Registration number: 04772358

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Northumberland Community Development Company

(A company limited by guarantee)

Directors' Report and Unaudited Financial Statements

for the Year Ended 31 March 2016

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| |  |  |  | | --- | --- | --- | | Balance Sheet |  | 5 | |
| |  |  |  | | --- | --- | --- | | Notes to the Financial Statements |  | 6 to 9 | |
|  |
| The following pages do not form part of the statutory financial statements: |
| |  |  |  | | --- | --- | --- | | Detailed Profit and Loss Account |  | 10 to 12 | |

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| Chairman | J McGough |

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| --- | --- |
| Directors and Officers | J McGough  K Yeo  J Robertson  C George  P Barber |

|  |  |
| --- | --- |
| Registered office | High Ramshaw Farm  Coanwood, Haltwhistle  Northumberland  NE49 0PQ |

|  |  |
| --- | --- |
| Bankers | Unity Trust Bank  Nine Brindleyplace  Birmingham  B1 2HB |

|  |  |
| --- | --- |
| Accountants | Seahouses Accountancy Service  62-64 Main Street  Seahouses  Northumberland  NE68 7TP |

The directors present their report and the unaudited financial statements for the year ended 31 March 2016.

Directors of the company

The directors and officers who held office during the year were as follows:

J McGough

K Yeo

D T Huggins (resigned 16th March 2016)

J Robertson

C George

K Cook (resigned 3rd December 2015)

P Barber

J Lyford – Company Secretary (resigned 16th March 2016)

Principal activity

The principal activity of the company is building a network and collective voice on community development in Northumberland.

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the Board on 21st September 2016 and signed on its behalf by:

.........................................

J McGough

Director

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Northumberland Community Development Company for the year ended 31 March 2016 set out on pages 4 to 9 from the company's accounting records and from information and explanations you have given us.

This report is made solely to the Board of Directors of Northumberland Community Development Company, as a body, in accordance with the terms of our engagement letter dated 4 August 2009. Our work has been undertaken solely to prepare for your approval the accounts of Northumberland Community Development Company and state those matters that we have agreed to state to them, as a body, in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Northumberland Community Development Company and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Northumberland Community Development Company has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Northumberland Community Development Company. You consider that Northumberland Community Development Company is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Northumberland Community Development Company. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

Richard Alsept

Seahouses Accountancy Services

62-64 Main Street

Seahouses

England

NE68 7TP

Date: 21 September 2016

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | Note |  |  | 2016  £ |  |  | 2015  £ |  |
| Income |  |  |  |  | 40,158 |  |  | 35,317 |  |
| Direct Project Costs |  |  |  |  | (28,137) |  |  | (23,116) |  |
| Gross surplus |  |  |  |  | 12,021 |  |  | 12,201 |  |
| Administrative expenses |  |  |  |  | (11,850) |  |  | (12,383) |  |
| Operating surplus / (deficit) |  | 2 |  |  | 171 |  |  | (182) |  |
| Interest receivable |  |  |  |  | 4 |  |  | 4 |  |
| Surplus / (deficit) for the financial year |  | 9 |  |  | 175 |  |  | (178) |  |
|  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | Note |  |  | 2016  £ |  |  | 2015  £ |  |
| Fixed assets |  |  |  |  |  |  |  |  |  |
| Tangible fixed assets |  | 4 |  |  | 187 |  |  | 453 |  |
| Current assets |  |  |  |  |  |  |  |  |  |
| Debtors |  | 5 |  |  | - |  |  | - |  |
| Cash at bank and in hand |  |  |  |  | 15,555 |  |  | 15,114 |  |
|  |  |  |  |  | 15,555 |  |  | 15,114 |  |
| Creditors: Amounts falling due within one year |  | 6 |  |  | (600) |  |  | (600) |  |
| Net current assets |  |  |  |  | 14,955 |  |  | 14,514 |  |
| Total assets less current liabilities |  |  |  |  | 15,142 |  |  | 14,514 |  |
| Creditors: Deferred income |  | 7 |  |  | - |  |  | - |  |
| Net assets |  |  |  |  | 15,142 |  |  | 14,967 |  |
| Capital and reserves |  |  |  |  |  |  |  |  |  |
| Profit and loss account |  | 9 |  |  | 15,142 |  |  | 14,967 |  |
|  |  |  |  |  |  |  |  |  |  |

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective 2008).

For the year ending 31 March 2015 the company was entitled to exemption under section 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 Act with respect to accounting records and the preparation of accounts.

Approved by the Board on 21 September 2016 and signed on its behalf by:

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P Barber

Director

|  |  |
| --- | --- |
| 1 | Accounting policies |

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Turnover

Turnover represents amounts of income received in respect of services provided by the company.

Other grants

Grants received are credited to the profit and loss account as income in the year of receipt. However, where a grant relates to a specific allocated project and expenditure has yet to be incurred, income is deferred to future periods to match with project expenditure.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

|  |  |
| --- | --- |
| Asset class | Depreciation method and rate |
| Plant and Machinery | 25% straight line basis |
| Office Equipment | 25% straight line basis |

Hire purchase and leasing

Rentals payable under operating leases are charged in the profit and loss account on a straight line basis over the lease term.

Financial instruments

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities. Where shares are issued, any component that creates a financial liability of the company is presented as a liability in the balance sheet. The corresponding dividends relating to the liability component are charged as interest expense in the profit and loss account.

|  |  |
| --- | --- |
| 2 | Operating surplus / (deficit) |

Operating surplus / (deficit) is stated after charging:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | 2016  £ |  |  | 2015  £ |  |
|  |  |  |  |  |  |  |
| Depreciation of tangible fixed assets |  | 266 |  |  | 266 |  |
|  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| 3 Wages and salaries |  |

Wages and salaries costs for the year were made up as follows:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | 2015 £ | 2014  £ |  |  |  |
| Wages and salaries |  | - | - |  |  |  |
| Employers NIC costs |  | - | - |  |  |  |
| Employer pension contribution |  | - | - |  |  |  |
|  |  | - | - |  |  |  |
|  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| 4 | Tangible fixed assets |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | Plant and machinery  £ |  |  | Office equipment  £ |  |  | Total  £ |  |
| Cost or valuation |  |  |  |  |  |  |  |  |  |
| At 1 April 2015 |  | 1,738 |  |  | 10,216 |  |  | 11,954 |  |
| Additions |  | - |  |  | - |  |  | - |  |
| At 31 March 2016 |  | 1,738 |  |  | 10,216 |  |  | 11,954 |  |
| Depreciation |  |  |  |  |  |  |  |  |  |
| At 1 April 2015 |  | 1,738 |  |  | 9,763 |  |  | 11,501 |  |
| Charge for the year |  | - |  |  | 266 |  |  | 266 |  |
| At 31 March 2016 |  | 1,738 |  |  | 10,029 |  |  | 11,767 |  |
| Net book value |  |  |  |  |  |  |  |  |  |
| At 31 March 2016 |  | - |  |  | 187 |  |  | 187 |  |
| At 31 March 2015 |  | - |  |  | 453 |  |  | 453 |  |
|  |  |  |  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| 5 | Debtors |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | 2016  £ |  |  | 2015  £ |  |
|  |  |  |  |  |  |  |
| Trade debtors |  | - |  |  | - |  |
|  |  | - |  |  | - |  |
|  |  |  |  |  |  |  |

Debtors are all receivable within one year.

|  |  |
| --- | --- |
| 6 | Creditors: Amounts falling due within one year |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | 2016  £ |  |  | 2015  £ |  |
|  |  |  |  |  |  |  |
| Trade creditors |  | - |  |  | - |  |
| Other taxes and social security |  | - |  |  | - |  |
| Other creditors and accruals |  | 600 |  |  | 600 |  |
|  |  | 600 |  |  | 600 |  |
|  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| 7 | Creditors: Deferred income |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | 2016  £ |  |  | 2015  £ |  |
|  |  |  |  |  |  |  |
| Grants and other income in advance |  | - |  |  | - |  |
|  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| 8 | Reserves |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | Profit and loss account  £ |  |  | Total  £ |  |
|  |  |  |  |  |  |  |
| At 1 April 2015 |  | 14,967 |  |  | 14,967 |  |
| Surplus/(Deficit) for the year |  | 175 |  |  | 175 |  |
| At 31 March 2016 |  | 15,142 |  |  | 15,142 |  |
|  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| 9 | Related party transactions | |
| Other related party transactions | |
| During the year the company made the following related party transactions: | |
| **Julia Lyford (Company Secretary)**  Transactions with Julia Lyford, Consultant. The value of services supplied to the company during the year was £10,219 (2015: £9,516)  **John McGough (Director)**  Transactions with John McGough, Consultant. The value of services supplied to the company during the year was £4,366.  **10** **Principal Funders**  Principal funders during the year were as follows:    **2016**  **£**  RBS Skills and Opportunities Fund 6,000  People’s Health Trust 13,260  Age UK 6,605  In It Together 2,000  Tinder Foundation 8,000 | |
|  | |
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**11 Company Status**

The company is a private company limited by guarantee and consequently does not have share capital. each of the members is liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation.

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | 2016 | | | |  |  | 2015 | | | |  |
|  | £ |  |  | £ |  |  | £ |  |  | £ |  |
| Income (analysed below) |  |  |  |  | 40,158 |  |  |  |  |  | 35,317 |  |
| Direct Project Costs (analysed below) |  |  |  |  | (28,137) |  |  |  |  |  | (23,116) |  |
| Gross surplus |  |  |  |  | 12,021 |  |  |  |  |  | 12,201 |  |
| Administrative expenses |  |  |  |  |  |  |  |  |  |  |  |  |
| Staffing costs (analysed below) |  | 7,032 |  |  |  |  |  | 2,646 |  |  |  |  |
| Establishment costs (analysed below) |  | 1,891 |  |  |  |  |  | 2,656 |  |  |  |  |
| General administrative expenses (analysed below) |  | 2,661 |  |  |  |  |  | 3,169 |  |  |  |  |
| Finance charges (analysed below) |  | - |  |  |  |  |  | - |  |  |  |  |
| Depreciation costs (analysed below) |  | 266 |  |  |  |  |  | - |  |  |  |  |
|  |  |  |  |  | (11,850) |  |  |  |  |  | (12,383) |  |
| Interest receivable |  |  |  |  | 4 |  |  |  |  |  | 4 |  |
| **Surplus / (deficit) on ordinary activities before taxation** |  |  |  |  | 175 |  |  |  |  |  | (178) |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |
| Income |  |  |  |  |  |  |
| Learning & support |  | 23,772 |  |  | 20,816 |  |
| Inclusivity |  | 14,605 |  |  | 14,301 |  |
| Collective voice |  | - |  |  | 200 |  |
| ESF |  | 1,350 |  |  | - |  |
| Information Exchange |  | - |  |  | - |  |
| Other income |  | 431 |  |  | - |  |
|  |  | 40,158 |  |  | 35,317 |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Direct Project Costs** |  |  |  |  |  |  |
| Learning & support |  | 13,179 |  |  | 12,693 |  |
| Inclusivity |  | 11,448 |  |  | 9,723 |  |
| Collective voice |  | - |  |  | 450 |  |
| Information Exchange / Other |  | 3,510 |  |  | 250 |  |
|  |  | 28,137 |  |  | 23,116 |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Employment costs |  |  |  |  |  |  |
| Wages and salaries |  |  |  |  | - |  |
| Contractors – Secretarial and co-ordination |  | 6,502 |  |  | 4,516 |  |
| Contractors – support services |  | 530 |  |  | 1,168 |  |
| Staff training |  | - |  |  | - |  |
| Catering |  | - |  |  | - |  |
| Expenses, travel, subsistence etc |  | - |  |  | - |  |
|  |  | 7,032 |  |  | 5,684 |  |
| Establishment costs |  |  |  |  |  |  |
| Rent and utilities |  | 1,854 |  |  | 2,310 |  |
| Room hire |  | 37 |  |  | 301 |  |
| Insurance |  | - |  |  | 399 |  |
|  |  | 1,891 |  |  | 3,010 |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| General administrative expenses |  |  |  |  |  |  |
| Telephone and fax |  | 476 |  |  | 734 |  |
| IT support |  | 435 |  |  | - |  |
| Printing, postage and stationery |  | 33 |  |  | 670 |  |
| Membership fees |  | - |  |  | - |  |
| Sundry expenses |  | 550 |  |  | 255 |  |
| Accountancy fees |  | 600 |  |  | 660 |  |
| Staff expenses and travel |  | 416 |  |  | 1,083 |  |
| Rail, air and taxi fares |  | 151 |  |  | - |  |
|  |  | 2,661 |  |  | 3,402 |  |
| Finance charges |  |  |  |  |  |  |
| Bank and card charges |  | - |  |  | 21 |  |
| Depreciation costs |  |  |  |  |  |  |
| Depreciation – office equipment |  | 266 |  |  | 266 |  |
|  |  |  |  |  |  |  |