

Charity Registration Number: 1082841
Company Registration Number: 4025310

Communitywise
Trustees' Report and Accounts
For the year ended
31 March 2016

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Communitywise
Legal and administrative information

Trustees	Mr P Carter Mr M Relf Miss S Smith Miss C Kimber Mr S Blundell Mr P Board
Secretary and Chief Executive	Mrs S Relf
Charity Number	1082841
Company Number	4025310
Registered Office	The Communitywise Community Centre Ocklynge Road Eastbourne East Sussex BN21 1PY
Reporting Accountants	Maiden Accountancy Services 95 Seaside Road Eastbourne E Sussex BN21 3PL
Bankers	Co operative Bank PO Box 250 Delf House Southway Skelmersdale WN8 6WT
Solicitors	Lawson Lewis Blakers 11 Hyde Gardens Eastbourne East Sussex BN21 4PP

Communitywise Trustees' report

The trustees present their report and financial statements for the period ended 31 March 2016.

Governance Structure and Management

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's Memorandum and Articles, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Community Wise became a registered charity during 2000 upon relinquishment by the YWCA of Great Britain. The community premises opened in 1965 as the Eastbourne YWCA. The charitable work started then was taken over by Community Wise and the freehold was purchased. Goodwill, experience, local knowledge and local participation provide social capital that has huge value.

Officer of Charity

Mrs S Relf

Chief Executive and Company Secretary

Trustees

The trustees, who are also the directors for the purpose of company law, who served during the year were:

Mr P Carter

Chairman

Mr M Relf

Miss S Smith

Miss C Kimber

Mr S Blundell (resigned 30 June 2015)

Mr P Board

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Trustees are elected by the Members of Community Wise.

Four meetings were held during the year, including an Annual General Meeting at which the accounts and report of the previous year were received and adopted.

Currently the General Committee responsible for the day to day oversight and development of Community Wise is the Trustee body.

A partnership with Living Stones Community Church has been established. The Trustees comprise leaders and members of the Church.

Volunteering

Over 40 volunteers gave their time to support Community Wise in its activities, its administration or in looking after and improving its premises on a regular basis. This included help with the Wise Buys shop, maintenance and repairs, painting and decorating, reception duties, advertising, and running groups for different sections of the community. Many others helped on an occasional basis. The value of such activity resulted in approximately 4,300 volunteer hours per year and an average of 80 per week. At £7.50 per hour this is valued at almost £32,250.

Communitywise Trustees' report (continued)

Review of activities

Objects of the charity

The object of Community Wise is to help to facilitate vibrant community life for all through Christian faith in action. During the year 2015 to 2016 Community Wise provided community activities and facilities for over 3500 beneficiaries in an average term time month. Some activities were initiated and led by Community Wise staff and volunteers, others were held in partnership with other agencies and others were organised by other community or charitable groups who hired the facilities. We were used by 57 separate groups, and during the year over 2000 group activities took place in our halls and small rooms.

The goals of the charity are summarised under four headings:

To serve the community

During the year activities were held and arranged, both on a weekly and an occasional basis and in consultation with young people and children, parents with their children, older people and those suffering disadvantage of different kinds. Live Wires Youth Club supported up to 30 young people aged 9-13 each week. Epilepsy Youth Sussex use the premises for their activities and support up to 25 young sufferers and Care for the Carers use Community Wise facilities for their Young Carers group. During the year a Pop Up cafe was opened for those who live alone on Friday mornings with wholesome lunch provided. Over 20 different groups or agencies use the premises on a regular basis for community activities in addition to activities arranged by Community Wise.

To encourage and support family life

Several weekly activities that focus on encouraging family life continued during the year. These included three parent and toddler groups and a group for new and expectant mothers held in partnership with the NCT. East Sussex County Council Family Conferencing Service used the premises on a regular basis. The premises are used regularly at weekends for family parties and children's birthdays.

To value individuals, identifying and responding to their needs

Over 3500 individuals of all ages and from all backgrounds attended the premises on a regular basis during the year. Almost all are known by name by staff or volunteers and receive a personal welcome and interest in their life. Community Wise participates in Eastbourne Foodbank which was launched in 2011/12. Food parcels are distributed to recipients on a daily basis and donations of food are collected. From November to February Community Wise participated in the Eastbourne Night Shelter Scheme one evening and night per week by recruiting volunteers who provided evening meal, bed, breakfast and support to 30 individuals with an average of ten guests per week. Unqualified people from the local community have been encouraged to teach informal adult education courses or launch group activities by using their evident skills, promoting local enterprise and supporting community champions. Working with Sussex Downs College this year, new courses were introduced, and 100 plus people attended various short courses during 2015-16.

To promote community spirit

Community Wise builds social capital and the area in which the Centre is placed benefits economically and socially both directly and indirectly from the charitable activity that takes place. A monthly Saturday local produce Market was launched in April 09 that has flourished since then, attended by an average 350 people. Since 2008 Community Wise has played an active part in running a local outdoor fete in July with an average of 1000 people attending.

Communitywise Trustees' report (continued)

Premises

Since 2005/06, in stages, the premises have been renovated, repaired and modernised, including making them wheel-chair accessible. The refurbishment and renovation of a play area and wasted land at the rear of the property had been a longstanding ambition. During 2013/14 planning permission was approved. Building work began in January 2015 and continued throughout 2015-16. The extension of one small room to increase its capacity was completed, and a further small room in wasted space was built. These will enable Community Wise to accommodate medium sized community groups currently turned away through lack of space. The whole back area was in a dilapidated condition and deteriorating. Resurfacing the play area with an all-weather surface and line-marking has transformed the facility and brought it into full community use. The existing loan from The Charity Bank was increased by 51,800 in 2015. An appeal was launched in January 2014 and continued to March 2016. Work was almost complete by 31st March 2016. The total cost of these works was £172,458. The sum of £120,417 was raised to pay for these improvements which, when added to the loan of £51,800 drawn down from the Charity Bank, left a balance of £241 which was paid from the general fund.

Funding

By running its own integral charity shop, holding fund-raising events and by using volunteers where possible, the charity is able to be self-financing on a day to day basis.

Reserves

The Trustees operate a two months reserves policy.

Financial Review

The charity incurred a deficit on its unrestricted fund in the year of £28,020 compared to a deficit of £5,556 in the previous year. The deficit arose as a result of the depreciation charged on historic property repairs and improvements. The charity has sufficient reserves in its unrestricted funds to cover these charges.

Income from the charity's integral charity shop, Wise Buys, fell by almost 25% compared to the previous year partially as a result of the disruption to activities caused by the building work.

The charity generated a surplus on its restricted fund in the year of £29,206, which will be used to fund the writing off of the building work costs set out above.

Future Plans

The Trustees intend for the charity to continue and expand its services as opportunities allow during the forthcoming year. The addition of new community rooms and renovation of the enclosed play area at the back of property has created opportunity for the charity to expand its reach and effectiveness.

Communitywise Trustees' report (continued)

Trustees responsibilities

The trustees are responsible for preparing the accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the trust and of its incoming resources and application of resources, including its net income and expenditure for the year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the trust will continue in operation.

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

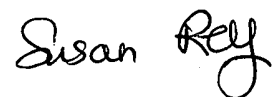
Risk factors

The trustees have examined the major business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Asset cover for funds

Note 12 sets out an analysis of the assets attributable to the various funds. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

On behalf of the board of trustees



Mrs S Relf
Secretary

Dated:

11th July 2016

Communitywise

Examiner's unqualified report

Independent examiner's report to the trustees of Communitywise

I report on the accounts of the company for the year ended 31 March 2016 set out on pages 6 to 16.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 43 of the 1993 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - (a) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (b) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Steve Maiden, ACA
95 Seaside Road
Eastbourne
E Sussex, BN21 3PL

Dated: 11/7/16.

Communitywise
Statement of Financial Activities
Including Income and Expenditure Account
For the year ended 31 March 2016

	Notes	Unrestricted funds	Restricted funds	2016 £	2015 £
Incoming resources from generated funds					
Voluntary income		2,757	25,632	28,389	54,249
Activities for generating funds		37,035	0	37,035	39,021
Investment income		4	0	4	45
		39,796	25,632	65,428	93,315
Activities in furtherance of the charity's objects					
Charitable activities		40,609	21,140	61,749	75,506
Other incoming resources		813	0	813	1,204
Total incoming resources	2	81,218	46,772	127,990	170,025
Resources expended					
Costs of generating funds		14,221	0	14,221	13,587
Charitable activities		91,567	17,566	109,133	107,572
Governance costs		3,450	0	3,450	2,836
Total resources expended	3	109,238	17,566	126,804	123,995
Net (deficit)/income for the year		(28,020)	29,206	1,186	46,030
Fund balances at 1 April		93,827	62,375	156,202	110,172
Transfer between funds		0	0	0	0
Fund balances at 31 March		65,807	91,581	157,388	156,202

**Communitywise
Balance sheet
As at 31 March 2016**

	Notes	2016 £	2016 £	2015 £	2015 £
Fixed assets					
Tangible assets	8		283,234		235,567
Current assets					
Debtors	9	6,665		13,722	
Cash at bank and in hand		22,955		66,636	
		<u>29,620</u>		<u>80,358</u>	
Creditors: amounts falling due within one year	10	<u>(8,855)</u>		<u>(8,831)</u>	
Net current assets			20,765		71,527
Total assets less current liabilities			<u>303,999</u>		<u>307,094</u>
Creditors: amounts falling due after more than one year	11		<u>(146,611)</u>		<u>(150,892)</u>
Net Assets			<u>157,388</u>		<u>156,202</u>
Income funds					
General Fund	12		65,807		93,827
Building and Refurbishment works			91,581		62,375
			<u>157,388</u>		<u>156,202</u>

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

Directors' responsibilities;

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

The financial statements were approved by the board on 11th July 2016



Trustee

DAVID ROBERTS



Trustee

PAUL CARTER

Trustee

Trustee

The financial statements were approved by the board on

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

Directors' responsibilities:

of the Companies Act 2006 relating to small companies.

For the year ending 31 March 2016 the company was entitled to exemption from audit under section 477

	2016	2015	2016	2015	Notes
	£	£	£	£	
Building and Renovation works	151,388	151,388			
General Fund	31,791	62,807			15
Income funds					
Net Assets	151,388	151,388			
Creditors: amounts falling due after more than one year	(148,911)	(130,885)			11
Total assets less current liabilities	303,299	303,299			
Net current assets	30,782	30,782			
Within one year	(8,822)	(8,831)			10
Creditors: amounts falling due within one year	38,650	80,328			
Debtors	25,882	66,630			9
Current assets	8,662	13,755			
Fixed assets					
8					
383,534					
392,601					

As at 31 March 2016
Balance sheet
Communitywise

Communitywise
Notes to the accounts
For the year ended 31 March 2016

1 Accounting policies

1.1 Basis of preparation

The financial statements are prepared under the historic cost convention and are in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2005), the Companies Act 2006 and following the recommendations in the Accounting and reporting by Charities Statement of Recommended Practice issued in March 2005.

The accounts comparatives have been re-stated to take into account the changes in allocation of costs and income into the SORP 2005 headings.

1.2 Incoming resources

Voluntary income and donations are accounted for as received by the Charity. Grants are recognised in full in the Statement of Financial Activities in the period in which they are receivable.

1.3 Resources expended

Resources expended are recognised in the period in which they are incurred and allocated to the particular cost centre to which they relate. Resources include irrecoverable VAT.

Costs of generating funds comprise the costs associated with attracting voluntary income and grants and the shop trading activities.

Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Where costs cannot be directly attributed to specific activities, they have been apportioned across the cost categories on a basis consistent with the use of these resources.

	Activities for generating funds	Charitable Governance activities	
Salaries and pension			
Chief executive	25%	50%	30%
Shop staff	100%		
Other staff		100%	
Other overheads and direct costs			
Insurance, gas and water rates	10%	90%	
Administration and support costs		100%	
Accountancy and Accountants report Review			100%
Legal and professional			100%

Governance represents the strategic and legal costs of the charity.

Communitywise
Notes to the accounts
For the year ended 31 March 2016

1 Accounting policies

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided using the following rates and basis to reduce by annual instalments, the cost of the tangible assets over their estimated useful lives.

Freehold buildings	2% Straight line basis
Improvements	10% and 20% Straight line basis
Computer equipment	33 1/3% Straight line basis
Fixtures, fittings and equipment	25% Straight line basis

Items below £200 are not capitalised.

1.5 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

1.6 Stock

Stocks of consumables and food are considered of no value and no valuation is included within the Financial Statements.

1.7 Pensions

The trust operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

Communitywise
Notes to the accounts
For the year ended 31 March 2016

2 Incoming resources

	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Incoming resources from generated funds				
Voluntary income				
Donations and gifts	2,757	25,632	28,389	54,249
Activities for generating funds				
Shop sales	26,021	0	26,021	34,279
Commercial lettings	7,474	0	7,474	2,305
Contributions from users	3,540	0	3,540	4,742
	37,035	0	37,035	41,326
Investment income				
Interest receivable	4	0	4	45
	4	0	4	45
Activities in furtherance of the charity's objects				
Charitable activities				
Lettings	31,031	0	31,031	43,574
Short courses	8,798	0	8,798	6,537
Membership	280	0	280	340
Grants	500	21,140	21,640	22,750
	40,609	21,140	61,749	73,201
Other incoming resources				
Sundry	813	0	813	1,204
	813	0	813	1,204
Total incoming resources	81,218	46,772	127,990	170,025

Communitywise
Notes to the accounts
For the year ended 31 March 2016

3 Resources expended

	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Costs of generating funds				
Shop salaries	10,560	0	10,560	10,032
Shop heat and light	353	0	353	318
Shop rates	0	0	0	92
Shop insurance	284	0	284	309
Shop volunteer expenses	414	0	414	852
Chief executive salary	2,610	0	2,610	1,984
	14,221	0	14,221	13,587
Charitable activities				
Short courses - Tutors	3,703	0	3,703	3,185
Salaries and NIC	27,798	0	27,798	26,967
Telephone and postage	796	0	796	1,050
Printing, stationery and photocopier	1,044	0	1,044	2,757
Computer costs	190	0	190	515
Hospitality and resources	2,794	0	2,794	3,657
Depreciation	31,345	17,246	48,591	38,964
Rates and water	1,149	0	1,149	971
Cleaning and household	3,216	0	3,216	2,746
Light and heat	3,177	0	3,177	2,858
Insurance	2,553	0	2,553	2,784
Maintenance of building and equipment	3,669	0	3,669	5,842
Loan interest	9,445	0	9,445	6,936
Travelling	0	0	0	0
Legal and professional fees	13	320	333	7,752
Bank charges	1	0	1	6
Advertising	674	0	674	582
	91,567	17,566	109,133	107,572
Governance				
Accountancy	840	0	840	852
Chief executive salary	2,610	0	2,610	1,984
	3,450	0	3,450	2,836
Total resources expended	109,238	17,566	126,804	123,995

Communitywise
Notes to the accounts
For the year ended 31 March 2016

4 Trustees

Two of the trustees were reimbursed expenses incurred on behalf of the charity during the year.

Mrs S Relf (wife of one of the trustees) is employed as the company secretary and chief executive at a salary of £10,440 (2015: £7,937) per annum.

5 Employees

	2016 Number	2015 Number
Direct charitable	4	5
Administrative	2	2
	6	7
Employment costs		
	2016 £	2015 £
Wages and salaries	40,188	38,449
Social security costs	3,390	2,518
	43,578	40,967

There were no employees whose annual emoluments were £60,000 or more.

6 Pension costs

The trust operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £0 (2015: £0). No contributions were payable to the fund at the year end.

7 Taxation

No corporation tax is payable on the results as Community Wise is a registered charity number 1065086.

Communitywise
Notes to the accounts
For the year ended 31 March 2016

8 Tangible fixed assets

	Freehold property £	Improvements to property £	Computer equipment £	Fixtures, fittings and equipment £	Total £
Cost					
As at 1 April 2015	135,750	362,490	6,411	14,186	518,837
Additions	0	96,258	0	0	96,258
As at 31 March 2016	135,750	458,748	6,411	14,186	615,095
Depreciation					
As at 1 April 2015	35,290	227,383	6,411	14,186	283,270
Charge for year	2,715	45,876	0	0	48,591
As at 31 March 2016	38,005	273,259	6,411	14,186	331,861
Net Book Value					
As at 31 March 2016	97,745	185,489	0	0	283,234
As at 1 April 2015	100,460	135,107	0	0	235,567

In the opinion of the trustees the Community Wise Community centre Building is valued in excess of the book value shown.

9 Debtors

	2016 £	2015 £
Other debtors	1,245	5,945
Prepayments and accrued income	5,420	7,777
	6,665	13,722

10 Creditors: amounts falling due within one year

	2016 £	2015 £
Charity bank loan	8,015	8,015
Accruals	840	816
	8,855	8,831

Communitywide
Notes to the accounts
at the year ended 31 March 2016

Account based dividend 3

Account	dividend income	dividend income	dividend income	dividend income	dividend income
3	3	3	3	3	3
1000	1000	1000	1000	1000	1000
1000	1000	1000	1000	1000	1000
1000	1000	1000	1000	1000	1000

1000	1000	1000	1000	1000	1000
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1000	1000	1000	1000	1000	1000
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1000	1000	1000	1000	1000	1000
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Communitywise
Notes to the accounts
For the year ended 31 March 2016

11 Creditors: amounts falling due after more than one year

	2016 £	2015 £
Charity bank loan	<u>146,611</u>	<u>150,892</u>
Loan maturity analysis		
Debt due in one year or less	8,015	8,015
In more than two years but not more than five years	32,060	32,060
In more than five years	114,551	118,832
	<u>154,626</u>	<u>158,907</u>

12 Fund balances

	Balance at 1 April 2015 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2016 £
Unrestricted funds					
General fund	<u>93,827</u>	<u>81,218</u>	<u>(109,238)</u>	<u>0</u>	<u>65,807</u>
Restricted funds					
Building and Refurbishment works	<u>62,375</u>	<u>46,772</u>	<u>(17,566)</u>	<u>0</u>	<u>91,581</u>

13 Commitments under operating leases

At 31 March 2016 the company had annual commitments under non-cancellable operating leases as follows:

	2016 £	2015 £
Expiry date:		
Within one year	0	0
Between two and five years	1,104	1,104
	<u>1,104</u>	<u>1,104</u>

**Comprehensive
Notes to the accounts
at 31 March 2015**

The following notes are an integral part of the financial statements

2015	2014	Notes
2	2	
2015	2014	

2015	2014	Notes
2015	2014	
2015	2014	
2015	2014	
2015	2014	

2015	2014	Notes
2015	2014	
2015	2014	
2015	2014	
2015	2014	

2015	2014	Notes
2015	2014	
2015	2014	
2015	2014	
2015	2014	

The following notes are an integral part of the financial statements

2015	2014	Notes
2015	2014	
2015	2014	
2015	2014	
2015	2014	