

THE CYRIL FLINT VOLUNTEER CHARITY LTD

Registered Charity Number: 1146179

Registered Company Number: 07962245

THE CYRIL FLINT VOLUNTEER CHARITY LTD
TRUSTEES' REPORT AND UNAUDITED FINANCIAL
STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021



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THE CYRIL FLINT VOLUNTEER CHARITY LTD

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

REFERENCE AND ADMINISTRATIVE INFORMATION

| | |
|----------------------------|---|
| Registered Charity Number: | 1146179 |
| Registered Company Number: | 07962245 |
| Registered address: | The Sharples Building 1 – 3 Church Road Urmston Manchester M41 9EH |
| Trustees: | D O'Donaghue B Clark B Evans C Farrugia P Farrugia E McVerry K O'Connor R Tansey-Brown |
| Bankers: | Royal Bank of Scotland 8 th Floor 1 Hardman Boulevard Manchester M3 3AQ |
| Independent examiner: | J A Fox 1 Tintern Avenue Flixton Manchester M41 6FJ |

THE CYRIL FLINT VOLUNTEER CHARITY LTD

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report along with the financial statements of the charity for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charities Act 2011, the Companies Act 2006, the charity's Memorandum and Articles of Association and 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 2019). The reference and administrative information on page 2 forms part of this report.

Structure, governance and management

The charity was incorporated as a company limited by guarantee on 23 February 2012 and is constituted under its Articles of Association. It is registered under charity number 1146179 and company number 07962245.

The following trustees served throughout the year to 31 March 2021 and to the date of this report, unless otherwise indicated.

PE McCloskey (Chair – resigned 23 July 2020)
D O'Donaghue (Chair)
B Clark (appointed 14 September 2021)
B Evans
C Farrugia (appointed 14 September 2021)
P Farrugia (appointed 14 September 2021)
M Forsyth (resigned 19 January 2021)
E McVerry (appointed 14 September 2021)
K O'Connor
R Tansey-Brown

The Board of Trustees is responsible for the strategic direction of the organisation.

New trustees are recruited and appointed in line with the Memorandum and Articles of Association. New trustees are provided with an induction pack and training is provided as considered necessary.

Objectives and activities

The objectives of the charity are to provide relief to those in need by reason of old age and/or ill health, through the provision of a befriending service in England. The charity promotes social inclusion to those who are excluded from society because they are house bound, or unable to access transport, or by lack of social network or other reason, by the provision of:

- 1) a befriending and volunteering service visiting people in their own home
- 2) a befriending and volunteering service supporting people to access local community facilities
- 3) support to access information technology at home to enable greater social inclusion
- 4) preventative care and measures
- 5) the aforementioned services and support to enable them to retain independence

Public benefit

The charity's trustees have complied with their duty in the Charities Act 2011 to have due regard to guidance published by the Charity Commission on public benefit. Our main activities and who we try to help are described above. All our charitable activities focus on promoting social inclusion and are undertaken to further our charitable purposes for public benefit.

THE CYRIL FLINT VOLUNTEER CHARITY LTD

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

Achievement and performance

The charity recruited 60 new volunteers this year. Whilst this is below our annual target of 70, the trustees were impressed that volunteer recruitment remained high during the Covid-19 pandemic when a lot of the population were asked to isolate and 'shield'. This level of recruitment was due to the charity's swift ability to adapt its service in line with the government guidance, to meet the changing needs of the elderly members of the wider community.

Training was conducted via Zoom and our service for existing users was adapted from face to face home visits to 'support bubbles' and, where appropriate and safe, garden visits. New friendships were created over the phone, allowing the service to continue and the older isolated members of our community to be supported during very frightening times.

The trustees would like to thank all staff and volunteers who exceeded expectations in supporting the older members of the community, from phone calls to door step food drops.

The trustees would also like to pay tribute to Patrick McCloskey. Patrick resigned as Chair of Trustees on 23 July 2020 and sadly passed away shortly afterwards. Patrick was a great man to work with, he was passionate about helping the charity grow, helping as many people as possible. Patrick was actively involved in all aspects of the charity and helped it become what it is today. The trustees will always be grateful to Patrick and thank him for his contribution and dedication to Cyril Flint.

Financial review

During the year the charity was successful in sourcing funding from a number of donors resulting in income of £103k. With expenditure of £68k, this resulted in £35k being added to the charity's reserves

The trustees would like to acknowledge all donors, including the Garfield Weston Foundation and The Henry Smith Charity.

Reserves policy

Reserves are maintained at a level to meet the working capital requirements of the charity. The reserves policy requires a minimum level of £10k. At 31 March 2021 unrestricted funds were £80k (2020 £40K). Whilst the Covid-19 virus has hampered fundraising efforts, it has also meant the charity's expenses have reduced accordingly. In the months following the year end the trustees consider this reserves level appropriate.

Future plans

Due to the unprecedented times we find ourselves in, our five-year plan is currently on hold pending a strategic review and the budget for year 2022 will reflect this. Future development of the charity is informed by our fundraising strategy highlighting the aims and objectives of how we plan to secure new funding to deliver the charity's services sustainably over the long term. This includes philanthropic trusts and foundations and a calendar of fundraising events organised by both the charity and its supporters, including quiz nights, coffee morning and sponsored events. Funding will also be sought from the Big Lottery, Local Authorities, Clinical Commissioning Groups and Corporate Giving Schemes.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021 (continued)

Trustees' Responsibilities for the financial statements

The charity trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the income and expenditure of the charitable company for that period. In preparing the 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 judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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

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.

This report has been prepared in accordance with the 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) and in accordance with the provisions applicable to companies subject to the small companies' regime.

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

Approval

The report of the Trustees was approved by the Board on behalf by:


D O'Donaghue
Trustee

9/4 2021 and signed on its

THE CYRIL FLINT VOLUNTEER CHARITY LTD

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CYRIL FLINT VOLUNTEER CHARITY LTD ("the company")

I report to the trustees on my examination of the financial statements of the company for the year ended 31 March 2021.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements 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 company's financial statements 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 that:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act, or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a true and fair view which is not a matter considered as part of an independent examination; or
4. the financial statements 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 financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)).

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 financial statements to be reached.

Signed:



Janine Fox
1 Tintern Avenue
Flixton
Manchester
M41 6FJ

Date: 9 November 2021

THE CYRIL FLINT VOLUNTEER CHARITY LTD

Statement of Financial Activities (including an income & expenditure account)
For the year ended 31 March 2021

| | Note | Unrestricted Funds 2021 £ | Restricted Funds 2021 £ | Total Funds 2021 £ | Total Funds 2020 £ |
|------------------------------------|------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Income | | | | | |
| Donations and legacies | | 103,156 | - | 103,156 | 116,192 |
| Total income | | 103,156 | - | 103,156 | 116,192 |
| Expenditure | | | | | |
| Raising funds | | 8,693 | - | 8,693 | 15,541 |
| Charitable activities | | 54,809 | 4,667 | 59,476 | 78,507 |
| Total expenditure | | 63,502 | 4,667 | 68,169 | 94,048 |
| Net income/(expenditure) | | 39,654 | (4,667) | 34,987 | 22,144 |
| Net movement in funds | | 39,654 | (4,667) | 34,987 | 22,144 |
| Total funds brought forward | | 40,048 | 4,667 | 44,715 | 22,571 |
| Total funds carried forward | 10 | 79,702 | - | 79,702 | 44,715 |

The Statement of Financial Activities includes all gains and losses in the year.

All activities relate to continuing operations.

The notes form part of these financial statements.

THE CYRIL FLINT VOLUNTEER CHARITY LTD

Balance Sheet at 31 March 2021 Company number: 07962245

| | Note | <u>2021</u> £ | <u>2021</u> £ | <u>2020</u> £ | <u>2020</u> £ |
|---------------------------------------|------|------------------|----------------------|------------------|----------------------|
| FIXED ASSETS | | | | | |
| Tangible fixed assets | 6 | | 1,419 | | 2,129 |
| CURRENT ASSETS | | | | | |
| Debtors due within one year | 7 | 4,344 | | 2,263 | |
| Cash at bank and in hand | | 77,365 | | 51,266 | |
| | | <u>81,709</u> | | <u>53,529</u> | |
| CURRENT LIABILITIES | | | | | |
| Creditors falling due within one year | 8 | <u>(3,426)</u> | | <u>(10,943)</u> | |
| NET CURRENT ASSETS | | | <u>78,283</u> | | <u>42,586</u> |
| NET ASSETS | | | <u><u>79,702</u></u> | | <u><u>44,715</u></u> |
| REPRESENTED BY: | | | | | |
| FUNDS | | | | | |
| Unrestricted general funds | 11 | | 79,702 | | 40,048 |
| Restricted funds | 11 | | - | | 4,667 |
| | | | <u><u>79,702</u></u> | | <u><u>44,715</u></u> |

THE CYRIL FLINT VOLUNTEER CHARITY LTD

Balance Sheet at 31 March 2021 (continued)
Company number: 07962245

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 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 396 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.

Approved by the trustees on

9/4

2021 and signed on their behalf by:



D O'Donaghue
Trustee

The notes form part of these financial statements.

**Notes to the Financial Statements
For the year ended 31 March 2021**

1. Accounting policies

a) Basis of preparation

The financial statements of the charitable company have been prepared in accordance with 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 2019) - (Charities SORP (FRS 102)), and the Companies Act 2006.

The charitable company meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s). The functional currency is £ sterling.

b) Critical accounting judgements and key sources of estimation uncertainty

In applying the charitable company's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The trustees do not consider any such judgements or estimates have had a material impact on the financial statements.

c) Going concern

The trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The period which the trustees have considered in this assessment is at least 12 months from the date of approval of these financial statements.

In arriving at their conclusion the trustees have prepared budgets and cash flow forecasts and have considered factors including the impact of the COVID-19 pandemic, particularly in regard to social distancing requirements, on fundraising and on the services the charity is able to deliver, the control of costs, together with the level of reserves and cash the charity holds.

On this basis they continue to adopt the going concern basis of accounting in preparing these financial statements.

d) 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.

Voluntary income received by way of grants is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

**Notes to the Financial Statements
For the year ended 31 March 2021**

1. Accounting policies (continued)

Income from grants related to performance and specific deliverables are recognised as the charity earns the right to consideration by its performance.

Income received by way of donation is included in the Statement of Financial Activities when received in the charity's bank account, as this is when the recognition criteria are considered to have been met.

Income for the year ended 31 March 2021 includes £6,535 in relation to the HMRC Covid Job Retention Scheme.

e) 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 costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources on a time spent basis.

f) Tangible fixed assets

Depreciation is provided in order to write off each asset over its estimated useful life of 4 years.

g) Taxation

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

h) 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.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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

i) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

j) Legal status of the charity

The charity is a limited by guarantee and has no share capital.

k) Pensions

The charity operates a defined contribution pension scheme. The pension costs charged in the financial statements represent the contributions payable by the charity during the year.

THE CYRIL FLINT VOLUNTEER CHARITY LTD

Notes to the Financial Statements For the year ended 31 March 2021

2. Net income/(expenditure)

Net income/(expenditure) is stated after charging:

| | <u>2021</u> £ | <u>2020</u> £ |
|------------------------------|------------------|------------------|
| Independent examination fees | 2,050 | 2,000 |
| Depreciation | 710 | 710 |
| | <u>2,760</u> | <u>2,710</u> |

3. Trustees' remuneration and benefits

There was no trustees' remuneration, other benefits or trustees' expenses for the year ended 31 March 2021 or for the year ended 31 March 2020. The trustees are considered to be the charity's key management personnel.

There were no related party transactions other than as disclosed below.

4. Related party transactions

In the year ended 31 March 2021, there were no related party transactions involving the trustees.

In the year ended 31 March 2020, the charity received donations totalling £14,583 from The Human Support Group Limited. Two of the charity's trustees were employed by The Human Support Group Limited. Costs of £6,468 were incurred under a service level agreement with The Human Support Group Limited. Unrestricted donations of £3,750 were received from trustees.

5. Staff costs

| | <u>2021</u> £ | <u>2020</u> £ |
|-----------------------|------------------|------------------|
| Salaries and wages | 43,200 | 68,851 |
| Social security costs | - | 7,110 |
| Pension contributions | 1,260 | 1,428 |
| | <u>44,460</u> | <u>77,389</u> |

The average number of employees during the year was:

| | Number | Number |
|--|----------|----------|
| Staff numbers | | |
| Administration and support (full time equivalent 1.7 (2020 – 2.7)) | 3 | 4 |
| | <u>3</u> | <u>4</u> |

No employee (2020: none) earned more than £60,000 during the year.

THE CYRIL FLINT VOLUNTEER CHARITY LTD

Notes to the Financial Statements For the year ended 31 March 2021

6. Tangible fixed assets

| | Office equipment etc £ |
|--------------------------|------------------------------|
| Cost | |
| At 1 April 2020 | 3,782 |
| Additions | - |
| | <hr/> |
| At 31 March 2021 | 3,782 |
| | <hr/> |
| Depreciation | |
| At 1 April 2020 | 1,653 |
| Provided during the year | 710 |
| | <hr/> |
| At 31 March 2021 | 2,363 |
| | <hr/> |
| Net book value | |
| At 31 March 2021 | 1,419 |
| | <hr/> |
| At 31 March 2020 | 2,129 |
| | <hr/> |

7. Debtors due within one year

| | <u>2021</u> £ | <u>2020</u> £ |
|----------------|------------------|------------------|
| Other debtors | 4,344 | - |
| Accrued income | - | 2,263 |
| | <hr/> | <hr/> |
| | 4,344 | 2,263 |
| | <hr/> | <hr/> |

8. Creditors falling due within one year

| | <u>2021</u> £ | <u>2020</u> £ |
|--|------------------|------------------|
| Social security and other taxes | - | 3,529 |
| Other creditors | - | 476 |
| Accruals and deferred income | 3,426 | 6,938 |
| | <hr/> | <hr/> |
| | 3,426 | 10,943 |
| | <hr/> | <hr/> |
| Deferred income (relates to grants related to future periods): | | |
| | <u>2021</u> £ | <u>2020</u> £ |
| Balance brought forward | 4,900 | 13,200 |
| Released to income in the year | (4,900) | (13,200) |
| Deferred in the year | - | 4,900 |
| | <hr/> | <hr/> |
| | - | 4,900 |
| | <hr/> | <hr/> |

THE CYRIL FLINT VOLUNTEER CHARITY LTD

**Notes to the Financial Statements
For the year ended 31 March 2021**

9. Financial instruments

Financial assets measured at amortised cost:

| | <u>2021</u> £ | <u>2020</u> £ |
|--|-------------------|-------------------|
| Included within other debtors, accrued income and cash at bank and in hand | 81,709 | 53,529 |
| | <u> </u> | <u> </u> |

Financial liabilities measured at amortised cost:

| | <u>2021</u> £ | <u>2020</u> £ |
|---------------------------------|-------------------|-------------------|
| Included within other creditors | - | 476 |
| | <u> </u> | <u> </u> |

10. Analysis of net assets between funds

| 2021 | Fixed assets £ | Net current assets £ | Total £ |
|--------------------|-------------------------------|-------------------------------------|--------------------|
| Restricted funds | - | - | - |
| Unrestricted funds | 1,419 | 78,283 | 79,702 |
| | <u>1,419</u> | <u>78,283</u> | <u>79,702</u> |

| 2020 | Fixed assets £ | Net current assets £ | Total £ |
|--------------------|-------------------------------|-------------------------------------|--------------------|
| Restricted funds | - | 4,667 | 4,667 |
| Unrestricted funds | 2,129 | 37,919 | 40,048 |
| | <u>2,129</u> | <u>42,586</u> | <u>44,715</u> |

THE CYRIL FLINT VOLUNTEER CHARITY LTD

Notes to the Financial Statements For the year ended 31 March 2021

11. Statement of reserves

| 2021 | At 31 March 2020 £ | Income £ | Expenditure £ | Transfers £ | At 31 March 2021 £ |
|--------------------|-----------------------------|-------------|------------------|----------------|--------------------------|
| Unrestricted funds | 40,048 | 103,156 | (63,502) | - | 79,702 |
| Restricted funds | 4,667 | - | (4,667) | - | - |
| Total | 44,715 | 103,156 | (68,169) | - | 79,702 |

| 2020 | At 31 March 2019 £ | Income £ | Expenditure £ | Transfers £ | At 31 March 2020 £ |
|--------------------|-----------------------------|-------------|------------------|----------------|--------------------------|
| Unrestricted funds | 18,923 | 114,907 | (93,782) | - | 40,048 |
| Restricted funds | 3,648 | 1,285 | (266) | - | 4,667 |
| Total | 22,571 | 116,192 | (94,048) | - | 44,715 |

Restricted funds

The restricted fund relates to funds donated to be used in Cumbria.

12. Pension commitments

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions totalling £1,260 (2020: £1,428) were paid in the year. An amount owed of £139 is included within the balance sheet at the year end (2020 - £476).

THE CYRIL FLINT VOLUNTEER CHARITY LTD

Notes to the Financial Statements
For the year ended 31 March 2021

13. Prior year Statement of Financial Activities

| | Unrestricted Funds £ | Restricted Funds £ | Total 2020 £ |
|---------------------------------|----------------------------|--------------------------|-----------------|
| Income | | | |
| Donations and legacies | 114,907 | 1,285 | 116,192 |
| Total Income | 114,907 | 1,285 | 116,192 |
| Expenditure | | | |
| Raising funds | 15,541 | - | 15,541 |
| Charitable activities | 78,241 | 266 | 78,507 |
| Total Expenditure | 93,782 | 266 | 94,048 |
| Net income | 21,125 | 1,019 | 22,144 |
| Net movement in funds | 21,125 | 1,019 | 22,144 |
| Balances brought forward | 18,923 | 3,648 | 22,571 |
| Balances carried forward | 40,048 | 4,667 | 44,715 |