COMPANY REGISTRATION NUMBER 07545607

ST ANDREWS CENTRE (A COMPANY LIMITED BY GUARANTEE)

ACCOUNTS FINANCIAL STATEMENTS

FOR

31 MARCH 2016

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COMPANIES HOUSE

Charity Number 1141957

LAYTON KAYE
Chartered Certified Accountants and Registered Auditors

51 Norwood High Street
London
SE27 9JS

ST ANDREWS CENTRE (A COMPANY LIMITED BY GUARANTEE)

ACCOUNTS FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2016

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ST ANDREWS CENTRE (A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2016

The trustees, who are also directors for the purposes of company law, present their report and the unaudited accounts financial statements of the charity for the year ended 31 March 2016.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	ST ANDREWS CENTRE (A COMPANY LIMITED BY GUARANTEE)
Charity registration number	1141957
Company registration number	07545607
Principal office	Brockley Road, London SE4 2SA
Registered office	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 J Heath

The Nursery is a company limited by guarantee and is therefore governed by its memorandum and articles of association. It is also registered with the Charity Commission. The Trustees are appointed on the basis of their knowledge of the educational and social needs of the community.

Trustees are recruited from the local community or interested local residents. All trustees are required to obtain CRB certification and must familiarise themselves with the charities policies and practises. Knowledge and experience of the trustee's role is obtained through attendance of regular trustees and sub-committee meetings.

The Committee meet on a regular basis to decide on the operational decisions and needs. Trustee meetings are attended by members of the senior management team of the centre, who submit their reports on the conduct, achievements, finances and ongoing development of the charity. None of the trustees have a 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.

The trustees are responsible for the management of risks faced by the charity. The principle risks lie in the area of safeguarding child protection and the need to ensure the continued funding of the activities.

The keys controls employed are:

- formal agendas for trustees and committee meetings;

- comprehensive strategic planning, budgeting and management accounting;

- establishing lines of reporting and organisational structuring

- clear authorising and written policies

OBJECTIVES AND ACTIVITIES

The company's principal objective is the provision of nursery, after school club and youth services to people within the community. The object is to provide much needed support across the community in respect of childcare and youth support.

In setting these objectives and planning its activities, St Andrew's directors have given careful consideration to the Charity Commission's general guidance on Public Benefit.

The charity's objects and its principal activity continue to be that of providing pre-school nursery facilities and after school care for the local community within the Brockley area.

The nursery provides significant public benefit in the following areas:

* advancement of early education;
* promotion of social harmony;
* advancement of child health;
* relief of social disadvantage.

RESERVE POLICY

Purpose

St Andrew's Centre maintains reserve policy so as to ensure the stability of the mission, programmes, employment and ongoing operations of the Centre and to provide a source of internal funds for the organisational priorities such as salaries and running cost. The reserve is intended to provide a base for situations such as a sudden increase in expenses, one-time unbudgeted expenses, unanticipated loss in funding, or uninsured loss. The reserves are not intended to replace a permanent loss of income or eliminate an ongoing budget gap. It is an amount sufficient to maintain ongoing operations of the organisation for a minimum period of 6 months.

Reserves are needed:

- To cover the costs of providing the services with regard to commitments;

- To maintain and manage its ongoing services;

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

Signed by order of the trustees

J Heath
Charity Secretary

7 July 2016

ST ANDREWS CENTRE (A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST ANDREWS CENTRE (A COMPANY LIMITED BY GUARANTEE)

YEAR ENDED 31 MARCH 2016

I report on the accounts of the charity for the year ended 31 March 2016 which are set out on pages 6 to 15.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER
The trustees (who are also the directors of St Andrews Centre (a Company Limited by Guarantee) 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.

L Layton FCCA
Independent Examiner
Independent examiner

51 Norwood High Street
London
SE27 9JS

7 July 2016

ST ANDREWS CENTRE (A COMPANY LIMITED BY GUARANTEE)

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

YEAR ENDED 31 MARCH 2016

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
INCOME AND ENDOWMENTS					
Donations and legacies	2	8,377	–	8,377	5,121
Income from charitable activities	3	390,200	–	390,200	377,609
Other trading activities	4	1,156	–	1,156	36
Investment income	5	556	–	556	928
Other income	6	22,155	–	22,155	19,652
TOTAL INCOME		422,444	–	422,444	403,346
EXPENDITURE					
Expenditure on charitable activities	7/8	(407,724)	–	(407,724)	(392,842)
TOTAL EXPENDITURE		(407,724)	–	(407,724)	(392,842)
NET INCOME AND NET MOVEMENT IN FUNDS FOR THE YEAR	9	14,720	–	14,720	10,504
RECONCILIATION OF FUNDS					
Total funds brought forward		173,313	1,398	174,711	164,208
TOTAL FUNDS CARRIED FORWARD		188,033	1,398	189,431	174,712

The Statement of financial activities profit and loss account includes all gains and losses in the year.

All of the above amounts relate to continuing activities.

The notes on pages 8 to 15 form part of these accounts financial statements.

ST ANDREWS CENTRE (A COMPANY LIMITED BY GUARANTEE)

BALANCE SHEET

31 MARCH 2016

	Note	2016 £	£	2015 £
FIXED ASSETS				
Tangible assets	11		1,213	1,749
CURRENT ASSETS				
Debtors	12	7,957		19,362
Cash at bank and in hand		198,519		172,789
		206,476		192,151
CREDITORS: Amounts falling due within one year	13	(18,258)		(19,189)
NET CURRENT ASSETS			188,218	172,962
TOTAL ASSETS LESS CURRENT LIABILITIES			189,431	174,711
NET ASSETS			189,431	174,711
FUNDS OF THE CHARITY				
Restricted income funds	14		1,398	1,398
Unrestricted income funds	15		188,033	173,313
TOTAL CHARITY FUNDS			189,431	174,711

For the year ended 31 March 2016 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 financial statements were approved by the members of the committee and authorised for issue on the 7 July 2016 and are signed on their behalf by:

J Heath (Chair)

Yuonne Hepburn (Treasurer)

Company Registration Number: 07545607

The notes on pages 8 to 15 form part of these accounts financial statements.

ST ANDREWS CENTRE (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2016

1. ACCOUNTING POLICIES

Basis of accounting

The accounts financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain fixed assets and investments measured at market value. The accounts financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015), and the requirements of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015) (SORP 2015).

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.

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:

Equipment	-	25% reducing balance
Fixtures & Fittings	-	25% reducing balance
Motor Vehicles	-	25% reducing balance

1. ACCOUNTING POLICIES *(continued)*

Reserves policy

Purpose

The reserve policy for St Andrew's Centre is to ensure the stability of the mission, programmes, employment and ongoing operations and to provide a source of internal funds for the organisational priorities such as salaries and running cost.

Goal

The reserve is intended to provide an internal source of funds for situations such as a sudden increase in expenses, one-time unbudgeted expenses, unanticipated loss in funding, or uninsured loss. The reserves are not intended to replace any permanent loss of income or eliminate an ongoing budget gap. The reserve is an amount sufficient to maintain ongoing operations of the organisation for a period of 6 months.

Funds beyond the amounts held in reserves will be used for the benefit of the community centre. It was agreed that surplus funds could further be used as follows -

-to give financial support to existing community activities, if required.

-to make major and minor improvements to the community centre to provide a more welcoming environment.

-to promote the community centre through printing of posters and leaflets and the development of a community centre website

-to support training needs of community centre staff, volunteers and committee members

The committee will consider on a regular basis the levels of funding that it holds and how this funding can be used to benefit the community centre and its associated activities and services.

2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Total Funds 2016 £	Unrestricted Funds £	Total Funds 2015 £
Donations				
Donations	–	–	270	270
Marconi Woods Income	–	–	3,470	3,470
Co-op Donation	–	–	500	500
Ladywood Assembly Youth	2,000	2,000	–	–
Four Winds Trust	1,000	1,000	–	–
Grants receivable				
In Training Group	3,000	3,000	–	–
Other income				
Mini Bus Hire	1,665	1,665	881	881
Nursery Fund Raising	712	712	–	–
	8,377	8,377	5,121	5,121

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2016 £	Unrestricted Funds £	Total Funds 2015 £
Nursey Fees Receivable	291,837	291,837	288,424	288,424
After School Club Fees Receivable	79,637	79,637	69,391	69,391
Playscheme Fees Receivable	17,279	17,279	15,991	15,991
Youth Club income	395	395	1,821	1,821
Pension Club	500	500	772	772
Play & Safe	321	321	1,210	1,210
Marconi Woods Income	111	111	–	–
Dance Group	120	120	–	–
	390,200	390,200	377,609	377,609

4. OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Total Funds 2016 £	Unrestricted Funds £	Total Funds 2015 £
Fund Raising Youth Club	1,156	1,156	36	36

5. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2016 £	Unrestricted Funds £	Total Funds 2015 £
Bank interest receivable	556	556	928	928

6. OTHER INCOME

	Unrestricted Funds	Total Funds 2016	Unrestricted Funds	Total Funds 2015
	£	£	£	£
Hall Hire	22,155	22,155	19,652	19,652

7. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2016
	£	£	£
Nursery & Centre Expenditure	307,507	–	307,507
After School Club	76,217	–	76,217
Playscheme	4,559	–	4,559
Senior Club Costs	715	–	715
Stay & Play	320	–	320
Brockley Ward	1,327	–	1,327
Youth Club	6,028	–	6,028
Marconi Woods	1,031	–	1,031
Support costs	10,020	–	10,020
	407,724	–	407,724

	Unrestricted Funds	Restricted Funds	Total Funds 2015
	£	£	£
Nursery & Centre Expenditure	288,002	–	288,002
After School Club	78,831	–	78,831
Playscheme	5,225	–	5,225
Senior Club Costs	230	–	230
Stay & Play	1,450	–	1,450
Brockley Ward	–	23	23
Youth Club	6,280	–	6,280
Marconi Woods	2,000	–	2,000
Support costs	10,802	–	10,801
	392,820	23	392,842

8. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Nursery Expenditure	Total Funds 2016	Total Funds 2015
	£	£	£
Nursery & Centre Expenditure	307,507	307,507	288,002
After School Club	76,217	76,217	78,831
Playscheme	4,559	4,559	5,225
Senior Club Costs	715	715	230
Stay & Play	320	320	1,450
Brockley Ward	1,327	1,327	23
Youth Club	6,028	6,028	6,280
Marconi Woods	1,031	1,031	2,000
Governance costs	–	10,020	10,801
	397,704	407,724	392,842

9. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2016	2015
	£	£
Staff pension contributions	2,584	–
Depreciation	536	583

10. STAFF COSTS AND EMOLUMENTS PARTICULARS OF EMPLOYEES

Total staff costs were as follows:

	2016	2015
	£	£
Wages and salaries	291,552	276,263
Social security costs	18,908	18,614
Other pension costs	2,584	–
	313,044	294,877

Particulars of employees:

The average number of employees during the year, was as follows:

	2016	2015
	No.	No.
Nursery	16	15
After School Club & Youth Club	16	16
	32	31

No employee received remuneration of more than £60,000 during the year (2015 - Nil).

11. TANGIBLE FIXED ASSETS

	Equipment £	Fixtures & Fittings £	Motor Vehicles £	Total £
COST				
At 1 April 2015 and 31 March 2016	13,423	20,239	6,457	40,119
DEPRECIATION				
At 1 April 2015	13,423	20,239	4,708	38,370
Charge for the year	–	–	536	536
At 31 March 2016	13,423	20,239	5,244	38,906
NET BOOK VALUE				
At 31 March 2016	–	–	1,213	1,213
At 31 March 2015	–	–	1,749	1,749

12. DEBTORS

	2016 £	2015 £
Other debtors	7,284	12,987
Prepayments	673	6,375
	7,957	19,362

13. CREDITORS: Amounts falling due within one year

	2016 £	2015 £
Trade creditors	6,186	12,399
Taxation and social security	8,124	–
Accruals and deferred income	3,948	6,790
	18,258	19,189

14. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2015 and at 31 Mar 2016 £
Brockley Assembley	1,398

There have been no movements on restricted funds during the year ended 31 March 2016.

15. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2015 £	Income £	Expenditure £	Transfers £	Balance at 31 Mar 2016 £
Building Extension & Entrance Fund	–	164,728	–	–	164,728
General Funds	173,313	422,444	(407,724)	(164,728)	23,305
	173,313	587,172	(407,724)	(164,728)	188,033

Monies held in the Centre's savings account of £164,728 will be held as designated unrestricted fund for the purpose of building a new extension entrance to the Centre, at the rear of the car park. The Financial Reserves Policy and fund levels are reviewed annually and that any difference between actual and desired levels should be managed in stages, consistent with the Centre's overall financial position and its need to maintain and develop its activities

Funds Held By URC Deposit with Southern Synod

In 1995 the Nursery set aside a small reserve for the provision of future developments, and expansion of the Centre's work and building. Following good investment and high interest earned the fund has grown exponentially, now standing at £244,408 (not taking into account its revaluation pricing).

The fund is being held on our behalf by the St. Andrew's URC, Brockley. As stated the amounts held in the Investment Portfolio originally cost £244,408. The fund is currently value at £310,442 resulting in a revaluation reserve uplift of £66,033 (March 2016). The Board of Trustees are currently reviewing the Centre's financial commitments and reserve policies in order to determine its future polices and incorporate the reserve.

Allocated as follows:-
Capital Reserves

Mini Bus Fund	20,000
New Entrance Fund	70,000
Nursery Entrance Fund	10,000
Developing building Fund	25,000
Specific Improvements Fund	40,255
Revenue Reserve	145,187

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Net current assets £	Total £
Restricted Income Funds:		
Brockley Assembley	1,398	1,398
Unrestricted Income Funds:		
Designated Funds	164,728	164,728
General Funds	23,305	23,305
	188,033	188,033
Total Funds	189,431	189,431

17. RELATED PARTY TRANSACTIONS

No transactions with related parties were undertaken which required disclosure.