

Registered company number - 04290447

**WHITSTABLE UMBRELLA COMMUNITY SUPPORT CENTRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

WHITSTABLE UMBRELLA COMMUNITY SUPPORT CENTRE

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**TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2019**

The Trustees, who are also Directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the Charity for the year ended 31 March 2019, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the 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).

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Registration Number
1097884

Company Registration Number
04290447

Registered Office

St Mary's Hall
Oxford Street
Whitstable
Kent
CT5 1DD

Trustees/Directors

M Richards	Chair
M Robinson	
R Sansom	Treasurer for period ending 19.2.19
N Leggatt	
D Fisher	
C Cornell	
S Brunton	
M White	
D Aslett	
D Alderman	(appointed 10.8.18)

Company Secretary

M Richards

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Independent Examiner

Mr S J Wren FCCA
Accountancy Matters (Kent) Limited
31 Queen Street
Ramsgate
Kent
CT11 9DZ

**TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2019**

STRUCTURE, GOVERNANCE AND MANAGEMENT**Governing document**

Whitstable Umbrella Community Centre is governed by its "Articles of Incorporation" which detail why the organisation exists and the "Memorandum of Association", which defines the responsibilities of Trustees and how the Charity will be managed. Both documents were signed on the 7 September 2001.

Under the terms of our Articles of Association the Whitstable Umbrella Centre exists;

- a) to promote (without distinction of sex, sexual orientation, race, political affiliation, religious or other opinions) any charitable purpose for the benefit of the inhabitants of Chestfield, Seasalter, Swalecliffe, Tankerton and Whitstable, Kent (the area of benefit) and without prejudice to the generality of the foregoing in particular;
- b) to relieve mental or physical sickness, disability or disorder, and to relieve the aged;
- c) to protect and preserve mental and emotional health and stability.

Our Memorandum of Association specifies that we are a member-led body whose Trustees are elected and report annually to a Centre membership; a group of individuals who annually subscribe through the payment of a small membership fee.

The Trustees prepare and work to a business plan agreed on a three year basis which is to be renewed in 2020.

Recruitment and appointment of trustees

Trustees of the Charity are appointed by the membership at each AGM to spend the money of the charity, enter into contracts on its behalf and to set rules/byelaws for its work. There should be a minimum of five Trustees with no maximum number. Trustees are appointed to serve for three years, but technically stand down before each AGM to give the membership a chance to endorse (or not) their work.

The Trustees largely work independently of the membership, but where they wish to establish a wider consensus within the membership, an Extraordinary General Meeting of all members can be called with 14 days' notice.

Trustees appointed at the AGM need to be proposed by two members (often other Trustees) and are elected by simple majority. Trustees can also be co-opted on to the Board between AGMs on a majority vote by the current Board.

Trustees can retire at any time or be removed if they fail to attend over six months' of meetings. Trustees of the Umbrella Centre agree to formally act as both Directors of our Limited Company (regulated by Companies House) and Directors of the Charity (regulated by the Charities Commission).

Our Trustee Board welcomed the appointment of Mr David Alderman, a man well-known to charitable organisations in Whitstable, who has greatly aided us with his local knowledge and commitment.

Organisational structure

The Annual General Meeting of the Charity generally takes place in October or November each year. Trustee Meetings are held on the third Tuesday of each month.

On 10 August 2018, our part-time Office Administrator, Lorraine Simpson, moved on, and was much missed. Her replacement, Charlotte Philip, is a most welcome recruit, working on a job-share basis with our much valued Sally Newell. Both now provide excellent support to the Trustees, and work tirelessly to bring innovation and ideas to the Centre as a whole. They continue to be line-managed by Trustee Mary White.

Our caretaking service with Kent Cleaning & Maintenance Services Limited ended in June 2018, whereupon we later employed the services of Craig Potter, who ably meets all of our maintenance commitments and responsibilities.

**TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2019**

Organisational structure

The key management personnel (as defined by the Charity SORP) of the charity are the Trustees and the office administrators mentioned above.

Risk assessment

The Board of Trustees is responsible for identifying strategic organisational risks, as outlined in our Business Plan for 2016/19. Copies of the Business Plan are available for members to read.

In addition to monthly Trustee Meetings, members of the Trustee Board hold fortnightly meetings with our two part-time administrators in order to identify any problems that may arise, and to plan for the short-term.

We continue to work closely with our current tenants, the Umbrella Cafe C.I.C., and in April will welcome new tenants, The Hive, a co-working space which will enhance Whitstable's wide-ranging services. Our tenants provide the majority of our income, and therefore both are very valuable to us.

OBJECTIVES AND ACTIVITIES

The Umbrella Centre exists to be a vibrant community hub where friendship, support and opportunities will be available to all. Our work, as always, and as outlined in our Business Plan, is driven by a desire to be:

- Expansive: Over 40 groups regularly use our high quality spaces providing opportunities for people and their families to keep fit, learn new skills, access support and build firm friendships. Our hireable spaces now attract many local groups and individuals; each month brings more people to our door.
- Supportive: Profits from the hire of the building allow us and our volunteers to provide a minimum of 15 hours of activities a week which are free of charge and benefit those who may otherwise find themselves alone or vulnerable.
- Inclusive: We are more than a venue; we are a community of people who support one another's interests. We also offer reductions to charities working in the local area and support to people looking to launch a new venture in our neighbourhood.

We can help Whitstable residents to

- Keep Fit by providing yoga, keep-fit classes, martial arts, and our Walk & Talk group;
- Learn New Skills by running IT training, genealogy classes, and arts/crafts sessions;
- Support the Family by providing music, sport, and arts activities for all ages;
- Get Help by providing housing and mental health surgeries;
- Make Friends by providing a safe and inclusive space where people can share their passion for books, films, crafts, or sport;
- Grow their Business by providing local markets, workspace, and a Community Cafe;
- Find Focus by providing volunteering opportunities;
- Access Services by providing free and impartial signposting to local services.

**TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2019**

Performance

We have had another very successful year, building on the work of the last three years. Our offer to the local community continues to grow, and the Trustees believe that we provide a wide-ranging service to all who choose to visit us. We always have more plans in the pipeline.

Throughout the year, the Umbrella Centre has:-

Continued to provide a free home to Canterbury Food Bank's "Food Distribution Cafe" every Thursday morning, supporting those in our local area who, for whatever reason, rely on their services, and that of the Citizen's Advice Bureau, whose funding has been obtained by Canterbury Food Bank, and who shares their space in our Hall;

Begun a new service, along with the Umbrella Cafe (re-launching as a C.I.C. community cafe) called "Drop-in Tuesdays" - which followed the move of Canterbury Food Bank's Soup Cellar operation to the Baptist Church in Middle Wall, Whitstable. In the event, the Cafe's laudable "Pay-It-Forward" scheme soon outgrew "Drop-In Tuesdays", discreetly enabling those who do not have the funds to pay, to be able to use the Cafe on every day of the week, not just on Tuesdays. Using donations left over from generous local residents to our "Christmas Box" initiative (which provided boxes of Christmas fare to those in need) we have been able to provide further money to ensure that "Pay It Forward" continues to grow and thrive;

Continued the upgrade of the Umbrella Centre, including the refurbishment of our IT Suite, to include new laptops, desks, and a new TV, in order to offer IT courses as before, as well as new conference facilities for those who wish to meet in a private setting. A new folding partition has been installed, enabling our IT Suite and Lounge to be used separately and discreetly;

Organised a successful fund-raising show in the Hall at Christmas, The Whitstable Wassail, with the help of a number of local individual performers and musical groups;

Transformed the Lobby into a welcoming space to greet service users and visitors alike. New seating has been purchased to allow space for clients to wait for appointments, and to create a new area for visitors to meet and socialise. We have improved displays for visitors to be able to easily see the services, opportunities, and events happening at the Umbrella Centre, including our plans to create a new display of our historic Heritage Tapestries throughout our building;

Continued our partnership with Tesco in Tankerton, under their "Fare Share" initiative, which provides free baked goods to anyone who wishes to make use of them, so helping to eliminate waste. We have a similar arrangement with the Co-Op store in Whitstable in the pipeline, and hope to partner with Sainsbury's in the near future;

Continued to provide free space for our mental health group, the Parasol Group, in which to meet, notwithstanding the removal of our mental health grant from Kent County Council three years ago;

Continued to provide free space for "Play & Stay", "Altogether Extraordinary" (our autism and ADHD support group), the Positive Birth Group, and the supportive Death Cafe;

Continued to provide a home for our regular hirers, the Farmers' Market, Whitstable Sessions Music Club, Recollect Music Fair, I Heart Whitstable, the Antiques & Vintage Fair, Community Yoga, the Mustardseed Singers, Little Shooterz football group, the White Dragons karate group, Whitstable Craft & Flowers Club, Whitstable Short Mat Bowls, among many others;

Hosted our Royal Wedding Street Party in our Hall, on 19 May 2018, complete with a live feed of the day's events;

**TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2019**

Performance

We made our Community Minibus - "the BrollyBus" - available to all, providing regular trips and outings to a wide range of local residents, including The Parasol Club, Whitstable Stroke Association, St Alphege Afternoon Club, Kent Association for the Blind, Windsor House residents, Favour House Church, L'Arche Kent, and SNAAP. The second tranche of the generous donation from Serco (£10,000 in total) became due in January 2019, and resulted in our being able to cover the full cost of our free trips for at least another 18 months. We are also able to offer our BrollyBus for hire, thus adding further to our coffers.

FINANCIAL REVIEW**Financial position**

The Trustees continue to closely monitor our costs, while also being able to offer more and more events and classes to the people of Whitstable. The Trustees are currently reviewing our hire charges with a view to continuing our policy of providing free use of our space to those who meet our charitable aims.

The Charity had an unrestricted deficit of £7,404 during the year (excluding depreciation of the minibus which was gifted to us last year. Otherwise there would have been a surplus of £909). When deducted from unrestricted reserves brought forward, this gives unrestricted funds of £77,293 to carry forward. Of this amount, £20,000 has been designated for the Emergency Closure fund, £39,542 for the Fixed Asset fund and the balance of £17,751 is a little under the required amount of our Reserves Policy.

Reserves Policy and going concern

The Centre's Reserves Policy stipulates that the Centre shall have in reserves, a figure of between three and six months' turnover (excluding the donated Minibus). The Trustees believe that there is no reason to assume that this figure needs to be reviewed downwards in the coming year.

The Trustees have reviewed the Charity's budgets and cash flow forecasts for the next 12 months, and based on these have a reasonable expectation that the charity will have adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the "going concern" basis in preparing the financial statements.

PLANS FOR FUTURE PERIODS

The Whitstable Umbrella Centre's Business Plan for 2016/19 set our business objectives for this final year, before the Trustees embark on a new Business Plan for 2020 and beyond.

A new initiative called "Food Friends", funded by Canterbury City Council is being set up by volunteer Anna Mantell, and supported by the Umbrella Centre. The project will connect people who love to cook and are willing to share an extra portion of food with a neighbour who would benefit from a nutritious meal and friendly chat once in a while.

The initiative aims to tackle social isolation, malnutrition and food waste, while encouraging the community to support one another. Food Friends currently has outside funding to begin this service, which aims to operate with up to 25 volunteers, once the project is fully up-and-running.

We hope to host such unusual events as Wrestling and Boxing evenings.

We are currently working on upgrading and improving our website, so as to showcase our many classes, events, and happenings.

Our continuing work with Red Zebra will secure funding to deliver a joint project - "the Community Nurture Project".

**TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2019**

PLANS FOR FUTURE PERIODS

We will use existing funding to open up the Umbrella Centre to new community groups, offering more services and support to the people of Whitstable.

We hope to deliver a new "Community Fridge" initiative, supporting those in immediate need, and helping to eliminate food waste.

We will continue to work with The Horsebridge Centre and "Plastic-Free Whitstable" to deliver a new "Whitstable Repair Cafe" programme.

PUBLIC BENEFIT

The Centre is committed to ensuring that it remains of public benefit, and ensures that this is achieved by:-

- Providing a minimum 15 hours' worth of free or subsidised activity per month to charitable and community organisations, including our support group for those at risk of social isolation which is run by our volunteers ;
- Operating a Community Garden and ad hoc events for the general public ;
- Providing up to £5,000 of free use of its space through an annually agreed rent remission process which gives priority to groups who provide free welfare or support services ;
- Remaining a high quality and accessible venue which supports local charities and new initiatives through its flexible pricing structure.

Whitstable Together – Come Rain or Shine!

Signed on behalf of the Board of Trustees by :

M Richards - Chair & Secretary

Date : 17 September 2019

WHITSTABLE UMBRELLA COMMUNITY SUPPORT CENTRE

I report to the Charity trustees on my examination of the accounts of the company for the year ended 31 March 2019 which are set out on pages 8 to 16.

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 386 of the 2006 Act other than any requirements 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 the 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.

**S J Wren FCCA
Accountancy Matters (Kent) Limited
Chartered Certified Accountants
31 Queen Street
Ramsgate
Kent CT11 9DZ**

Date : 19 September 2019

STATEMENT OF FINANCIAL ACTIVITIES
(incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2019

	Notes	Unrestricted funds	Restricted funds	Total funds 2019	Total funds 2018
		£	£	£	£
INCOME					
Donations and grants	2	1,823	6,825	8,648	63,614
Charitable activities	3	50,771	-	50,771	53,326
Other trading activities	4	22,030	-	22,030	20,629
Investment income	5	87	-	87	50
TOTAL INCOME		74,711	6,825	81,536	137,619
EXPENDITURE					
Cost of raising funds		298	382	680	1,433
Charitable activities		90,870	6,610	97,480	83,200
TOTAL EXPENDITURE	6	91,168	6,992	98,160	84,633
NET (EXPENDITURE)/INCOME FOR THE YEAR BEFORE TRANSFERS	7	(16,457)	(167)	(16,624)	52,986
Transfers between funds		9,053	(9,053)	-	-
NET MOVEMENT IN FUNDS FOR THE YEAR		(7,404)	(9,220)	(16,624)	52,986
Balance as at 1 April 2018		84,697	20,949	105,646	52,660
BALANCE AT 31 MARCH 2019		77,293	11,729	89,022	105,646

**BALANCE SHEET
AS AT 31 MARCH 2019**

	Notes	2019 £	2018 £
FIXED ASSETS			
Tangible assets	9	39,542	39,160
CURRENT ASSETS			
Debtors and prepayments	10	12,382	5,739
Cash at bank and in hand		<u>46,750</u>	<u>76,699</u>
		59,132	82,438
CURRENT LIABILITIES			
Creditors: amounts falling due within one year	11	<u>9,652</u>	<u>15,952</u>
		49,480	66,486
NET ASSETS	12	<u><u>89,022</u></u>	<u><u>105,646</u></u>
Represented by:			
FUNDS OF THE CHARITY			
Unrestricted general fund	13	17,751	25,537
Designated funds	13	59,542	59,160
Restricted funds	13	<u>11,729</u>	<u>20,949</u>
TOTAL FUNDS		<u><u>89,022</u></u>	<u><u>105,646</u></u>

For the financial year ended 31 March 2019 the company was entitled to exemption from audit under s.477 Companies Act 2006 and no members have deposited a notice under s.476 requiring an audit.

The Directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with s.386 of the Act for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the 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 accounts, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Charities SORP FRS 102.

Approved and signed for issue by the Trustees on 17 September 2019.

M Richards - Chair & Secretary

D Fisher - Trustee

Company registration number - 04290447

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

1 ACCOUNTING POLICIES

a) Basis of accounting

The financial statements 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 (FRS102) (effective 1 January 2015) - (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Whitstable Umbrella Community Support Centre 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.

b) Preparation of the accounts on a going concern basis

The Trustees have reviewed the Charity's budgets and cashflow forecasts for the next 12 months and based on these have a reasonable expectation that the charity will have adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

c) Income

Grants receivable - grants made to finance the activities of the Charity are credited to the statement of financial activities (SOFA) accounting in the period to which they relate.

Bank interest - bank interest is included in the income and expenditure account on receipt.

Other income - other income, including donations and gifts are included as they were received.

Deferred income - income received before the balance sheet date for room hire after the balance sheet date will be reflected within deferred income on the balance sheet.

d) Expenditure

All expenditure is accounted for on an accruals basis and includes VAT where applicable. Expenditure has been included under expense categories that aggregate all costs for allocation to activities.

e) Depreciation of fixed assets

Tangible fixed assets costing more than £200 are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows :

Minibus	20% straight line
Computers	25% straight line
Fixtures, fittings and equipment	25% straight line

f) Fund accounting

Unrestricted funds are grants, donations and other incoming resources receivable by the Charity without further specified purpose and are available as general funds.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim of each restricted fund is set out in the notes to the financial statements.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**
1 ACCOUNTING POLICIES
g) Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

h) Significant judgements and estimates

No significant judgements or estimates have had to be made by the Trustees in preparing these financial statements.

i) Cashflow statement

The Charity have taken advantage of Update Bulletin 1 of the Charities SORP, which dispenses with the need for smaller charities to prepare a statement of cashflows.

	Unrestricted funds	Restricted funds	2019 Total funds	2018 Total funds
	£	£	£	£
2 DONATIONS AND GRANTS				
Donations	1,823	-	1,823	7,202
Grants :				
Canterbury City Council	-	1,825	1,825	-
Department of Transport Community Minibus Fund	-	-	-	41,567
Serco	-	5,000	5,000	5,000
Big Lottery Fund	-	-	-	9,845
	<u>1,823</u>	<u>6,825</u>	<u>8,648</u>	<u>63,614</u>
3 INCOME FROM CHARITABLE ACTIVITIES				
Community Centre activities and hire	49,707	-	49,707	53,156
Minibus hire	<u>1,064</u>	<u>-</u>	<u>1,064</u>	<u>170</u>
	<u>50,771</u>	<u>-</u>	<u>50,771</u>	<u>53,326</u>
4 OTHER TRADING ACTIVITIES				
Fundraising events	3,243	-	3,243	2,975
Rental income	<u>18,787</u>	<u>-</u>	<u>18,787</u>	<u>17,654</u>
	<u>22,030</u>	<u>-</u>	<u>22,030</u>	<u>20,629</u>
5 INVESTMENT INCOME				
Bank interest receivable	<u>87</u>	<u>-</u>	<u>87</u>	<u>50</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

6 EXPENDITURE	Unrestricted funds	Restricted funds	2019 Total funds	2018 Total funds
	£	£	£	£
Cost of raising funds				
Fundraising costs	298	382	680	1,433
Charitable activities costs				
Wages and salaries	33,251	-	33,251	17,677
Volunteer expenses	317	93	410	308
Community Centre activities	2,200	-	2,200	1,125
Minibus expenses	-	3,514	3,514	2,003
Maintenance of Community Centre	6,763	2,747	9,510	11,224
Caretaker services	6,173	18	6,191	11,179
Rent	4,663	-	4,663	4,663
Rates	2,765	-	2,765	2,583
Light and heat	7,937	-	7,937	8,435
Licences	1,580	-	1,580	1,696
Printing, Postage and stationery	619	-	619	665
Telephone	1,413	-	1,413	1,197
Insurance	2,011	-	2,011	2,614
Computer costs and equipment costs	1,106	227	1,333	758
Bad debts	-	-	-	60
Training	295	-	295	193
Sundries	818	11	829	929
Depreciation	15,113	-	15,113	11,355
Profit on disposal of fixed assets	-225	-	-225	-
Support costs				
Legal and professional	355	-	355	1,014
Bookkeeping and payroll costs	2,450	-	2,450	2,450
Governance costs				
AGM meeting expenses	42	-	42	92
Independent Examiner's fee	1,224	-	1,224	980
	<u>90,870</u>	<u>6,610</u>	<u>97,480</u>	<u>83,200</u>
Total expenditure	<u>91,168</u>	<u>6,992</u>	<u>98,160</u>	<u>84,633</u>

Of the total expenditure in 2018 of £84,633, £81,183 was unrestricted and £837 was restricted.

7 NET INCOME	2019	2018
	£	£
This is stated after charging:		
Depreciation	15,113	11,355
Independent Examiner's remuneration: Bookkeeping consultancy	-	140
Independent Examiners' fee	1,224	980
	<u>15,113</u>	<u>11,355</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

8 INFORMATION REGARDING EMPLOYEES	2019	2018
	£	£
Wages and salaries	33,117	17,650
Social security costs	1,322	313
Employer pension contributions	134	27
Employment Allowance	(1,322)	(313)
	<u>33,251</u>	<u>17,677</u>

The average monthly head count was 3 staff (2018 - 2 staff).

The average number of employees based on full time equivalents was:

	2019	2018
	Number	Number
Direct charitable activities	<u>2</u>	<u>1</u>

No employee received remuneration of more than £60,000 during the year (2018 - £Nil).

No Trustees received remuneration or were reimbursed expenses during the year (2018 - £Nil).

The total employee benefits (including employers national insurance) of the key management personnel of the Charity were £21,709 (2018 - £17,990)..

9 FIXED ASSETS

	Minibus	Computers	Fixtures, Fittings & equipment	Total £
Cost				
As at 1 April 2018	41,567	3,545	17,127	62,239
Additions	-	2,827	12,668	15,495
Disposals	-	-	-	-
As at 31 March 2019	<u>41,567</u>	<u>6,372</u>	<u>29,795</u>	<u>77,734</u>
Depreciation				
As at 1 April 2018	8,313	3,482	11,284	23,079
Charge for the year	8,313	769	6,031	15,113
Disposals	-	-	-	-
As at 31 March 2019	<u>16,626</u>	<u>4,251</u>	<u>17,315</u>	<u>38,192</u>
Net book value				
As at 31 March 2019	<u>24,941</u>	<u>2,121</u>	<u>12,480</u>	<u>39,542</u>
As at 31 March 2018	<u>33,254</u>	<u>63</u>	<u>5,843</u>	<u>39,160</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

10 DEBTORS	2019	2018
	£	£
Trade debtors	8,228	2,735
Prepayments	4,154	3,004
	<u>12,382</u>	<u>5,739</u>

11 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2019	2018
	£	£
Trade creditors	6,595	11,839
Taxation and social security	335	288
Other creditors	583	1,005
Accruals	2,139	2,820
	<u>9,652</u>	<u>15,952</u>

12 ANALYSIS OF NET ASSETS BETWEEN FUND	General funds	Designated funds	Restricted funds	Total
	£	£	£	£
Fixed assets	-	39,542	-	39,542
Current assets	27,403	20,000	11,729	59,132
Current liabilities	(9,652)	-	-	(9,652)
Net assets as at 31 March 2019	<u>17,751</u>	<u>59,542</u>	<u>11,729</u>	<u>89,022</u>

13 MOVEMENT IN FUNDS	As at 1 04 2018	Income	Expenditure	Transfers	As at 31 03 2019
	£	£	£	£	£
Restricted funds					
Community Development & Engagement fund	3,464	-	-	-	3,464
Restorative Training fund	1,500	-	-	-	1,500
Community Foundation for Surrey	3,143	-	-	-	3,143
Get Connected	9,845	-	(2,992)	(6,853)	-
Minibus running costs	2,997	5,000	(3,514)	(2,200)	2,283
Food Friends	-	1,825	(486)	-	1,339
Total Restricted funds	<u>20,949</u>	<u>6,825</u>	<u>(6,992)</u>	<u>(9,053)</u>	<u>11,729</u>
Designated funds					
Fixed asset fund	39,160	-	-	382	39,542
Emergency Closure fund	20,000	-	-	-	20,000
Total Designated funds	<u>59,160</u>	<u>-</u>	<u>-</u>	<u>382</u>	<u>59,542</u>
Unrestricted general funds	25,537	74,711	(91,168)	8,671	17,751
Total funds	<u>105,646</u>	<u>81,536</u>	<u>(98,160)</u>	<u>-</u>	<u>89,022</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

14 RESTRICTED FUNDS**Community Development & Engagement fund**

The Community Development & Engagement fund (funded by Serco) is an initiative to engage more broadly with the local community and support opportunities for those in need.

Restorative Training fund

The Restorative Training fund is money raised for the provision of training to raise awareness and understanding of restorative justice practices.

Community Foundation for Surrey - RAISE

This grant (received in the previous year) was for the provision of business development support to the trustees.

Get Connected

Funding from the Big Lottery Fund so that we could continue with our policy of upgrading and enhancing our Centre. To this end we have carried out a programme of works to beautify our public Garden even further with new furniture, parasols, and bespoke lighting, and equip our popular IT Suite with much-needed new laptops, printers, and bespoke tables so as to be able to double the use the IT Suite with new conference facilities. The transfer to unrestricted funds relates to the purchase of fixed assets shown on the balance sheet.

Minibus running costs

A grant of £5,000 from Serco to enable us to cover the running costs of the minibus. The transfer relates to the agreed contribution of two years contribution towards overheads.

Food Friends

"Food Friends" is an initiative funded by Canterbury City Council and run by volunteer Anna Mantell, supported by the Umbrella Centre, which aims to provide a befriending service to the people of Whitstable. Anna matches volunteers who love to cook and meet people, with people who, for whatever reason, find themselves unable to cook every day, and would welcome a visit from a friendly soul, bearing a hot meal. Anna currently has outside funding to begin her service, which she hopes to operate with up to 20 volunteers, once the project is fully up-and-running.

15 DESIGNATED FUNDS**Fixed asset fund**

A fund created by the Trustees and represents the net book value of the Charity's fixed assets at the balance sheet date. The fund was created due to the increase in fixed assets and although they are within general funds the value of the assets cannot be utilised for future expenditure.

Emergency Closure fund

The Emergency Closure fund represents money set aside by the Trustees to cover the salary costs that would be incurred in the event of the closure of the Charity.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

16 FINANCIAL COMMITMENTS

At 31 March 2019 the Charity had future minimum lease payments under non-cancellable operating leases as follows:

	2019	2018
	£	£
within one year	4,662	4,662
within two to five years	3,496	8,158
after 5 years	-	-
	<u> </u>	<u> </u>

17 MEMBERS LIABILITY

The company is a company limited by guarantee. Every member of the Charity undertakes to contribute such amount as may be required, not exceeding £10, to the Charity's assets if it should be wound up while they are a member or within one year after they ceased to be a member, for the costs of winding up and for the adjustment of the rights of persons who have contributed to the Charity's assets.

18 CORPORATION TAXATION

The Charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

19 RELATED PARTY TRANSACTIONS

During the year Mrs B Fisher (wife of Mr D Fisher a trustee of the Charity) provided bookkeeping services to the Charity for a fee of £2,450 (2018 - £2,450).

There were no other transactions with related parties during the year under review or the preceding year.