

REGISTERED COMPANY NUMBER: 03560600 (England and Wales)
REGISTERED CHARITY NUMBER: 1076911

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2019
for
Higher Folds Community Centre
(Leigh) Limited

Clarity Company Solutions
1st Floor
107 Lees Road
Oldham
Lancashire
OL4 1JW

**Higher Folds Community Centre
(Leigh) Limited**

**Contents of the Financial Statements
for the Year Ended 31 March 2019**

	Page
Report of the Trustees	1 to 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5 to 6
Notes to the Financial Statements	7 to 13
Detailed Statement of Financial Activities	14 to 15

**Higher Folds Community Centre
(Leigh) Limited**

**Report of the Trustees
for the Year Ended 31 March 2019**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2019. The trustees have adopted the provisions of 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) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the charity are to provide benefits for the inhabitants of Higher Folds in Leigh, Wigan without distinction of sex, or of political, religious or other opinions. By associating the local authorities, voluntary organisations and the local inhabitants in the following manner:

- (a) To advance education for the public benefit by providing advice and guidance upon questions of housing, social welfare benefits, unemployment, health and related topics.
- (b) To relieve sickness and preserve and protect the good health of persons resident in the area of benefit
- (c) The advancement of education and training of young people and adults with particular reference to equipping them for employment and facilitating their obtaining work in industry, commerce and the professions.
- (d) To provide in the interests of social welfare, facilities for the recreation and leisure time occupation with the object of improving the conditions of life of persons who have need of such facilities by reason of their youth, age, infirmity or disablement, poverty or social economic circumstances.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

The number of trustees shall not be less than three, but is not subject to a maximum.

The Chair of the trustees is nominated and elected by the Board of Trustees. If the Chair is not able to be

Trustees are recruited for their skills and expertise. New trustees are briefed on their legal obligations under Charity and Company Law, Charity's governing documents, its structures, committees, decision making processes, planning and the strategic objectives of the organisation.

Organisational structure

The directors of the charitable company (the Charity) are its trustees for the purpose of Charity law and directors for the purpose of Company law. The trustees who served the charity during the year were as follows:

Mrs Hazel Dixon
Mrs Vivien J Howarth
Mrs Kathleen H Knowles
Cllr Anita Thorpe
Cllr Frederick B Walker
Mrs Shirley Yates

The Board of Trustees, which can have an unlimited number of members, but never less than 3, administers the Charity. To facilitate effective management and control, authority has been delegated for operational matters, including finance, employment and other charitable activities.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03560600 (England and Wales)

Registered Charity number

1076911

**Higher Folds Community Centre
(Leigh) Limited**

**Report of the Trustees
for the Year Ended 31 March 2019**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered office

Higher Folds Community Centre
Stirling Close
Higher Folds
Leigh
Lancashire
WN7 2UB

Trustees

Mrs Hazel Dixon		
Mrs Vivienne Jane Howarth		- resigned 1.2.19
Mrs Kathleen Hurst Knowles		
Cllr Anita Thorpe		
Cllr Frederick Bown Walker		
Mrs Shirley Yates		
Ms Irene Carter	Trustee	- appointed 21.1.19
Mr Mark Arthur Kendrick		- appointed 11.3.19

Principle Staff

Mr D Rainford - Centre Manager

Company Secretary

Independent examiner

Clarity Company Solutions
1st Floor
107 Lees Road
Oldham
Lancashire
OL4 1JW

Bankers

Lloyds TSB plc
Bolton Hotel Branch
9 - 13 Hotel Street
Bolton
Lancashire
BL1 1DB

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on and signed on its behalf by:

.....
Cllr Anita Thorpe - Trustee

**Independent Examiner's Report to the Trustees of
Higher Folds Community Centre
(Leigh) Limited**

Independent examiner's report to the trustees of Higher Folds Community Centre (Leigh) Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2019.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW which is one of the listed bodies

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Joanne M. Elliott ACA FMAAT
ICAEW
Clarity Company Solutions
1st Floor
107 Lees Road
Oldham
Lancashire
OL4 1JW

Date:

**Higher Folds Community Centre
(Leigh) Limited**

**Statement of Financial Activities
for the Year Ended 31 March 2019**

	Not es	Unrestricted funds £	Restricted funds £	Total 2019 funds £	Total 2018 funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		-	-	-	742
Charitable activities					
Grant income		4,811	101,756	106,567	113,006
Other trading activities	2	124,965	37,796	162,761	147,690
Other income		<u>23,563</u>	<u>-</u>	<u>23,563</u>	<u>23,563</u>
Total		153,339	139,552	292,891	285,001
EXPENDITURE ON					
Raising funds	3	32,962	21,436	54,398	50,168
Charitable activities					
Grant income		(121,283)	128,772	7,489	194,270
Other		<u>227,200</u>	<u>1,667</u>	<u>228,867</u>	<u>26,904</u>
Total		138,879	151,875	290,754	271,342
NET INCOME/(EXPENDITURE)		14,460	(12,323)	2,137	13,659
Transfers between funds	12	<u>-</u>	<u>1</u>	<u>1</u>	<u>-</u>
Net movement in funds		14,460	(12,322)	2,138	13,659
RECONCILIATION OF FUNDS					
Total funds brought forward		64,305	12,322	76,627	62,968
TOTAL FUNDS CARRIED FORWARD		<u>78,765</u>	<u>-</u>	<u>78,765</u>	<u>76,627</u>

The notes form part of these financial statements

**Higher Folds Community Centre
(Leigh) Limited**

**Balance Sheet
At 31 March 2019**

	Not es	Unrestricted funds £	Restricted funds £	Total 2019 funds £	Total 2018 funds £
FIXED ASSETS					
Tangible assets	8	241,926	-	241,926	265,572
CURRENT ASSETS					
Debtors	9	5,499	-	5,499	2,832
Cash at bank and in hand		<u>33,935</u>	<u>1</u>	<u>33,936</u>	<u>30,365</u>
		39,434	1	39,435	33,197
CREDITORS					
Amounts falling due within one year	10	(8,047)	-	(8,047)	(4,030)
NET CURRENT ASSETS		<u>31,387</u>	<u>1</u>	<u>31,388</u>	<u>29,167</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		273,313	1	273,314	294,739
CREDITORS					
Amounts falling due after more than one year	11	(194,549)	-	(194,549)	(218,112)
NET ASSETS		<u>78,764</u>	<u>1</u>	<u>78,765</u>	<u>76,627</u>
FUNDS	12				
Unrestricted funds				78,764	64,305
Restricted funds				<u>1</u>	<u>12,322</u>
TOTAL FUNDS				<u>78,765</u>	<u>76,627</u>

The notes form part of these financial statements

**Higher Folds Community Centre
(Leigh) Limited**

**Balance Sheet - continued
At 31 March 2019**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees on and were signed on its behalf by:

.....
Cllr Frederick Bown Walker -Trustee

.....
Cllr Anita Thorpe -Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- 20% on cost
Fixtures, fittings and equipment	- 25% on reducing balance

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITIES

	2019	2018
	£	£
Room hire	38,080	39,292
Other income	23,169	16,658
Nursery Fee Income	<u>101,512</u>	<u>91,740</u>
	<u>162,761</u>	<u>147,690</u>

**Higher Folds Community Centre
(Leigh) Limited**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2019**

3. RAISING FUNDS

Investment management costs

	2019	2018
	£	£
Nursery Purchases	9,461	9,746
Rent collection	15,000	15,000
Property improvement & repairs	9,130	546
Equipment purchases	<u>20,807</u>	<u>24,876</u>
	<u>54,398</u>	<u>50,168</u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2019	2018
	£	£
Depreciation - owned assets	23,646	25,080
Hire of equipment	<u>1,667</u>	<u>1,824</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2019 nor for the year ended 31 March 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2019 nor for the year ended 31 March 2018.

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2019	2018
Office staff	8	13
Office management	<u>1</u>	<u>1</u>
	<u>9</u>	<u>14</u>

No employees received emoluments in excess of £60,000.

There were no staff members earning more than £60,000 during this year or the previous year.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	742	-	742
Charitable activities			
Grant income	3,421	109,585	113,006
Other trading activities	16,174	131,516	147,690
Other income	23,563	-	23,563

**Higher Folds Community Centre
(Leigh) Limited**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2019**

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
Total	43,900	241,101	285,001
EXPENDITURE ON			
Raising funds	6,773	43,395	50,168
Charitable activities			
Grant income	10,629	183,641	194,270
Other	<u>25,161</u>	<u>1,743</u>	<u>26,904</u>
Total	<u>42,563</u>	<u>228,779</u>	<u>271,342</u>
NET INCOME/(EXPENDITURE)	1,337	12,322	13,659
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>62,968</u>	-	<u>62,968</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>64,305</u></u>	<u><u>12,322</u></u>	<u><u>76,627</u></u>

8. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures, fittings and equipment £	Totals £
COST			
At 1 April 2018 and 31 March 2019	<u>483,652</u>	<u>99,567</u>	<u>583,219</u>
DEPRECIATION			
At 1 April 2018	235,281	82,366	317,647
Charge for year	<u>19,346</u>	<u>4,300</u>	<u>23,646</u>
At 31 March 2019	<u>254,627</u>	<u>86,666</u>	<u>341,293</u>
NET BOOK VALUE			
At 31 March 2019	<u><u>229,025</u></u>	<u><u>12,901</u></u>	<u><u>241,926</u></u>
At 31 March 2018	<u><u>248,371</u></u>	<u><u>17,201</u></u>	<u><u>265,572</u></u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Trade debtors	4,676	1,984
Prepayments	<u>823</u>	<u>848</u>
	<u><u>5,499</u></u>	<u><u>2,832</u></u>

**Higher Folds Community Centre
(Leigh) Limited**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2019**

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Social security and other taxes	6,619	3,130
Other creditors	528	-
Accruals and deferred income	<u>900</u>	<u>900</u>
	<u>8,047</u>	<u>4,030</u>

11. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2019 £	2018 £
Other creditors	<u>194,549</u>	<u>218,112</u>

12. MOVEMENT IN FUNDS

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.19 £
Unrestricted funds				
General fund	64,305	14,459	-	78,764
Restricted funds				
Restricted	-	(12,322)	12,323	1
Big Lottery Fund	1,801	-	(1,801)	-
Nursery	7,380	-	(7,380)	-
bnf holiday hunger	252	-	(252)	-
HFCC Family Action Project	905	-	(905)	-
HF Fitter and Healthier	<u>1,984</u>	<u>-</u>	<u>(1,984)</u>	<u>-</u>
	12,322	(12,322)	1	1
	<u>76,627</u>	<u>2,137</u>	<u>1</u>	<u>78,765</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	153,339	(138,880)	14,459
Restricted funds			
Restricted	139,552	(151,874)	(12,322)
	<u>292,891</u>	<u>(290,754)</u>	<u>2,137</u>

**Higher Folds Community Centre
(Leigh) Limited**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2019**

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.17 £	Net movement in funds £	At 31.3.18 £
Unrestricted Funds			
General fund	62,968	1,337	64,305
Restricted Funds			
Big Lottery Fund	-	1,801	1,801
Nursery	-	7,380	7,380
bnf holiday hunger	-	252	252
HFCC Family Action Project	-	905	905
HF Fitter and Healthier	-	1,984	1,984
	-	12,322	12,322
TOTAL FUNDS	<u>62,968</u>	<u>13,659</u>	<u>76,627</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	43,900	(42,563)	1,337
Restricted funds			
Big Lottery Fund	135,390	(133,589)	1,801
Nursery	93,377	(85,997)	7,380
bnf holiday hunger	918	(666)	252
HFCC Family Action Project	1,990	(1,085)	905
HF Fitter and Healthier	9,426	(7,442)	1,984
	241,101	(228,779)	12,322
TOTAL FUNDS	<u>285,001</u>	<u>(271,342)</u>	<u>13,659</u>

**Higher Folds Community Centre
(Leigh) Limited**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2019**

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.17 £	Net movement in funds £	Transfers between funds £	At 31.3.19 £
Unrestricted funds				
General fund	62,968	15,796	-	78,764
Restricted funds				
Restricted	-	(12,322)	12,323	1
Big Lottery Fund	-	1,801	(1,801)	-
Nursery	-	7,380	(7,380)	-
bnf holiday hunger	-	252	(252)	-
HFCC Family Action Project	-	905	(905)	-
HF Fitter and Healthier	-	1,984	(1,984)	-
	-	-	1	1
TOTAL FUNDS	<u>62,968</u>	<u>15,796</u>	<u>1</u>	<u>78,765</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	197,239	(181,443)	15,796
Restricted funds			
Restricted	139,552	(151,874)	(12,322)
Big Lottery Fund	135,390	(133,589)	1,801
Nursery	93,377	(85,997)	7,380
bnf holiday hunger	918	(666)	252
HFCC Family Action Project	1,990	(1,085)	905
HF Fitter and Healthier	9,426	(7,442)	1,984
	<u>380,653</u>	<u>(380,653)</u>	-
TOTAL FUNDS	<u>577,892</u>	<u>(562,096)</u>	<u>15,796</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2019.

14. COMPANY LIMITED BY GUARANTEE

The trustees of the charity have undertaken to contribute to the assets of the Company, in the event of the same being wound up whilst a member, or within one year after ceasing to be a member, for the payment of the debts and liabilities of the charity contracted before they cease to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributors among themselves, such amount as may be required not exceeding £10.

15. APB ETHICAL STANDARDS

In common with many other charities of our size, we use our accountants to assist with the preparation of the financial statements.

**Higher Folds Community Centre
(Leigh) Limited**

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2019**

	2019 £	2018 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	-	742
Other trading activities		
Room hire	38,080	39,292
Other income	23,169	16,658
Nursery Fee Income	<u>101,512</u>	<u>91,740</u>
	162,761	147,690
Charitable activities		
Grants	106,567	113,006
Other income		
Capital grant written off	<u>23,563</u>	<u>23,563</u>
Total incoming resources	292,891	285,001
EXPENDITURE		
Investment management costs		
Nursery Purchases	9,461	9,746
Rent collection	15,000	15,000
Property improvement & repairs	9,130	546
Equipment purchases	<u>20,807</u>	<u>24,876</u>
	54,398	50,168
Other		
Hire of equipment	1,667	1,824
Freehold property	19,346	19,346
Fixtures and fittings	<u>4,300</u>	<u>5,734</u>
	25,313	26,904
Support costs		
Management		
Wages and salaries - admin	160,886	153,956
Pensions	1,769	416
Rates and water	1,375	1,621
Insurance	1,542	1,553
Light and heat	7,949	5,751
Telephone	1,692	1,664
Postage and stationery	1,640	1,601
Advertising	3,512	1,756
Sundries	2,164	287
Computer expenses	5,660	5,117
Cleaning materials	2,357	2,359
Carried forward	190,546	176,081

This page does not form part of the statutory financial statements

**Higher Folds Community Centre
(Leigh) Limited**

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2019**

	2019 £	2018 £
Management		
Brought forward	190,546	176,081
Training costs	3,414	3,209
Subscriptions	<u>187</u>	<u>519</u>
	194,147	179,809
Finance		
Bank charges	246	341
Information technology		
Repairs and renewals	11,148	10,095
Governance costs		
Accountancy and legal fees	<u>5,502</u>	<u>4,025</u>
Total resources expended	290,754	271,342
	<hr/>	<hr/>
Net income	<u>2,137</u>	<u>13,659</u>