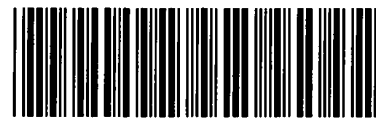


Charity Registration Number: 1082841
Company Registration Number: 4025310

Communitywise
Trustees' Report and Accounts
For the year ended
31 March 2017

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Communitywise
Legal and administrative information

Trustees	Mr P Carter Mr M Relf Miss S Smith Miss C Kimber Mr P Board (resigned 27 July 2016) Mr J Ayres (appointed 26 July 2016) Mr D Roberts (appointed 27 July 2016) Mrs S Roberts (appointed 27 July 2016) Miss C Winter (appointed 28 August 2016)
Secretary	Mrs S Relf
Chief Executive	Mrs S Relf (resigned 31 October 2016) Mrs R Figgess (appointed 1 November 2016)
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 2017.

Governance Structure and Management

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) (effective 1 January 2015).

Community Wise became a registered charity in the year 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 of the premises was purchased. Long engagement with the community, goodwill, experience, local knowledge and support provide social capital that has huge value.

Officer of Charity

Mrs S Relf	Chief Executive (resigned 31 October 2016) and Company Secretary
Mrs R Figgess	Chief Executive (appointed 1 November 2016)

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 P Board (resigned 27 July 2016)	
Mr J Ayres (appointed 26 July 2016)	
Mr D Roberts (appointed 27 July 2016)	
Mrs S Roberts (appointed 27 July 2016)	
Miss C Winter (appointed 28 August 2016)	

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 Living Stones Community Church and Mosaic 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 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 2016 to 2017 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 60 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 50 young people aged 9-13 each week. Epilepsy Youth Sussex use the premises for their activities and support up to 25 young sufferers. A Pop Up cafe run by volunteers, takes place each Friday morning for those who live alone and a 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 an exercise group for new mothers. East Sussex County Council Family Conferencing Service used the premises on a regular basis. The premises are used regularly for activities for children and at weekends for family parties and children's birthdays.

To value individuals, identifying and responding to their needs

A large percentage of regular users are known by name by staff or volunteers and receive a personal welcome and interest in their life. A Chaplaincy Team provides a listening ear and welcome at several times during the week. 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. Community champions have been encouraged to teach informal adult education courses or launch group activities using their evident skills. Up to 100 people took part in a variety of educational short courses.

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 and craft market was launched in April 2009 and has flourished since then, attended by an average of 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. The whole back area was in a dilapidated condition and deteriorating. Work to resurface the play area with an all-weather surface and line-marking the area began in January 2015. Part of the scheme included building a new classroom in wasted space and enlarging an existing small room. These new rooms have been in full use during 2016-17 and added much needed flexibility to the facilities. The work was almost completed by March 2016 with finishing touches being added during 2016-17.

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 generated a surplus on its unrestricted fund in the year of £7,895 compared to a deficit of £28,020 in the previous year. The improvement has been achieved as a result of increased revenues in the current year and a decrease in the annual depreciation charge on historic property improvements.

Income from the charity's integral charity shop, Wise Buys, increased by over 10% compared to the previous year although it is still below levels achieved in earlier years.

Depreciation charges of £18,157 relating to the latest property improvements were set against the restricted funds set aside to cover the improvement works, leaving a balance of £73,424 at the year end.

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:

Susan Relf
28/9/17

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 2017 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 144 of the Charities Act 2011 ("the Charities 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 145 of the Charities Act,
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 130 of the Charities Act; and
 - (b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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:

**Communitywise
Statement of Financial Activities
Including Income and Expenditure Account
For the year ended 31 March 2017**

	Notes	Unrestricted funds	Restricted funds	2017 £	2016 £
Incoming resources from generated funds					
Voluntary income		10,364	0	10,364	28,389
Activities for generating funds		35,781	0	35,781	37,035
Investment income		5	0	5	4
		46,150	0	46,150	65,428
Activities in furtherance of the charity's objects					
Charitable activities		57,467	0	57,467	61,749
Other incoming resources		1,776	0	1,776	813
Total incoming resources	2	105,393	0	105,393	127,990
Resources expended					
Costs of generating funds		15,843	0	15,843	14,221
Charitable activities		77,055	18,157	95,212	109,133
Governance costs		4,600	0	4,600	3,450
Total resources expended	3	97,498	18,157	115,655	126,804
Net (deficit)/income for the year		7,895	(18,157)	(10,262)	1,186
Fund balances at 1 April		65,807	91,581	157,388	156,202
Transfer between funds		0	0	0	0
Fund balances at 31 March		73,702	73,424	147,126	157,388

**Communitywise
Balance sheet
As at 31 March 2017**

	Notes	2017 £	2017 £	2016 £	2016 £
Fixed assets					
Tangible assets	8		261,209		283,234
Current assets					
Debtors	9	7,011		6,665	
Cash at bank and in hand		29,801		22,955	
		<u>36,812</u>		<u>29,620</u>	
Creditors: amounts falling due within one year	10	<u>(5,975)</u>		<u>(8,855)</u>	
Net current assets			30,837		20,765
Total assets less current liabilities			<u>292,046</u>		<u>303,999</u>
Creditors: amounts falling due after more than one year	11		<u>(144,920)</u>		<u>(146,611)</u>
Net Assets			<u>147,126</u>		<u>157,388</u>
Income funds					
General Fund	12		73,702		65,807
Building and Refurbishment works			73,424		91,581
			<u>147,126</u>		<u>157,388</u>

For the year ending 31 March 2017 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



Trustee



Trustee

Communitywise
Notes to the accounts
For the year ended 31 March 2017

1 Accounting policies

1.1 Basis of preparation

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 (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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 activities	Governance
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 2017

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 2017

2 Incoming resources

	Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
Incoming resources from generated funds				
Voluntary income				
Donations and gifts	10,364	0	10,364	28,389
Activities for generating funds				
Shop sales	29,230	0	29,230	26,021
Commercial lettings	1,505	0	1,505	7,474
Contributions from users	5,046	0	5,046	3,540
	35,781	0	35,781	37,035
Investment income				
Interest receivable	5	0	5	4
	5	0	5	4
Activities in furtherance of the charity's objects				
Charitable activities				
Lettings	43,789	0	43,789	31,031
Short courses	10,968	0	10,968	8,798
Membership	210	0	210	280
Grants	2,500	0	2,500	21,640
	57,467	0	57,467	61,749
Other incoming resources				
Sundry	1,776	0	1,776	813
	1,776	0	1,776	813
Total incoming resources	105,393	0	105,393	127,990

Communitywise
Notes to the accounts
For the year ended 31 March 2017

3 Resources expended

	Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
Costs of generating funds				
Shop salaries	9,968	0	9,968	10,560
Shop heat and light	408	0	408	353
Shop rates	664	0	664	0
Shop insurance	309	0	309	284
Shop volunteer expenses	734	0	734	414
Chief executive salary	3,760	0	3,760	2,610
	15,843	0	15,843	14,221
Charitable activities				
Short courses - Tutors	5,379	0	5,379	3,703
Salaries and NIC	28,535	0	28,535	27,798
Telephone and postage	582	0	582	796
Printing, stationery and photocopier	2,726	0	2,726	1,044
Computer costs	1,062	0	1,062	190
Hospitality and resources	2,959	0	2,959	2,794
Depreciation	12,977	18,157	31,134	48,591
Rates and water	778	0	778	1,149
Cleaning and household	3,674	0	3,674	3,216
Light and heat	3,675	0	3,675	3,177
Insurance	2,779	0	2,779	2,553
Maintenance of building and equipment	2,501	0	2,501	3,669
Loan interest	9,156	0	9,156	9,445
Travelling	79	0	79	0
Legal and professional fees	13	0	13	333
Bank charges	0	0	0	1
Advertising	180	0	180	674
	77,055	18,157	95,212	109,133
Governance				
Accountancy	840	0	840	840
Chief executive salary	3,760	0	3,760	2,610
	4,600	0	4,600	3,450
Total resources expended	97,498	18,157	115,655	126,804

Communitywise
Notes to the accounts
For the year ended 31 March 2017

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) retired from her role as chief executive on 31 October 2017. She received a salary of £5,288 during the year (2016: £10,440).

5 Employees

	2017 Number	2016 Number
Direct charitable	3	4
Administrative	2	2
	5	6
Employment costs		
	2017 £	2016 £
Wages and salaries	42,035	40,188
Social security costs	3,988	3,390
	46,023	43,578

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 (2016: £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 2017

8 Tangible fixed assets

	Freehold property £	Improvements to property £	Computer equipment £	Fixtures, fittings and equipment £	Total £
Cost					
As at 1 April 2016	135,750	458,748	6,411	14,186	615,095
Additions	0	9,109	0	0	9,109
As at 31 March 2017	135,750	467,857	6,411	14,186	624,204
Depreciation					
As at 1 April 2016	38,005	273,259	6,411	14,186	331,861
Charge for year	2,715	28,419	0	0	31,134
As at 31 March 2017	40,720	301,678	6,411	14,186	362,995
Net Book Value					
As at 31 March 2017	95,030	166,179	0	0	261,209
As at 1 April 2016	97,745	185,489	0	0	283,234

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

9 Debtors

	2017 £	2016 £
Other debtors	1,820	1,245
Prepayments and accrued income	5,191	5,420
	<u>7,011</u>	<u>6,665</u>

10 Creditors: amounts falling due within one year

	2017 £	2016 £
Charity bank loan	5,135	8,015
Accruals	840	840
	<u>5,975</u>	<u>8,855</u>

Communitywise
Notes to the accounts
For the year ended 31 March 2017

11 Creditors: amounts falling due after more than one year

	2017 £	2016 £
Charity bank loan	144,920	146,611
Loan maturity analysis		
Debt due in one year or less	5,135	8,015
In more than two years but not more than five years	20,540	32,060
In more than five years	124,380	114,551
	<u>150,055</u>	<u>154,626</u>

12 Fund balances

	Balance at 1 April 2016 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2017 £
Unrestricted funds					
General fund	65,807	105,393	(97,498)	0	73,702
Restricted funds					
Building and Refurbishment works	91,581	0	(18,157)	0	73,424

13 Commitments under operating leases

At 31 March 2017 the company had annual commitments under non-cancellable operating leases as follows:

	2017 £	2016 £
Expiry date:		
Within one year	0	0
Between two and five years	1,104	1,104
	<u>1,104</u>	<u>1,104</u>