,296	8,160
Nursery consumables	19,281	-	19,281	17,245
Food and catering	889	-	889	624
Total	319,806	44,053	363,859	355,323
Expenditure on:				
Others				
Wages	20,687	14,059	34,746	34,746
Telephone	2,888	2,000	4,888	4,643
Postage, printing and stationery	632	-	632	5,222
Computer software and consumables	694	-	694	391
Membership and licence	711	-	711	520
Travel	509	-	509	1,592
Bank charges	248	-	248	194
Hire of equipment	1,889	1,500	3,389	-
Sundry expenses	513	-	513	2,399
Legal and professional	-	-	-	2,200
Independent examiner fee	700	-	700	1,000
Advertising	479	-	479	-
Profit on disposal of fixed assets	-	-	-	6,790
Depreciation	7,560	7,000	14,560	13,643
Total	37,510	24,559	62,069	59,760

RAVENSTHORPE COMMUNITY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

	£	2017 £
4 Net deficit		
This has been arrived at after charging the following		
Depreciation	14,560	13,643
Staff costs		
Salaries and wages	354,349	315,622
Social security cost	23,464	19,572
Pension costs (defined contribution)	1,462	754
	<u>377,813</u>	<u>335,195</u>
Key management		
Amounts paid to key management personnel	34,746	34,746
Trustees' remuneration	-	-
	<u>34,746</u>	<u>34,746</u>
None of the employees were paid more than £60,000.00		
Numbers employed		
Number of employees in charitable activities	24	17
Number of employees in administrative work	6	6
Total number of employees	<u>30</u>	<u>23</u>

5 Fixed assets

	Land and buildings £	Fittings and equipment £	Total £
Cost			
1st April 2017	822,675	349,675	1,172,350
Additions	124,738	17,312	142,050
31st March 2018	<u>947,413</u>	<u>366,987</u>	<u>1,314,400</u>
Depreciation			
1st April 2017	-	308,746	308,746
Charge for the year	-	14,560	14,560
31st March 2018	<u>-</u>	<u>323,306</u>	<u>323,306</u>
Net book value			
31st March 2018	<u>947,413</u>	<u>43,681</u>	<u>991,094</u>
31st March 2017	<u>822,675</u>	<u>40,929</u>	<u>863,604</u>

	£	2017 £
6 Debtors		
Trade debtors	31,048	14,914
	<u>31,048</u>	<u>14,914</u>
7 Creditors		
Amounts falling due within one year		
Accruals	3,012	3,269
Social security and other taxes	1,764	9,184
Other creditors	4,070	4,478
	<u>8,846</u>	<u>16,931</u>

RAVENSTHORPE COMMUNITY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

8 Details of material funds held and movements during the current reporting period

Fund Type			Fund balances brought forward	Income	Expenditure	Fixed asset addition Transfers	Gains and losses	Fund balances carried forward
			£	£	£	£	£	£
G62	b	R	2,960.00	9,920	(12,880)	-	-	-
G64	c	R	20,615	-	(20,615)	-	-	-
G66	d	R	-	41,325	(32,475)	-	-	8,850
G67	e	R	-	153,187	(126,574)	-	-	26,613
G68	f	R	-	4,612	(4,612)	-	-	-
G69	g	R	-	5,000	(5,000)	-	-	-
G70	h	R	-	19,500	(19,500)	-	-	-
			-	-	-	-	-	-
			23,575	233,544	(221,656)	-	-	35,463
Other unrestricted funds			892,763	363,118	(236,436)	-	-	1,019,445
Total Funds as per balance sheet			916,338	596,662	(458,092)	-	-	1,054,908

Key

R	Restricted fund
b	Big Lottery - Award for all re learning disability
c	KMC - Carers group, operating costs
d	KMC Environment - Waste management project
e	Power to Change - capital for extension in support of learning disability
f	Near neighbour - Youth cohesion work
g	Baily Thomas - capital for extension, in support of learning disability
h	Bernard Sunley - capital for extension

9 Share capital

The charity is incorporated under the companies Act 2006 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member.

10 Contingent liability

Some grants have conditions regarding expenditure or timing of expenditure, which if not complied with, the donor will demand their money back. No such breach was envisaged by the trustees, at the year end.