

Registered number
6258093

Togetherworks Community Interest Company

Report and Accounts

31 March 2011

TUESDAY



R00K25MW
RM 20/12/2011 #26
COMPANIES HOUSE

Togetherworks Community Interest Company Company Information

Status

Together Works is a Community Interest Company that is limited by guarantee and organised as a co-operative consortium

Directors

Michael Abram
Jonathon Atkinson
Michael Bull
Caroline Downey
Matthew Finnegan
Paul Halfpenny

Secretary

Paul Halfpenny

Accountants

Slade & Cooper Limited
6 Mount Street
Manchester
M2 5NS

Bankers

Co-operative Bank plc
Balloon Street
Manchester
M60 4EP

Registered office

22A Beswick Street
Ancoats
Manchester
M4 7HR

Registered number

6258093

Togetherworks Community Interest Company
Registered number: 6258093
Directors' Report

The directors present their report and accounts for the year ended 31 March 2011

Principal activities

The company's principal activity during the year continued to be

- To develop a strong, independent and cohesive social economy in Greater Manchester that delivers outstanding financial, social and environmental benefits to our communities

- To maximise access for new and established social enterprises to high quality, affordable support services

- To develop a shared strategic direction for the social enterprise sector, and to advocate for social enterprise to those most able to effect change

- To promote social enterprise to potential customers, as innovative providers of high quality products and services

- To improve the support infrastructure for social enterprise and promote principles of best practice

Directors

The following persons served as directors during the year

Michael Abram
Jonathon Atkinson
Michael Bull
Caroline Downey
Matthew Finnegan
Paul Halfpenny
Fiona Jones

Small company provisions

This report has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime

This report was approved by the board on _ and signed on its behalf

Director

Caroline Downey 15/12/12
CAROLINE DOWNEY

Togetherworks Community Interest Company

Statement of Directors' Responsibilities

The directors are responsible for preparing the report and accounts in accordance with applicable law and regulations

Company law requires the directors to prepare accounts for each financial year. Under that law the directors have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these accounts, the directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Togetherworks Community Interest Company

Report to the directors on the preparation of the unaudited statutory accounts of Togetherworks Community Interest Company for the year ended 31 March 2011

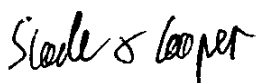
In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Togetherworks Community Interest Company for the year ended 31 March 2011 which comprise of the Profit and Loss Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given us

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at [http //rulebook accaglobal com/](http://rulebook.accaglobal.com/)

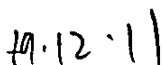
This report is made solely to the Board of Directors of Togetherworks Community Interest Company, as a body, in accordance with the terms of our engagement letter dated 16 May 2011. Our work has been undertaken solely to prepare for your approval the accounts of Togetherworks Community Interest Company and state those matters that we have agreed to state to the Board of Directors of Togetherworks Community Interest Company, as a body, in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at [http //www accaglobal com/factsheet163](http://www.accaglobal.com/factsheet163). To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Togetherworks Community Interest Company and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Togetherworks Community Interest 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 loss of Togetherworks Community Interest Company. You consider that Togetherworks Community Interest 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 Togetherworks Community Interest 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.



Slade & Cooper Limited
Accountants
6 Mount Street
Manchester
M2 5NS



Togetherworks Community Interest Company
Profit and Loss Account
for the year ended 31 March 2011

| | Notes | 2011 £ | 2010 £ |
|---|--------------|-------------------|-------------------|
| Turnover | | 12,750 | 8,070 |
| Administrative expenses | | (145,436) | (120,659) |
| Other operating income | 2 | 123,667 | 113,859 |
| Operating (loss)/profit | 3 | <u>(9,019)</u> | <u>1,270</u> |
| Interest receivable | | 1 | 11 |
| Interest payable | 4 | (375) | - |
| (Loss)/profit on ordinary activities before taxation | | <u>(9,393)</u> | <u>1,281</u> |
| Tax on (loss)/profit on ordinary activities | | - | - |
| (Loss)/profit for the financial year | | <u>(9,393)</u> | <u>1,281</u> |

Togetherworks Community Interest Company
Balance Sheet
as at 31 March 2011

| | Notes | 2011 £ | 2010 £ |
|---|-------|--------------|---------------|
| Fixed assets | | | |
| Tangible assets | 5 | 1,017 | 2,035 |
| Current assets | | | |
| Debtors | 6 | 102,567 | 36,765 |
| Creditors: amounts falling due within one year | 7 | (95,705) | (21,528) |
| Net current assets | | <u>6,862</u> | <u>15,237</u> |
| Net assets | | <u>7,879</u> | <u>17,272</u> |
| Capital and reserves | | | |
| Profit and loss account | 8 | 7,879 | 17,272 |
| Shareholders' funds | | <u>7,879</u> | <u>17,272</u> |

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006

Members have not required the company to obtain an audit in accordance with section 476 of the Act

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime

Director

Caroline Downey CAROLINE DOWNEY

Approved by the board on –

15/12/12

Togetherworks Community Interest Company
Notes to the Accounts
for the year ended 31 March 2011

1 Accounting policies

Basis of preparation

The accounts 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 the value, net of value added tax and discounts, of goods provided to customers and work carried out in respect of services provided to customers

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives

| | |
|---------------------|-------------------|
| Plant and machinery | 25% straight line |
| Motor vehicles | |

2 Other operating income

| Grants | 2011 | 2010 |
|---|----------------|----------------|
| Merseyside Expanding Horizons | - | 41,174 |
| Social Enterprise Northwest | 132,017 | 54,127 |
| Manchester Environmental Resource Centre initiative | - | 1,000 |
| Other | 2,036 | 17,558 |
| | <u>134,053</u> | <u>113,859</u> |

3 Operating profit

| | 2011 £ | 2010 £ |
|------------------------------------|--------------|--------------|
| This is stated after charging | | |
| Depreciation of owned fixed assets | <u>1,018</u> | <u>1,018</u> |

4 Interest payable

| | 2011 £ | 2010 £ |
|------------------|------------|-----------|
| Interest payable | <u>375</u> | <u>-</u> |

5 Tangible fixed assets

| | Plant and machinery etc £ |
|------------------|------------------------------------|
| Cost | |
| At 1 April 2010 | <u>4,070</u> |
| At 31 March 2011 | <u>4,070</u> |

Togetherworks Community Interest Company
Notes to the Accounts
for the year ended 31 March 2011

Depreciation

| | |
|---------------------|--------------|
| At 1 April 2010 | 2,035 |
| Charge for the year | <u>1,018</u> |
| At 31 March 2011 | <u>3,053</u> |

Net book value

| | |
|------------------|--------------|
| At 31 March 2011 | <u>1,017</u> |
| At 31 March 2010 | <u>2,035</u> |

| | | |
|------------------|----------------|---------------|
| 6 Debtors | 2011 | 2010 |
| | £ | £ |
| Trade debtors | 1,000 | 450 |
| VAT due | 8,155 | - |
| Other debtors | <u>93,412</u> | <u>36,315</u> |
| | <u>102,567</u> | <u>36,765</u> |

| | | |
|---|---------------|---------------|
| 7 Creditors: amounts falling due within one year | 2011 | 2010 |
| | £ | £ |
| Bank loans and overdrafts | 35,824 | 5,573 |
| Other taxes and social security costs | - | 1,093 |
| Accruals | <u>59,881</u> | <u>14,862</u> |
| | <u>95,705</u> | <u>21,528</u> |

| | |
|----------------------------------|----------------|
| 8 Profit and loss account | 2011 |
| | £ |
| At 1 April 2010 | 17,272 |
| Loss for the year | <u>(9,393)</u> |
| At 31 March 2011 | <u>7,879</u> |

| | | |
|--|-------------|-------------|
| 9 Related party transactions | 2011 | 2010 |
| | £ | £ |
| Michael Bull | | |
| Director of Togetherworks providing consultancy | | |
| Operational services provided in the year | 886 | 250 |
| Sarah Irving | | |
| Research and magazine production | - | 5,374 |
| J Atkinson | | |
| Director of Low Winter Sun | | |
| Consultancy provided by Low Winter Sun in the year | 5,500 | 250 |

Togetherworks Community Interest Company
Notes to the Accounts
for the year ended 31 March 2011

Paul Halfpenny

Director of Wigan Recycles

| | | |
|---|--------|-----|
| Operational services provided in the year by Wigan Recycles | 11,200 | 250 |
|---|--------|-----|

Matthew Finnegan

Director of Sound Communications

| | | |
|--|-------|---|
| Operational services provided in the year by Sound | 6,385 | - |
|--|-------|---|

Mike Abram

Director of Mutual Business Advice

| | | |
|---|-------|---|
| Operational services provided in the year by Mutual Business Advice | 4,200 | - |
|---|-------|---|

Togetherworks Community Interest Company
Profit and Loss Account
for the year ended 31 March 2011
for the information of the directors only

| | 2011 | 2010 |
|---------------------------------|----------------|--------------|
| | £ | £ |
| Sales | 12,750 | 8,070 |
| Administrative expenses | (145,436) | (120,659) |
| Other operating income | 123,667 | 113,859 |
| Operating (loss)/profit | <u>(9,019)</u> | <u>1,270</u> |
| Interest receivable | 1 | 11 |
| Interest payable | (375) | - |
| (Loss)/profit before tax | <u>(9,393)</u> | <u>1,281</u> |

Togetherworks Community Interest Company
Schedule to the Profit and Loss Account
for the year ended 31 March 2011
for the information of the directors only

| | 2011 £ | 2010 £ |
|---------------------------------|------------------|------------------|
| Sales | | |
| Consultancy | 12,500 | - |
| Sundry Income | 250 | 8,070 |
| | <u>12,750</u> | <u>8,070</u> |
| Administrative expenses | | |
| Employee costs | | |
| Salaries | 21,327 | 37,499 |
| Pension contribution | 964 | 1,698 |
| Redundancy payment | 4,321 | - |
| Admin support | 21,659 | - |
| Staff training and welfare | 792 | - |
| Training | - | 3,335 |
| Travel and meetings | 69 | 2,091 |
| | <u>49,132</u> | <u>44,623</u> |
| Premises costs | | |
| Rent and rates | 3,666 | 3,668 |
| Room hire | 1,879 | 2,147 |
| | <u>5,545</u> | <u>5,815</u> |
| General administrative expenses | | |
| Telephone | 701 | 782 |
| Postage | 1,753 | 202 |
| Office Expense | 434 | 844 |
| Publicity material | 500 | 895 |
| Irrecoverable VAT | 1,920 | - |
| Subscriptions | - | 76 |
| Bank charges | 570 | - |
| Insurance | 1,876 | 1,193 |
| Website hosting and maintenance | 1,123 | 2,760 |
| Depreciation | 1,018 | 1,018 |
| Enterprising magazine | 7,765 | 10,851 |
| Printing and reproduction | 3,185 | 3,070 |
| Monitoring fees | - | 5,748 |
| Evaluation | - | 2,925 |
| Hospitality | 534 | 1,196 |
| Sundry expenses | 85 | 105 |
| | <u>21,464</u> | <u>31,665</u> |
| Legal and professional costs | | |
| Accountancy fees | 1,134 | 2,544 |
| Consultancy fees | 67,861 | 26,854 |
| Marketing | 250 | 7,608 |
| Professional fees | - | 1,550 |
| Other legal and professional | 50 | - |
| | <u>69,295</u> | <u>38,556</u> |
| | <u>145,436</u> | <u>120,659</u> |
| Other operating income | | |
| Grants | <u>123,667</u> | <u>113,859</u> |

200343/15

CIC 34**Community Interest Company Report**

For official use
(Please leave blank)

*Please
complete in
typescript, or
in bold black
capitals.*

**Company Name in
full**

Together Works Community Interest Company

Company Number

6258093

Year Ending

31st March 2011

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a fair and accurate description of how they have benefited the community, or section of the community, which the company is intended to serve.

Three issues of the Together Works magazine *Enterprising* were published during the year and distributed to social enterprises, and to educational, business support and public sector organisations. The magazine publicised the social enterprise sector and its benefits to the local economy, community and environment, as well as promoting local social enterprises.

Social enterprises were provided with information on training, funding events etc. through e-bulletins. Networking events and events to raise awareness of the social enterprise model were held throughout the year, which raised the profile of the sector in the Greater Manchester areas.

132 social enterprises benefited from networking and training events, 34 businesses accessed direct business assistance provided by business consultants and 43 businesses were provided with general support to promote the growth of the sector.

The Sustaining Change project, delivered by Together Works in collaboration with Manchester Environmental Resource Centre initiative, continued to provide business advice to the third sector in Greater Manchester.

(If applicable, please just state "A social audit report covering these points is attached")

(Please continue on separate continuation sheet if necessary)

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are, how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear

The stakeholders of Together Works CIC include social enterprises in Greater Manchester, in particular members of the Together Works network, and supporting organisations such as Social Enterprise North West (SENW)

The primary consultation with Together Works' members takes place during the Annual General Meeting, when members have the opportunity to feed back on the activities of the Company, elect Board members, raise questions and suggest future directions for the Company. Together Works has regular contact with its members through the events that it facilitates or participates in, and an ongoing dialogue takes place regarding the best ways to support the network. Together Works is also available for discussions with its members on the telephone.

Together Works attended bimonthly Board meetings and monthly partnership meetings with SENW during which consultation took place regarding the work of Together Works ☐☐☐☐

(If applicable, please just state "A social audit report covering these points is attached")

PART 3 – DIRECTORS' REMUNERATION – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes). If no remuneration was received you must state that "no remuneration was received" below

☐

Note 9 to the Accounts provides details of transactions with Directors and related parties. All the transactions were on normal commercial terms.

There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed ☐☐☐☐

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that "no transfer of assets other than for full consideration has been made" below

☐

No transfer of assets other than for full consideration has been made ☐☐☐☐


(Please continue on separate continuation sheet if necessary)

(N.B. Please enclose a cheque for £15 payable to Companies House)

PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed



Date

15/12/2011

Office held (tick as appropriate) ☒ Director ☐ Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

| | |
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| □□□□□ | |
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| □□□□□ | Telephone □□□□□ |
| DX Number □□□□□ | DX Exchange □□□□□ |

When you have completed and signed the form, please send it to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG