

# **Citizenship for Life Community Interest Company**

## **Annual Report and Unaudited Financial Statements Year Ended 31 July 2016**

**Registration number: 09152393**

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# **Citizenship for Life Community Interest Company**

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# **Citizenship for Life Community Interest Company**

## **Company Information**

**Directors** Mrs Lynsey Dee Dennis  
Mr Richard Anthony Williams  
Mr Paul Beevers  
Miss Charlotte Lucy Caldwell  
Mr Christopher Adam Ring

**Company secretary** Miss Charlotte Lucy Caldwell

**Registered office** 4 Chellean Vean  
Frogpool  
Truro  
Cornwall  
TR4 8SG

**Bankers** Barclays Bank  
14 King Street  
Truro  
Cornwall  
TR1 2RB

**Accountants** Francis Clark LLP  
Chartered Accountants  
Lowin House  
Tregolls Road  
Truro  
Cornwall  
TR1 2NA

# **Citizenship for Life Community Interest Company**

## **Directors' Report**

**Year Ended 31 July 2016**

The directors present their report and the financial statements for the year ended 31 July 2016. The comparative figure represents the period from 29 July 2014 to 31 July 2015.

### **Directors of the company**

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

Mrs Lynsey Dee Dennis

Mr Richard Anthony Williams

Mr Paul Beevers

Miss Charlotte Lucy Caldwell

Mrs Catherine Jane Robinson (resigned 5 November 2015)

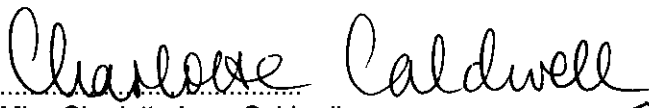
The following director was appointed after the year end:

Mr Christopher Adam Ring (appointed 21 February 2017)

### **Small companies provision statement**

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

Approved by the Board on 27.4.17 and signed on its behalf by:

  
Miss Charlotte Lucy Caldwell  
Director

# **Citizenship for Life Community Interest Company**

## **Statement of Directors' Responsibilities**

The directors acknowledge their responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements 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 financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements 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 financial statements 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.

## **Citizenship for Life Community Interest Company**

### **Profit and Loss Account**

**Year Ended 31 July 2016**

	<b>Note</b>	<b>2016 £</b>	<b>2015 £</b>
Turnover		-	-
Cost of sales		<u>(6,563)</u>	<u>-</u>
Gross deficit		(6,563)	-
Administrative expenses		(9,236)	-
Other operating income		<u>10,735</u>	<u>5,064</u>
Operating (deficit)/surplus		<u>(5,064)</u>	<u>5,064</u>
(Deficit)/surplus before tax		<u>(5,064)</u>	<u>5,064</u>
(Deficit)/surplus for the financial year		<u>(5,064)</u>	<u>5,064</u>

# Citizenship for Life Community Interest Company

## Balance Sheet

31 July 2016

	Note	2016 £	2015 £
<b>Fixed assets</b>			
Tangible assets	4	682	-
<b>Current assets</b>			
Debtors	5	1,013	-
Cash at bank and in hand		<u>22,820</u>	<u>5,064</u>
		23,833	5,064
<b>Creditors: Amounts falling due within one year</b>	6	<u>(24,515)</u>	<u>-</u>
<b>Net current (liabilities)/assets</b>		<u>(682)</u>	<u>5,064</u>
<b>Net assets</b>		<u>-</u>	<u>5,064</u>
<b>Capital and reserves</b>			
Profit and loss account		<u>-</u>	<u>5,064</u>
<b>Total equity</b>		<u>-</u>	<u>5,064</u>

# Citizenship for Life Community Interest Company

## Balance Sheet

31 July 2016

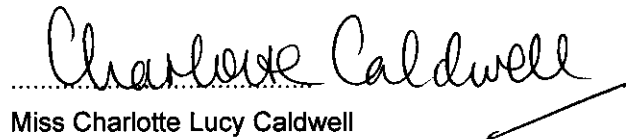
For the financial year ending 31 July 2016 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

### Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared and delivered in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised by the Board on 27.4.17 and signed on its behalf by:



Miss Charlotte Lucy Caldwell

Director

Company Registration Number: 09152393

# **Citizenship for Life Community Interest Company**

## **Notes to the Financial Statements**

**Year Ended 31 July 2016**

### **1 General information**

The company is a company limited by guarantee incorporated in England and Wales.

The address of its registered office is:

4 Chellean Vean

Frogpool

Truro

Cornwall

TR4 8SG

### **2 Accounting policies**

#### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### **Statement of compliance**

These financial statements have been prepared in accordance with Financial Reporting Standard 102 Section 1A - 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006.

#### **Basis of preparation**

These financial statements have been prepared using the historical cost convention except that as disclosed in the accounting policies certain items are shown at fair value.

#### **Change in basis of accounting**

The company's financial statements have been prepared in accordance with FRS102 - the Financial Reporting Standard applicable in the UK and Republic of Ireland. The company has transferred from previously extant UK GAAP to FRS102 as at 29 July 2014. There is no material impact on the reported financial position and financial performance.

There are no material departures from FRS102.

#### **Revenue recognition**

The company recognises revenue when:

- The amount of revenue can be reliably measured;
- it is probable that future economic benefits will flow to the entity;
- and specific criteria have been met for each of the company's activities.

#### **Other grants**

Grants and donations received for the programme are included in the Profit and Loss Account as 'Other Operating Income'. The accrual model is applied, with the income being recognised in revenue on a systematic basis over the periods in which the related costs are recognised. Unspent revenue grant income is treated as deferred income.

#### **Tangible assets**

Tangible assets are stated in the balance sheet at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

# Citizenship for Life Community Interest Company

## Notes to the Financial Statements

Year Ended 31 July 2016

### **Depreciation**

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Computer Equipment	25% Reducing Balance

### **Financial instruments**

#### **Classification**

The company holds the following financial instruments:

- Short term trade and other debtors and creditors; and
- Cash and bank balances.

All financial instruments are classified as basic.

#### **Recognition and measurement**

The company has chosen to apply the recognition and measurement principles in FRS102.

Financial instruments are recognised when the company becomes party to the contractual provisions of the instrument and derecognised when in the case of assets, the contractual rights to cash flows from the assets expire or substantially all the risks and rewards of ownership are transferred to another party, or in the case of liabilities, when the company's obligations are discharged, expire or are cancelled.

Basic financial assets comprise short term trade and other debtors and cash and bank balances. Basic financial liabilities comprise short term trade and other creditors.

Such instruments are initially measured at transaction price, including transaction costs, and are subsequently carried at the undiscounted amount of the cash or other consideration expected to be paid or received, after taking account of impairment adjustments.

### **3 Staff numbers**

The average number of persons employed by the company (including directors) during the year, was 1 (2015 - 1).

# Citizenship for Life Community Interest Company

## Notes to the Financial Statements

Year Ended 31 July 2016

### 4 Tangible assets

	Computer Equipment £	Total £
<b>Cost or valuation</b>		
Additions	771	771
At 31 July 2016	771	771
<b>Depreciation</b>		
Charge for the year	89	89
At 31 July 2016	89	89
<b>Carrying amount</b>		
At 31 July 2016	682	682

### 5 Debtors

	2016 £
Prepayments	1,013
	1,013

### 6 Creditors

	2016 £
<b>Due within one year</b>	
Trade creditors	20
Accrued expenses	800
Deferred income	23,695
	24,515

### 7 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.

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## Community Interest Company Report

**For official use**  
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***Please  
complete in  
typescript, or  
in bold black  
capitals.***

**Company Name in  
full**

Citizenship for Life CIC

**Company Number**

91523933

**Year Ending**

31<sup>st</sup> July 2016

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.

**(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)**

**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 description of how they have benefited the community.

The CIC has successfully delivered a Citizenship for Life programme to young people aged 13-14 years from some of the most deprived areas in Cornwall. All the participant young people have been paired with a volunteer mentor from the local business community who has attended all the programme days with them. During the year, the programme days have focused on issues and themes including Team Building, Sustainability, Homelessness, Skills and Apprenticeships, Crime, Entrepreneurship, the Law and Doing the right thing, Courage and Challenge, and Respect & Behaviour.

We have recruited our part time employee which was a positive turning point in the year (November 2015) following the successful award of a grant from the Millennium fund, 'Un Ltd'.

All our volunteer Board directors continue to support the CIC's work in many varied ways including attending the programme days, supporting the recruitment and selection of the participant young people and also the recruitment, selection and training of the volunteer mentors from within the community.

All those who have been participants on the programme have benefitted by learning new skills, meeting new people, gaining greater self-confidence and by learning what being a good citizen is all about. We look forward to another successful year ahead.

*(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.

Our stakeholders include our programme participants, ie the young people who face personal challenges (including bullying, bereavement, low self confidence etc), local businesses who support by providing volunteer mentors to work with each young person, local supporters and sponsors who donate to the programme either in kind or financially, parents/ guardians of the young people and key organisations who fund our work through grants given.

We consult with these stakeholders in a variety of ways including;

- Face to face meetings
- C4L presentation sessions
- Celebration event
- By email and phone
- Via the media with positive press coverage about how we are supporting the challenged young people
- Via our website and through films we have had made to support our work.

*(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.

No remuneration was received.

**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.)*

## PART 5 – SIGNATORY

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

Signed

Charles Caldwell

Date 5.4.17

Office held (delete 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.

Tel	
DX Number	DX Exchange

**When you have completed and signed the form, please attach it to the accounts and send both forms by post 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, 4<sup>th</sup> 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

The accounts and CIC34 **cannot** be filed online

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