

**REPORT OF THE DIRECTORS AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2018
FOR
PAUL CLARKE (STAFFORDSHIRE) COMMUNITY
INTEREST COMPANY**

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**PAUL CLARKE (STAFFORDSHIRE) COMMUNITY
INTEREST COMPANY**

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for the Year Ended 31 July 2018**

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**PAUL CLARKE (STAFFORDSHIRE) COMMUNITY
INTEREST COMPANY**

**COMPANY INFORMATION
for the Year Ended 31 July 2018**

DIRECTORS:

Miss C A Burt
D F P De Gale

REGISTERED OFFICE:

Paul Clarke Haven Chatterley Road
Tunstall
Stoke On Trent
Staffordshire
ST6 4PX

REGISTERED NUMBER:

10281369 (England and Wales)

ACCOUNTANTS:

DJ Associates
64 Scott Lidgett Road
Burslem
Stoke on Trent
ST6 4NH

**PAUL CLARKE (STAFFORDSHIRE) COMMUNITY
INTEREST COMPANY**

**REPORT OF THE DIRECTORS
for the Year Ended 31 July 2018**

The directors present their report with the financial statements of the company for the year ended 31 July 2018.

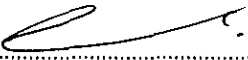
DIRECTORS

The directors shown below have held office during the whole of the period from 1 August 2017 to the date of this report.

Miss C A Burt
D F P De Gale

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

ON BEHALF OF THE BOARD:



Miss C A Burt - Director

Date: 09.04.19

**PAUL CLARKE (STAFFORDSHIRE) COMMUNITY
INTEREST COMPANY**

**INCOME STATEMENT
for the Year Ended 31 July 2018**

	Notes	Year Ended 31.7.18 £	Period 15.7.16 to 31.7.17 £
TURNOVER		256,066	192,764
Cost of sales		<u>164,938</u>	<u>144,954</u>
GROSS SURPLUS		91,128	47,810
Administrative expenses		<u>80,676</u>	<u>64,268</u>
OPERATING SURPLUS/(DEFICIT) and SURPLUS/(DEFICIT) BEFORE TAXATION		10,452	(16,458)
Tax on surplus/(deficit)		<u>-</u>	<u>-</u>
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR		<u><u>10,452</u></u>	<u><u>(16,458)</u></u>

The notes form part of these financial statements

**PAUL CLARKE (STAFFORDSHIRE) COMMUNITY
INTEREST COMPANY (REGISTERED NUMBER: 10281369)**

**BALANCE SHEET
31 July 2018**

	Notes	2018 £	2017 £
FIXED ASSETS			
Tangible assets	5	1,316	1,804
CURRENT ASSETS			
Debtors	6	18,500	588
Cash at bank and in hand		44,665	73,758
		<u>63,165</u>	<u>74,346</u>
CREDITORS			
Amounts falling due within one year	7	70,487	92,608
NET CURRENT LIABILITIES		<u>(7,322)</u>	<u>(18,262)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>(6,006)</u>	<u>(16,458)</u>
RESERVES			
Income and expenditure account		<u>(6,006)</u>	<u>(16,458)</u>
		<u>(6,006)</u>	<u>(16,458)</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 July 2018.

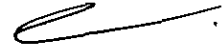
The members have not required the company to obtain an audit of its financial statements for the year ended 31 July 2018 in accordance with Section 476 of the Companies Act 2006.

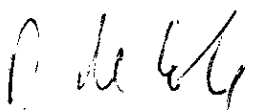
The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which 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 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 company.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on 09.04.19 and were signed on its behalf by:


.....
Miss C A Burt - Director


.....
D F P De Gale - Director

The notes form part of these financial statements

**PAUL CLARKE (STAFFORDSHIRE) COMMUNITY
INTEREST COMPANY**

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 July 2018**

1. STATUTORY INFORMATION

Paul Clarke (Staffordshire) Community Interest Company is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

The presentation currency of the financial statements is the Pound Sterling (£).

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of 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.

Turnover

Turnover is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

Tangible fixed assets

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

Taxation

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to surplus or deficit on a straight line basis over the period of the lease.

3. EMPLOYEES AND DIRECTORS

The average number of employees during the year was 11 (2017 - 11).

**PAUL CLARKE (STAFFORDSHIRE) COMMUNITY
INTEREST COMPANY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 July 2018**

4. OPERATING SURPLUS/(DEFICIT)

The operating surplus (2017 - operating deficit) is stated after charging:

	Year Ended 31.7.18 £	Period 15.7.16 to 31.7.17 £
Depreciation - owned assets	<u>488</u>	<u>285</u>

5. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 August 2017 and 31 July 2018	<u>1,870</u>	<u>219</u>	<u>2,089</u>
DEPRECIATION			
At 1 August 2017	<u>212</u>	<u>73</u>	<u>285</u>
Charge for year	<u>415</u>	<u>73</u>	<u>488</u>
At 31 July 2018	<u>627</u>	<u>146</u>	<u>773</u>
NET BOOK VALUE			
At 31 July 2018	<u>1,243</u>	<u>73</u>	<u>1,316</u>
At 31 July 2017	<u>1,658</u>	<u>146</u>	<u>1,804</u>

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade debtors	<u>18,500</u>	<u>588</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade creditors	<u>16,405</u>	<u>16,766</u>
Taxation and social security	<u>7,956</u>	<u>3,130</u>
Other creditors	<u>46,126</u>	<u>72,712</u>
	<u>70,487</u>	<u>92,608</u>

**PAUL CLARKE (STAFFORDSHIRE) COMMUNITY
INTEREST COMPANY**

**DETAILED INCOME AND EXPENDITURE ACCOUNT
for the Year Ended 31 July 2018**

	Year Ended 31.7.18		Period 15.7.16 to 31.7.17	
	£	£	£	£
Sales		256,066		192,764
Cost of sales				
Purchases	13,620		21,406	
Wages	151,318		123,548	
		<u>164,938</u>		<u>144,954</u>
GROSS SURPLUS		91,128		47,810
Expenditure				
Rates and water	4,468		3,348	
Insurance	5,476		2,124	
Light and heat	21,727		4,080	
Vehicle Hire	682		254	
Telephone	1,319		921	
Post and stationery	1,218		2,206	
Advertising	-		815	
Motor expenses	1,511		-	
Staff Training	784		150	
Subscriptions	-		1,647	
Repairs and renewals	14,714		8,844	
Household and cleaning	1,475		1,036	
Computer costs	-		360	
Sundry expenses	152		641	
Funeral planning	-		2,000	
Accountancy	8,053		7,800	
Bookkeeping Fees	-		3,240	
Consultancy fees	18,543		23,557	
Entertaining	-		960	
		<u>80,122</u>		<u>63,983</u>
		11,006		(16,173)
Finance costs				
Bank charges		66		-
		10,940		(16,173)
Depreciation				
Fixtures and fittings	415		212	
Computer equipment	73		73	
		<u>488</u>		<u>285</u>
NET SURPLUS/(DEFICIT)		10,452		(16,458)

This page does not form part of the statutory financial statements

CIC 34

Community Interest Company Report

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

Company Name in full

Paul Clarke Staffordshire Community Interest Company
--

Company Number

10281369

Year Ending

31 st July 2018

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.

This year commenced with a challenge, the Registered Manager unfortunately left and this delayed slightly the momentum with getting Paul Clarke Home CQC ready. However, we did not let this deter us from the goal of working towards Good to Outstanding. The voice of our residents remained pivotal and the work with our stakeholders continues to becoming an integral part of our service delivery.

There has been a greater emphasis on operational and strategic management of the service. Therefore, concentrating on the governance arrangements as opposed to diverting more time to filling the two empty beds. This has enabled investing more energy in ensuring all individual needs are addressed and residents remain at the heart of everything we do. *'...we don't warehouse people we care...'*

Documented below are some of the fabulous activities the residents have been enjoying throughout the last year, 2018 Off Site Activities.

DAY TRIPS:

Llandudno, Cosforth Air Museum, Great Orme, Gaunlet, Birds of Prey Centre, Blackpool, Southport, Manchester Airport, Blackbrook Zoo, Astbury Farm.

COMMUNITY ACTIVITIES:

Festival in the Park, Gospel Concert, Poppy Festival at Middleport Pottery, Cookery classes, Performing art classes (unfortunately these were not suitable for our residents), Royal Wedding Party, Halloween Party, Christmas Party, Visits to the Cinema, Theatre, Bowling, Museum, Personal shopping, Eating out at restaurants.

RESIDENTS HOLIDAYS:

PRESTATYN SANDS:

Three residents hired a large caravan and went with two members of staff. During their holiday they: Had a good walk around the local area, enjoyed the arcades, they also went onto the beach for a paddle. Went out one evening to watch wrestling and another evening went to an Indian restaurant. Did shopping for food to prepare in the caravan. Enjoyed the entertainment at the campsite.

COACH HOLIDAY TO DEVON:

Two residents went with two members of staff. They stayed at The Durrant House Hotel in Bideford, Devon. During their holiday they visited Quince Honey Farm where they enjoying a tour of farm and learned about the making of honey, we then drove on to a small seaside town where we enjoyed Fish and Chips.

The following day after breakfast we visited a place called Lynton & Lynmouth and took a trip on their cliff railway. Very excited were our residents. Whilst at Lynton & Lynmouth we went into a café and enjoyed lunch, 'Traditional Cornish Pastie' and a 'Devon Scone with Devon Clotted Cream'.

The next day we went into the local town by Devon's local bus service. Our residents bought themselves some souvenirs.

Each evening we spent in the hotel. After our evening meal, we had a couple of games of bingo, (didn't win) and then watched the entertainment.

Our residents enjoyed singing and lots of dancing with their staff and also other guests who had made us feel very welcome.

Fundraising: An area of opportunity that includes utilising the interest of the residents as part of the process involved attending a local community event. This was well attended considering the poor British weather. It was also an opportunity for the local community to learn and reduce the stigma that is sometimes attached to people with learning disabilities.

Promotion: It was agreed that Paul Clarke Staffordshire provided excellent care but this is being underutilised. This was seen as an area of high importance for the business as a means to champion our commitment to community engagement and to deliver high standard care in a homely

(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.

In the first instance our stakeholders are also residents of Paul Clarke Staffordshire were consulted as part of service development discussions plus on a weekly basis at the residents meeting. The residents suggests different activities that they would like to be involved with and staff then work to make it happen. This has benefited the local community by utilising greenspace and local theatre and cinema, plus 1-1 social travel to explore local sights.

A satisfaction review has aided the development of a structured summer activity programme based on stakeholder interests for 2018.

We feel that ongoing consultation and satisfaction reviews are the basis of stakeholder planning for the future.

(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} 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.

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.

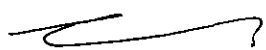
No transfer of assets other than for full consideration has been made

(Please continue on separate continuation sheet if necessary.)

PART 5 – SIGNATORY

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

Signed



Date

09/04/2019

Office held Director

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.

Carol Burt	
Tel 01782 834354	
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, 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

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

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