

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 28 February 2019
for
S3A Trading As Belong Ltd

C J Woodhead & Co Ltd
158 Hemper Lane
Greenhill
Sheffield
South Yorkshire
S8 7FE

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Report of the Trustees
for the Year Ended 28 February 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 28 February 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 and aims of the charity are;

To provide activities for service users with learning difficulties and their families.

ACHIEVEMENT AND PERFORMANCE

The main source of income is contributions from service users for support and activities.

A small amount of income is also generated by fundraising, donations and grants.

Further systems introduced including the new till and budgeting techniques together with new spreadsheets for income and expenditure are working well.

The trustees remain satisfied with the way in which the Charity is moving forward.

FINANCIAL REVIEW

Investment policy and objectives

Under the Memorandum and Articles of Association, the charity has the power to invest in any way that the trustees wish.

The charity receives small amounts of interest on funds held in the bank account.

Reserves policy

The trustees are in the process of establishing the level of reserves which the charity ought to have. Reserves are needed to bridge funding gaps should there be a rapid fall in service contributions, donations or cafe income. This is currently believed to be £9,000. The actual level of reserves at 28 February 2019 was £6,678 (2018 - £3,226).

The trustees are aware that the level of reserves at 28 February 2019 is less than the level that they estimate would be needed to bridge funding gaps. However, there has been a further increase in the level of reserves since the year end and the Trustees are hopeful that reserves will soon meet the level required.

FUTURE PLANS

The Charity are currently considering various options relating to its future structure and governance. These include the possible restructuring of trustees and management. The possibility of a merger with another organisation is also being considered.

The Charity are keen to emphasise that any proposed or planned changes will only be made in the best interests of the future and ongoing support of service users (beneficiaries) and staff.

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.

Membership of the company must be approved by the Board of Trustees. Every person who wishes to become a member shall deliver to the company an application for membership in such form as the board require to be executed by the individual. Every member undertakes to contribute an amount (not exceeding £1) in the event of the charity winding up.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

As set out in the Articles of Association the members of the board shall not be subject to any maximum, but shall not be less than three members. No person who is not a member of the company shall in any circumstances be eligible to hold office as a member of the Council.

At the Annual General Meeting one-third of the members of the Council or, if their number is not a multiple of three, then the number nearest to one-third, shall retire from office.

Organisational structure

The Board of Trustees administers the Charity. The Trustees are in constant weekly contact with each other and also hold meetings every 7 weeks on average.

The charity employs a service manager to run the business and report to the trustees.

Induction and training of new trustees

New trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making process, the business plan and recent financial performance of the charity.

Related parties

The Charity still maintains a working relationship with S3E Ltd, a trading company who have previously provided donations to the charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

07544147 (England and Wales)

Registered Charity number

1147444

Registered office

Croft House Community Centre
Garden Street
Sheffield
South Yorkshire
S1 4BJ

Trustees

M Machin
W Brewerton
Ms R L Grimmer

Company Secretary

Independent examiner

C J Woodhead & Co Ltd
158 Hemper Lane
Greenhill
Sheffield
South Yorkshire
S8 7FE

Bankers

Unity Trust Bank
Nine Brindleyplace
Birmingham
B1 2HB

S3A Trading As Belong Ltd

Report of the Trustees
for the Year Ended 28 February 2019

Approved by order of the board of trustees on 28 November 2019 and signed on its behalf by:

M Machin - Trustee

Independent Examiner's Report to the Trustees of
S3A Trading As Belong Ltd

Independent examiner's report to the trustees of S3A Trading As Belong Ltd ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 28 February 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

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

Christopher John Woodhead
FCA
C J Woodhead & Co Ltd
158 Hemper Lane
Greenhill
Sheffield
South Yorkshire
S8 7FE

28 November 2019

Statement of Financial Activities
for the Year Ended 28 February 2019

	Notes	Unrestricted fund £	Restricted fund £	28.2.19 Total funds £	28.2.18 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		4,423	-	4,423	690
Charitable activities					
Income received		40,557	-	40,557	37,634
Post & stationery		-	-	-	10
Other trading activities	2	2,404	-	2,404	1,197
Investment income	3	9	-	9	1
Total		<u>47,393</u>	<u>-</u>	<u>47,393</u>	<u>39,532</u>
EXPENDITURE ON					
Raising funds		2,774	-	2,774	2,088
Charitable activities					
Wages		29,249	-	29,249	21,605
Rentals paid		9,000	-	9,000	9,000
Post & stationery		137	-	137	363
Travel & subsistence		49	-	49	13
Sundries		716	-	716	2,721
Depreciation		82	-	82	67
Insurance		715	-	715	687
Repairs & renewals		40	-	40	40
Bank charges		72	-	72	72
Telephone		243	-	243	224
Accountancy		864	-	864	600
Professional charges		-	-	-	635
Pensions		-	-	-	85
Total		<u>43,941</u>	<u>-</u>	<u>43,941</u>	<u>38,200</u>
NET INCOME		<u>3,452</u>	<u>-</u>	<u>3,452</u>	<u>1,332</u>
Transfers between funds	11	<u>1,200</u>	<u>(1,200)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>4,652</u>	<u>(1,200)</u>	<u>3,452</u>	<u>1,332</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>2,026</u>	<u>1,200</u>	<u>3,226</u>	<u>1,894</u>
TOTAL FUNDS CARRIED FORWARD		<u>6,678</u>	<u>-</u>	<u>6,678</u>	<u>3,226</u>

Balance Sheet
At 28 February 2019

	Notes	Unrestricted fund £	Restricted fund £	28.2.19 Total funds £	28.2.18 Total funds £
FIXED ASSETS					
Tangible assets	8	305	-	305	229
CURRENT ASSETS					
Debtors	9	2,600	-	2,600	1,498
Cash at bank and in hand		<u>4,664</u>	<u>-</u>	<u>4,664</u>	<u>3,030</u>
		7,264	-	7,264	4,528
CREDITORS					
Amounts falling due within one year	10	(891)	-	(891)	(1,531)
NET CURRENT ASSETS		<u>6,373</u>	<u>-</u>	<u>6,373</u>	<u>2,997</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>6,678</u>	<u>-</u>	<u>6,678</u>	<u>3,226</u>
NET ASSETS		<u>6,678</u>	<u>-</u>	<u>6,678</u>	<u>3,226</u>
FUNDS	11				
Unrestricted funds				6,678	2,026
Restricted funds				-	1,200
TOTAL FUNDS				<u>6,678</u>	<u>3,226</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 28 February 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 28 February 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 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
- (b) 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 special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 28 November 2019 and were signed on its behalf by:

M Machin -Trustee

-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.

Fixtures and fittings	- 20% on reducing balance
Computer equipment	- 33% 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.

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

	28.2.19	28.2.18
	£	£
Cafe income	<u>2,404</u>	<u>1,197</u>

3. INVESTMENT INCOME

	28.2.19	28.2.18
	£	£
Interest received	<u>9</u>	<u>1</u>

4. NET INCOME/(EXPENDITURE)

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

	28.2.19	28.2.18
	£	£
Depreciation - owned assets	<u>82</u>	<u>67</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 28 February 2019 nor for the year ended 28 February 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 28 February 2019 nor for the year ended 28 February 2018.

6. STAFF COSTS

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

	28.2.19	28.2.18
Administration	1	1
Support workers	<u>3</u>	<u>3</u>
	<u>4</u>	<u>4</u>

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

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	690	-	690
Charitable activities			
Income received	37,634	-	37,634
Post & stationery	10	-	10
Other trading activities	1,197	-	1,197
Investment income	<u>1</u>	<u>-</u>	<u>1</u>
Total	<u>39,532</u>	<u>-</u>	<u>39,532</u>

Notes to the Financial Statements - continued
for the Year Ended 28 February 2019

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted fund £	Total funds £
EXPENDITURE ON			
Raising funds	2,088	-	2,088
Charitable activities			
Wages	21,605	-	21,605
Rentals paid	9,000	-	9,000
Post & stationery	363	-	363
Travel & subsistence	13	-	13
Sundries	2,721	-	2,721
Depreciation	67	-	67
Insurance	687	-	687
Repairs & renewals	40	-	40
Bank charges	72	-	72
Telephone	224	-	224
Accountancy	600	-	600
Professional charges	635	-	635
Pensions	85	-	85
Total	<u>38,200</u>	<u>-</u>	<u>38,200</u>
NET INCOME	1,332	-	1,332
RECONCILIATION OF FUNDS			
Total funds brought forward	694	1,200	1,894
TOTAL FUNDS CARRIED FORWARD	<u>2,026</u>	<u>1,200</u>	<u>3,226</u>

8. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 March 2018	143	372	396	911
Additions	158	-	-	158
At 28 February 2019	<u>301</u>	<u>372</u>	<u>396</u>	<u>1,069</u>
DEPRECIATION				
At 1 March 2018	29	294	359	682
Charge for year	54	16	12	82
At 28 February 2019	<u>83</u>	<u>310</u>	<u>371</u>	<u>764</u>
NET BOOK VALUE				
At 28 February 2019	<u>218</u>	<u>62</u>	<u>25</u>	<u>305</u>
At 28 February 2018	<u>114</u>	<u>78</u>	<u>37</u>	<u>229</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	28.2.19 £	28.2.18 £
Trade debtors	2,600	1,495
Other debtors	-	3
	<u>2,600</u>	<u>1,498</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	28.2.19 £	28.2.18 £
Trade creditors	-	750
Social security and other taxes	251	181
Accrued expenses	640	600
	<u>891</u>	<u>1,531</u>

11. MOVEMENT IN FUNDS

	At 1.3.18 £	Net movement in funds £	Transfers between funds £	At 28.2.19 £
Unrestricted funds				
General fund	2,026	3,452	1,200	6,678
Restricted funds				
Restricted fund	1,200	-	(1,200)	-
TOTAL FUNDS	<u>3,226</u>	<u>3,452</u>	<u>-</u>	<u>6,678</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	47,393	(43,941)	3,452
TOTAL FUNDS	<u>47,393</u>	<u>(43,941)</u>	<u>3,452</u>

11. MOVEMENT IN FUNDS - continued**Comparatives for movement in funds**

	At 1.3.17 £	Net movement in funds £	At 28.2.18 £
Unrestricted Funds			
General fund	694	1,332	2,026
Restricted Funds			
Restricted fund	1,200	-	1,200
TOTAL FUNDS	<u>1,894</u>	<u>1,332</u>	<u>3,226</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	39,532	(38,200)	1,332
TOTAL FUNDS	<u>39,532</u>	<u>(38,200)</u>	<u>1,332</u>

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

	At 1.3.17 £	Net movement in funds £	Transfers between funds £	At 28.2.19 £
Unrestricted funds				
General fund	694	4,784	1,200	6,678
Restricted funds				
Restricted fund	<u>1,200</u>	<u>-</u>	<u>(1,200)</u>	<u>-</u>
TOTAL FUNDS	<u>1,894</u>	<u>4,784</u>	<u>-</u>	<u>6,678</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	86,925	(82,141)	4,784
TOTAL FUNDS	<u>86,925</u>	<u>(82,141)</u>	<u>4,784</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 28 February 2019.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.