COMPANY REGISTRATION NUMBER 07545607

ST ANDREWS CENTRE (A COMPANY LIMITED BY GUARANTEE)

ACCOUNTS FINANCIAL STATEMENTS

FOR

31 MARCH 2017

Charity Number 1141957

TUESDAY

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COMPANIES HOUSE

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 2017

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ST ANDREWS CENTRE (A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2017

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 2017.

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

5/7/17

5 July 2017

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 2017

I report on the accounts of the charity for the year ended 31 March 2017 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

Layton Lewis
51 Norwood High Street
London
SE27 9JS

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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 2017

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
INCOME AND ENDOWMENTS					
Donations and legacies	2	585	–	585	8,377
Income from charitable activities	3	343,488	–	343,488	390,200
Other trading activities	4	1,003	–	1,003	1,156
Investment income	5	598	–	598	556
Other income	6	28,006	–	28,006	22,155
TOTAL INCOME		373,680	–	373,680	422,444
EXPENDITURE					
Expenditure on charitable activities	7/8	(410,886)	(1,398)	(412,284)	(407,724)
TOTAL EXPENDITURE		(410,886)	(1,398)	(412,284)	(407,724)
NET (EXPENDITURE)/INCOME AND NET MOVEMENT IN FUNDS FOR THE YEAR	9	(37,206)	(1,398)	(38,604)	14,720
RECONCILIATION OF FUNDS					
Total funds brought forward		188,033	1,398	189,431	174,711
TOTAL FUNDS CARRIED FORWARD		150,827	–	150,827	189,431

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 2017

	Note	2017 £	£	2016 £
FIXED ASSETS				
Tangible assets	11		910	1,213
CURRENT ASSETS				
Debtors	12	16,383		7,957
Cash at bank and in hand		148,370		198,519
		164,753		206,476
CREDITORS: Amounts falling due within one year	13	(14,836)		(18,258)
NET CURRENT ASSETS			149,917	188,218
TOTAL ASSETS LESS CURRENT LIABILITIES			150,827	189,431
NET ASSETS			150,827	189,431
FUNDS OF THE CHARITY				
Restricted income funds	14		–	1,398
Unrestricted income funds	15		150,827	188,033
TOTAL CHARITY FUNDS			150,827	189,431

For the year ended 31 March 2017 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 5 July 2017 and are signed on their behalf by:

J Heath (Chair)
Company Registration Number: 07545607

5/7/17

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

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 2017 £	Unrestricted Funds £	Total Funds 2016 £
Donations				
Donations	80	80	–	–
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	505	505	1,665	1,665
Nursery Fund Raising	–	–	712	712
	585	585	8,377	8,377

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2017 £	Unrestricted Funds £	Total Funds 2016 £
Nursey Fees Receivable	251,153	251,153	291,837	291,837
After School Club Fees Receivable	76,511	76,511	79,637	79,637
Playscheme Fees Receivable	14,609	14,609	17,279	17,279
Youth Club income	250	250	395	395
Pension Club	–	–	500	500
Play & Safe	615	615	321	321
Marconi Woods Income	350	350	111	111
Dance Group	–	–	120	120
	343,488	343,488	390,200	390,200

4. OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Total Funds 2017 £	Unrestricted Funds £	Total Funds 2016 £
Fund Raising Youth Club	1,003	1,003	1,156	1,156

5. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2017 £	Unrestricted Funds £	Total Funds 2016 £
Bank interest receivable	598	598	556	556

6. OTHER INCOME

	Unrestricted Funds	**Total Funds 2017**	Unrestricted Funds	Total Funds 2016
	£	**£**	£	£
Hall Hire	28,006	28,006	22,155	22,155

7. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	**Restricted Funds**	**Total Funds 2017**
	£	**£**	**£**
Nursery & Centre Expenditure	302,358	1,398	303,756
After School Club	68,220	–	68,220
Playscheme	9,818	–	9,818
Senior Club Costs	123	–	123
Stay & Play	448	–	448
Brockley Ward	–	–	–
Youth Club	6,257	–	6,257
Marconi Woods	–	–	–
Building Renovation	14,003	–	14,003
Support costs	9,659	–	9,659
	410,886	1,398	412,284

	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
Building Renovation	–	–	–
Support costs	10,020	–	10,020
	407,724	–	407,724

8. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Nursery Expenditure	Total Funds 2017	Total Funds 2016
	£	£	£
Nursery & Centre Expenditure	303,756	303,756	307,507
After School Club	68,220	68,220	76,217
Playscheme	9,818	9,818	4,559
Senior Club Costs	123	123	715
Stay & Play	448	448	320
Brockley Ward	–	–	1,327
Youth Club	6,257	6,257	6,028
Marconi Woods	–	–	1,031
Building Renovation	14,003	14,003	–
Governance costs	–	9,659	10,020
	402,625	412,284	407,724

9. NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2017	2016
	£	£
Staff pension contributions	2,211	2,584
Depreciation	303	536

10. STAFF COSTS AND EMOLUMENTS PARTICULARS OF EMPLOYEES

Total staff costs were as follows:

	2017	2016
	£	£
Wages and salaries	285,861	291,552
Social security costs	16,594	18,908
Other pension costs	2,211	2,584
	304,666	313,044

Particulars of employees:

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

	2017	2016
	No.	No.
Nursery	16	16
After School Club & Youth Club	12	16
	28	32

No employee received remuneration of more than £60,000 during the year (2016 - Nil).

11. TANGIBLE FIXED ASSETS

	Equipment £	Fixtures & Fittings £	Motor Vehicles £	Total £
COST				
At 1 April 2016 and 31 March 2017	13,423	20,239	6,457	40,119
DEPRECIATION				
At 1 April 2016	13,423	20,239	5,244	38,906
Charge for the year	–	–	303	303
At 31 March 2017	13,423	20,239	5,547	39,209
NET BOOK VALUE				
At 31 March 2017	–	–	910	910
At 31 March 2016	–	–	1,213	1,213

12. DEBTORS

	2017 £	2016 £
Other debtors	14,187	7,284
Prepayments	2,196	673
	16,383	7,957

13. CREDITORS: Amounts falling due within one year

	2017 £	2016 £
Trade creditors	5,914	6,186
Taxation and social security	4,860	8,124
Accruals and deferred income	4,062	3,948
	14,836	18,258

14. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2016 £	Expenditure £	Balance at 31 Mar 2017 £
Brockley Assembley	1,398	(1,398)	–

15. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2016 £	Income £	Expenditure £	Transfers £	Balance at 31 Mar 2017 £
Building Extension & Entrance Fund	164,728	–	(14,003)	(50,000)	100,725
General Funds	23,305	373,680	(396,883)	50,000	50,102
	188,033	373,680	(410,886)	–	150,827

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.

Funds Held By URC Deposit with Southern Synod

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

This year the Centre had to transfer £50,000 over to the general reserves to support the working capital of the Nursery.

Monies held in the Centre's savings account of £136,286 will be held in part as a 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.

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Net current assets £	Total £
Unrestricted Income Funds	910	149,917	150,827
Total Funds	910	149,917	150,827

17. RELATED PARTY TRANSACTIONS

No transactions with related parties were undertaken which required disclosure.