COMPANY REGISTRATION NUMBER 07545607

ST ANDREWS CENTRE
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
FOR
31 MARCH 2014

Charity Number 1141957

LAYTON KAYE
Chartered Certified Accountants
51 Norwood High Street,
London
SE27 9JS

SATURDAY

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ST ANDREWS CENTRE
COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

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ST ANDREWS CENTRE
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2014

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2014.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	ST ANDREWS CENTRE
Charity registration number	1141957
Company registration number	07545607
Registered office	Brockley Road, London SE4 2SA Brockley Road London SE24 2SA

The trustees
The trustees who served the charity during the period were as follows:

J Heath (Chair)
Sonia Weston
Minette Smith
Bonetta Burey
Armstrong Gbewonyo
Yuonne Hepburn (Treasurer)

Secretary Holly Greenwood

The Centre's principal objective remains the provision of childcare and youth services.

During the year the nursery celebrated it's 30th year.

We were very proud to have achievement this milestone and recognise the support provided by the Centre to the community over all those years.

RESERVE POLICY

The Centre aims to hold sufficient reserves to sustain a minimum of 3 months' expenses.

Unrestricted reserves are needed:

- To cover the costs of providing the services with regard to the Centre's commitment's;

- To maintain and manage its ongoing services;

- To cover the administration and support without which the charity could not function.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Signed by order of the trustees

HOLLY GREENWOOD
Charity Secretary

10 September 2014



ST ANDREWS CENTRE
COMPANY LIMITED BY GUARANTEE

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF ST ANDREWS CENTRE

YEAR ENDED 31 MARCH 2014

I report on the accounts of the charity for the year ended 31 March 2014 which are set out on pages 5 to 13.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER
The trustees (who are also the directors of St Andrews Centre 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(2) of the Charities Act 2011 (the 2011 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:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- 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.

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF ST ANDREWS CENTRE *(continued)*

YEAR ENDED 31 MARCH 2014

L Layton FCCA
Chartered Certified Accountants

51 Norwood High Street,
London
SE27 9JS

10 September 2014

ST ANDREWS CENTRE
COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 MARCH 2014

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	403	–	403	62,249
Investment income	3	407	–	407	–
Incoming resources from charitable activities	4	355,737	–	355,737	290,655
Other incoming resources	5	6,091	–	6,091	16,707
TOTAL INCOMING RESOURCES		362,638	–	362,638	369,611
RESOURCES EXPENDED					
Costs of generating funds:					
Fundraising trading: cost of goods sold and other costs	6	–	–	–	(500)
Charitable activities	7/8	(388,047)	(1,413)	(389,460)	(472,624)
Governance costs	9	(10,066)	–	(10,066)	(9,206)
TOTAL RESOURCES EXPENDED		(398,113)	(1,413)	(399,526)	(482,330)
NET OUTGOING RESOURCES FOR THE YEAR	10	(35,475)	(1,413)	(36,888)	(112,719)
Consolidation of Youth Club balances		–	–	–	66,268
NET MOVEMENT IN FUNDS/NET EXPENDITURE FOR THE YEAR		(35,475)	(1,413)	(36,888)	(46,451)
RECONCILIATION OF FUNDS					
Total funds brought forward		198,262	2,834	201,096	247,549
TOTAL FUNDS CARRIED FORWARD		162,787	1,421	164,208	201,098

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 7 to 13 form part of these financial statements.

ST ANDREWS CENTRE
COMPANY LIMITED BY GUARANTEE

BALANCE SHEET

31 MARCH 2014

	Note	2014 £	£	2013 £
FIXED ASSETS				
Tangible assets	12		2,332	3,184
CURRENT ASSETS				
Debtors	13	5,622		7,431
Cash at bank		173,173		204,460
		178,795		211,891
CREDITORS: Amounts falling due within one year	14	(16,919)		(13,979)
NET CURRENT ASSETS			161,876	197,912
TOTAL ASSETS LESS CURRENT LIABILITIES			164,208	201,096
NET ASSETS			164,208	201,096
FUNDS				
Restricted income funds	15		1,421	2,834
Unrestricted income funds	16		162,787	198,262
TOTAL FUNDS			164,208	201,096

For the year ended 31 March 2014 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

These financial statements were approved by the members of the committee and authorised for issue on the 10 September 2014 and are signed on their behalf by:

J HEATH (CHAIR)
Director

Company Registration Number: 07545607

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005).

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

Donations

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the General objectives of the charity. Unrestricted funds include a revaluation reserve representing the restatement of investment assets at market values.
- Designated funds are unrestricted funds earmarked by the management committee for Particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or Through the terms of an appeal.

Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

1. ACCOUNTING POLICIES *(continued)*

- Incoming resources from charitable trading activity are accounted for when earned.

- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as a part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of fundraising.

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g.floor areas or estimated usage.

Fixed assets

All fixed assets are initially recorded at cost.
Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £1,000 are not capitalised.

Investments held as fixed assets are revalued at mid-market value at the balance sheet date and the gain or loss taken to the Statement of Financial Activities.

1. ACCOUNTING POLICIES *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

25% Reducing Balance
25% Reducing Balance
25% Reducing Balance

2. VOLUNTARY INCOME

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Donations			
Marconi Woods Income	–	–	2,074
Grants receivable			
Lewisham Council Nursery	–	–	37,547
Lewisham Council : Youth Club Grant	–	–	20,308
Other income			
Mini Bus Hire	403	403	1,580
Funday	–	–	740
	403	403	62,249

3. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Bank interest receivable	407	407	–

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Nursey Fees Receivable	302,853	302,853	219,124
After School Club Fees Receivable	41,702	41,702	48,747
Playscheme Fees Receivable	10,542	10,542	20,402
Youth Club income	640	640	1,922
Pension Club	–	–	460
	355,737	355,737	290,655

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

5. OTHER INCOMING RESOURCES

	Unrestricted Funds	Total Funds 2014	Total Funds 2013
	£	£	£
Hall Hire	6,091	6,091	16,707

6. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

	Total Funds 2014	Total Funds 2013
	£	£
Funday Event	–	500

7. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2014	Total Funds 2013
	£	£	£	£
Nursery & Centre Expenditure	280,376	–	280,376	279,479
After School Club	82,775	–	82,775	100,993
Playscheme	9,615	–	9,615	10,251
Senior Club Costs	43	–	43	684
Stay & Play	1,548	–	1,548	1,960
Brockley Ward	25	339	364	3,496
Youth Club	13,665	–	13,665	12,738
Marconi Woods	–	1,074	1,074	1,102
Building Renovation	–	–	–	61,921
	388,047	1,413	389,460	472,624

8. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Nursery Expenditure	Total Funds 2014	Total Funds 2013
	£	£	£
Nursery & Centre Expenditure	280,376	280,376	279,479
After School Club	82,775	82,775	100,993
Playscheme	9,615	9,615	10,251
Senior Club Costs	43	43	684
Stay & Play	1,548	1,548	1,960
Brockley Ward	364	364	3,496
Youth Club	13,665	13,665	12,738
Marconi Woods	1,074	1,074	1,102
Building Renovation	–	–	61,921
	389,460	389,460	472,624

9. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2014	Total Funds 2013
	£	£	£
Accountancy fees	2,729	2,729	2,632
Bookkeeping	7,337	7,337	6,574
	10,066	10,066	9,206

10. NET OUTGOING RESOURCES FOR THE YEAR

This is stated after charging:

	2014	2013
	£	£
Depreciation	852	3,273

11. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2014	2013
	£	£
Wages and salaries	291,899	286,992
Social security costs	18,546	19,781
	310,445	306,773

Particulars of employees:
The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2014	2013
	No	No
Nursery	13	11
After School Club & Youth Club	16	15
	29	26

No employee received remuneration of more than £60,000 during the year (2013 - Nil).

12. TANGIBLE FIXED ASSETS

	FIXED ASSETS
	£
COST	
At 1 April 2013 and 31 March 2014	40,119
DEPRECIATION	
At 1 April 2013	36,935
Charge for the year	852
At 31 March 2014	37,787
NET BOOK VALUE	
At 31 March 2014	2,332
At 31 March 2013	3,184

13. DEBTORS

	2014	2013
	£	£
Other debtors	1,960	5,218
Prepayments	3,662	2,213
	5,622	7,431

14. CREDITORS: Amounts falling due within one year

	2014	2013
	£	£
Trade creditors	2,640	2,640
PAYE and social security	8,942	4,451
Other creditors	5,337	6,888
	16,919	13,979

15. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2013	Outgoing resources	Balance at 31 Mar 2014
	£	£	£
Marconi Woods	1,074	(1,074)	–
Brockley Assembley	1,760	(339)	1,421
	2,834	(1,413)	1,421

16. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2013	Incoming resources	Outgoing resources	Balance at 31 Mar 2014
	£	£	£	£
General Funds	198,262	362,638	(398,113)	162,787

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets	Net current assets	Total
	£	£	£
Restricted Income Funds:			
Brockley Assembley	–	1,421	1,421
Unrestricted Income Funds	2,332	160,455	162,787
Total Funds	2,332	161,876	164,208

18. COMPANY LIMITED BY GUARANTEE

The company is a charity limited by guarantee and does not have a share capital. Each member's guarantee is limited to £1.