

REGISTERED COMPANY NO: 04155933
Registered Charity No: 1087692

JOHN STORER CHARNWOOD

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS**

**For the Year Ended
31 March 2016**

JOHN STORER CHARNWOOD

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**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES FOR THE
YEAR ENDED 31 MARCH 2016**

The Board of Trustees presents its report and the unaudited financial statements for the year ended 31 March 2016.

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity Name: John Storer Charnwood
Charity Registration Number: 1087692
Company Registration Number: 4155933

Board of Trustees

Dr J Vincent
Mrs S M Frost
Mr J D Rodgers
Mrs E A Collier (Glasper)
Mrs J Hopper
Mr G J Jackman
Mr D Tapp
Mrs S Leong (Chair)
Mr I Stewart
Mrs M Chaggar (Appointed 9 December 2015)
Mr R Kershaw (Appointed 4 November 2015)

Observers appointed by Charnwood Borough Council

Cllr M E Newton (to July 2015)
Cllr D Snartt (to July 2015)
Cllr T Parton (from July 2015)
Cllr J Poland (from July 2015)

Chief Officers and Secretary - Mrs E Salt (Director and Secretary) & Mrs K Frostick (Director)

Registered Office - John Storer House, Wards End, Loughborough, Leicestershire, LE11 3HA

Accountants - Nixon Mee Ltd, Unit 9 Whitwick Business Centre, Stenson Road, Coalville, Leicestershire, LE67 4JP

Bankers – Unity Trust Bank, 9 Brindley Place, Birmingham, B1 2HB and National Westminster Bank Plc, Market Place, Loughborough, Leicestershire

Solicitors - Moss Solicitors, 80-81 Woodgate, Loughborough, Leicestershire, LE11 2XE

**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES FOR THE
YEAR ENDED 31 MARCH 2016 (Continued)**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Charity is a company limited by guarantee. It was incorporated on 7 February 2001 under a Memorandum of Association and is governed under its Articles of Association. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the Charity.

Recruitment and Appointment of Trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as "The Trustees".

Since 2007, at the AGM, one third of the Board of Trustees stand down and there are elections to fill the vacant places.

All full members of John Storer Charnwood (JSC) may stand for election and have a vote in the elections. Additionally, individuals who have relevant skills and experience are 'head-hunted' and invited to join the Board, typically as co-optees in the first instance.

Trustee Induction and Training

In the year ended 31 March 2016, trustees continued implementation of the Code of Good Governance for voluntary organisations. There is an induction programme for new trustees, which is tailored to their particular needs.

Risk Management

The trustees have examined the major strategic 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 minimise these risks.

Organisational Structure

The charitable company has a Board of Trustees that meets regularly and is responsible for the governance framework and the strategic direction and policy of the Charity. At the year-end the Board had 11 members from a variety of professional backgrounds relevant to the work of the charity. The Director of Business Development and the Director of Corporate Services (also Secretary) sit on the Board, but have no voting rights.

In January 2006 trustees approved a detailed Scheme of Delegation, which sets out the hierarchy of powers from the member organisations at the top, through the Board of Trustees they elect. The powers go down to the Resources Committee, which is an executive committee to which the Board devolves some of its powers, and on to the Directors, and then to Team Leaders and other staff who are in turn supported by advisory committees.

Following the departure of the Chief Executive in February 2015 the Board appointed two Directors; a Director of Business Development and a Director of Corporate Services. The Directors of have ensured continuity of management cover.

The trustees have an annual cycle of meetings of the Joint Board and Joint Resources Committee, each of which has a theme. This includes a full annual planning cycle with monitoring and review of performance throughout the year. The "Joint" Board and Resources Committee refers to the closely associated charity John Storer House Foundation (JSHF), as the agendas for meetings cover issues for both charities.

**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES FOR THE
YEAR ENDED 31 MARCH 2016 (Continued)**

ACHIEVEMENTS AND PERFORMANCE FOR THE BENEFIT OF THE PUBLIC

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

During the year the Charity has continued to develop services for the Well-being of individuals and communities in Charnwood. JSC is seeking more self-generated income from sales of services, in order to compensate for reduced levels of grants and government funding

In respect of the key services the details below highlight performance which mainly maintain past performance levels, unless stated otherwise (the figures in brackets represent the previous year's performance):-

Shepshed Volunteer Centre Group Activities

- Teams of gardening volunteers maintained 20 (20) gardens of people who due to illness or disability were unable to do so themselves on numerous occasions, spending over 900 (900) hours
- 17 (14) transport volunteers made 1,408 (1365) journeys covering 10,187 (9,486) miles
- 20 (20) befriending volunteers supported 24 (25) people making numerous visits, providing about 1000 (1000) hours of interaction and support throughout the year.

Additional activities:

- We are a drop in centre to answer questions about what is available locally
- Services (SNUG) booklet containing information about services in and around Shepshed for those who have changed circumstances and those who move into the area available on the internet and in hard copy.
- New Well-being garden at the rear of the centre constructed over 2015-16 (opened in May 2016).
- Fundraising events – Shepshed Open Gardens July 2015 and Shepshed Scarecrow (sheep themed) Festival October 2015 for running costs and the new well-being garden
- Charity of the year for Serenade Singers and Shepshed Inner Wheel.

JSC Allotment, Near to Nature Group

- 8 (7) Client Gardeners with various disabilities attended over a two-day week
- 3 (6) Students from RNIB
- 10 volunteers have provided regular support and guidance to the allotment groups
- 44 (36) people accessed the project in total over the year, including clients and students
- £20,768 (£15,362) has been raised from fees and the sale of produce through John Storer House

The JSC allotment is part of the Well-being Service, and has had a successful year since the re-launch with an emphasis on people and therapeutic gain, using gardening as a medium. Continued improvements have been made to the site making it more comfortable and fit for purpose throughout the year with the addition of new 'green' toilet saving considerable hire costs. We were awarded the highest Level 5, Outstanding, in the RHS 'It's Your Neighbourhood' scheme for the fifth year running.

**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2016 (Continued)**

Well-being Supported Activities

- The Well-being Service has responded to an increasing demand for supported activities to complement our extensive range of peer led activities.
- We have been accredited on the Leicestershire County Council Community Life Choices Framework, which enables customers to use personal/ managed budgets to buy our services. Individuals can also self-fund.
- We have been very pleased with how the new groups have become well attended and more importantly the impact that the supported activities have had for all people involved.
- We have increased the number of activity sessions on offer per week from 2 to 8, activities include choir and singing for pleasure, drama, cooking sewing and crafts, music and movement and memory recall
- 21 (12) volunteers have provided support to the groups
- £33,341 (£10,362) has been raised from fees from the activity groups

Charnwood Safer Sex Project (CSSP)

The Charnwood Safer Sex Project and all of its allied services reached the year end on a very positive note. In 2014, there were 213 teenage conceptions and this takes the reduction rate to 51% across Leicestershire since the beginning of the Teenage Pregnancy Strategy. The delivery of the Relationships and Sex Education toolkit in 41 county secondary schools leaves a well trained workforce of teachers and the assurance of continued training in the New Year.

Well over 700 practitioners were trained in safer sex awareness, pregnancy testing, Relationships and Sex Education, contraception teaching and sex and young people and the law.

This period saw the establishment of 15 new CSSP sites with the total number of sites now at 85. Over 6,000 interventions were delivered to young people with an equal gender split and the project remains one of the most successful nationally in terms of engagement with boys and young men. The achievements, success and lessons learned from the Safer Sex Model will be used to inform the new C card Scheme.

Community Transport

The Community Transport Service is approved to provide transport on the LCC framework for the provision of small and large vehicle passenger transport services and for small vehicle transport for Leicester City Council.

The service enables adults in Charnwood to be as independent as possible, to access well-being services and support and to play a full and active part in their own and their families lives and the life of their communities. The integration of our car and minibus services during 2014 has been effective enabling appropriate planning of transport either by car or minibus. This integration has enabled us to tailor our services towards being more person-centred with our customers choosing a more personalised service through our social car scheme.

The social car scheme which benefits from a Community Transport Grant from Leicestershire County Council covered 54,397 (43,240) miles and made 8,306 (7,046) passenger journeys and the minibuses travelled around 22,000 miles and made around 6,500 passenger journeys.

**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2016 (Continued)**

We completed around 1,000 passenger journeys and covered 2,200 miles for other non-profit making organisations for example the MS Society, the Stroke Club and a local community centre's Lunch Club. We also completed around 2,590 passenger journeys to and from JSH Lunch Clubs and covered 4,448 miles.

Room hire @ JSH

- Weekly by 19 (14) user groups, and monthly by 10 (15) user groups
- At other intervals by 153 (150) user groups on the hirer list
- Daily to providers of statutory services including various therapies and counselling

Well-being activities were again provided

- Weekly for 14 (14) groups, monthly for 8 (8) groups
- 281 (290) people attending weekly and 1,227 (1,251) per calendar month
- 3,688 (3,472) of volunteer hours being given

Wheelchair hire again proved a valuable service with an income of £908 (£1,675).

The number of Friends of JSC for 2015/16 was 450 (621).

Café income was slightly down at £94,000, (over £100,000) with 2,929 (2,581) meals served to vulnerable people at Lunch Clubs @ JSH and for well-being. In addition 2,110 (2,222) breakfasts, 6,700 (7,000) main meals, 7,301 (8,881) snack items, 11,909 (11,398) cakes and 34,972 (36,029) drinks were served in the Café @JSH. With improved stock management, smarter purchasing and careful menu planning we are moving the Café service towards greater profitability.

Further details available on our website at www.johnstorercharnwood.org.uk

Volunteers

Volunteers are welcomed by the Trustees and are given training and support to enable them to work alongside paid staff.

The Board of Trustees wishes to recognise the significant contribution made by volunteers to the organisation, this year expressed as combined amounts across JSC and JSHF and SVC. It is estimated that 29,546 (28,768) volunteer hours were provided during the year, a huge increase.

If this is conservatively applied at the 2015/16 adult minimum wage of £6.70 (£6.50) per hour, the volunteer effort amounts to £197,958 (£186,992).

John Storer House Foundation

The Charity operates in partnership with and is closely connected with John Storer House Foundation (a charity) and there is some overlap in the trusteeship of the governing bodies of the two charities. The Foundation is landlord of John Storer House and it can be contacted through John Storer Charnwood.

Staff are now employed by John Storer Charnwood rather than jointly with John Storer House Foundation.

FINANCIAL REVIEW

The total incoming resources for the year were £701,109 (up from £647,416 in 2015). The total resources expended were £610,157 (down from £641,858 in 2015) resulting in an overall surplus of £90,952 (2015 was an overall surplus of £5,558).

**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2016 (Continued)**

Unrestricted income for the year was £593,286 and expenditure was £498,272, resulting in a surplus for the year of £95,014. The carry forward was £287,068 of which £143,722 is designated funds, as detailed in note 16, and £143,346 general free reserves.

Restricted fund income was £107,823 and the restricted fund balances at the end of the year were £70,631.

CONTINGENT LIABILITY

As shown in Note 18, John Storer Charnwood is one of many charities around the country which participate in the Pension Trusts Growth Plan. Following a change in legislation in September 2005, John Storer Charnwood has a contingent liability of £90,614 (Including Series 3 liabilities) as at 31 March 2016. (2015: £126,055) This is not provided for within the accounts.

Charities around the country are being informed of these potential liabilities and high level representations are being made through the National Association, NAVCA, to the Pensions Industry and Government, to alert authorities to the problems charity trustees may face in the future.

Whilst John Storer Charnwood's position is of direct concern, the issue is being addressed on a national scale, and it is hoped that with due diligence and financial management, the charity will be not faced with payment of debts of this nature.

PLANS FOR FUTURE PERIODS

Charnwood Borough Council (CBC) has again acknowledged that it has shared outcomes with JSC and Shephed Volunteer Centre (SVC) which benefit Charnwood. CBC continues to identify JSC and SVC as a Key Strategic Partners both by working in partnership with us and supporting the services we provide. This has resulted in the receipt of a further two year community grant scheme funding agreement 2016-18 which enable JSC and SVC to forward plan effectively. The Directors and Trustees produced a new Business Plan in September 2015 for the period 2016 - 18 with detailed actions for the organisation and each of our services.

Self-generated income has increased significantly in the past year as the staff team work hard to identify ways to increase income whilst continuing to provide excellent services and activities. These services and activities continue to help to reduce the rate of decline in the well-being of local people and this in turn saves state expenditure, for example via the NHS, but also impacts positively on the level of social care required at county level.

2015 - 2016 saw further integration of the new bus and car Community Transport Service with an increase in passenger journeys.

In 2016 John Storer House celebrates its 50th Anniversary and investment in amenities at John Storer House continues. This enables JSC to provide an attractive venue to customers which translates into more income. JSC's unrestricted reserves are being used to support further expenditure in staffing to ensure the continued delivery and development of high quality services with the best possible impact and outcomes for each service user. Fundraising activities are planned to capitalise on the celebration of the significant house anniversary.

**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2016 (Continued)**

The streamlining of the accounts of the former Voluntary Action Charnwood and John Storer House Foundation (with the approval of our main funders including CBC) has been a success. John Storer Charnwood now operates the services and facilities. The charitable objectives of both organisations are compatible and complementary so that arrangement is very effective and successful and provides JSC with a significant business advantage. Advice continues to be sought from legal and accountancy sources on improving efficiencies and reducing back office costs.

As always within the voluntary sector there will be new financial challenges to face, but JSC is well placed to rise to the challenge with a strong and motivated staff team and a supportive Board of Trustees. Our customer base is expanding and we encourage everyone to come benefit from our portfolio of services and amenities. We also welcome feedback and continually look for ways to broaden our appeal.

RESERVES

The Trustees have reviewed the reserves held by John Storer Charnwood as at 31 March 2016. This review encompassed the nature of the income and expenditure streams, the need to match variable income with fixed commitments and the nature of the reserves.

The review concluded that the Charity needs reserves both to enable it to progress its long term aims and to protect its current activities, in order to allow the Trustees to meet their responsibilities and ensure that it continues to operate on a going concern basis.

The Trustees have examined the needs, risks and challenges faced by the Charity in both the short term and the medium term and have formulated a policy to meet those needs, which are satisfied by the level of unrestricted reserves of £287,068 at the balance sheet date, £143,346 being general free reserves.

The reserves levels for JSC and JSHF have been reviewed across all three reserves - restricted, unrestricted designated, and unrestricted general free reserves. Trustees have adopted a joint reserves policy

JSC restricted balances mainly relate to on-going projects and cost centres. JSC designated balances relate mainly to community transport vehicles which are towards the end of their working lives, and so balances may reduce in 2016. The unrestricted general free reserves are available to trustees to supplement shortfalls in the year or in planning future years. However, as tenant in JSH, this now also includes all premises costs, particularly on-going maintenance.

INVESTMENT POLICY

Under the Articles of Association, the Charity has the power to invest in any ways the Trustees wish.

RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and regulations.

**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2016 (Continued)**

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including income and expenditure for the financial year. In preparing those financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

EMPLOYEE INVOLVEMENT AND EMPLOYMENT OF DISABLED PEOPLE

Employees have been consulted on issues of concern to them by means of regular consultative committee meetings and staff meetings and have been kept informed on specific matters directly by management.

The charity has implemented a number of detailed policies in relation to all aspects of personnel matters including:

- Equal Opportunities policy - Equalities and Diversity
- Volunteers' policy
- Health & Safety policy

In accordance with the charity's equal opportunity policy, the charity has long established fair employment practices in the recruitment, selection, retention and training of disabled staff.

Full details of these policies are available from the charity's offices.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRSSE, (SORP FRSSE) and in accordance with the special provisions for small companies of Part 15 of the Companies Act 2006.

Approved by the Board of Trustees on 12 October 2016 and signed on its behalf by:

.....
MRS S LEONG (Chair)

.....
MR J D RODGERS (Treasurer)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF JOHN STORER CHARNWOOD

I report on the accounts of the charity for the year ended 31 March 2016, which are set out on pages 11 to 25.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- 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
- 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 130 of the Charities Act; and
 - 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.

**Mr J Nixon FCCA
Nixon Mee Limited
Unit 9 Whitwick Business Centre
Stenson Road
Coalville
Leicestershire
LE67 4JP**

12 October 2016

JOHN STORER CHARNWOOD

**STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2016**

	<u>Note</u>	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total Funds 2016</u> £	<u>Total Funds 2015</u> £
INCOMING RESOURCES					
Incoming Resources from Generated Funds :					
<i>Activities for generating funds:</i>	4	190,245	-	190,245	190,479
<i>Voluntary Income:</i>	2	11,975	18,619	30,594	31,227
<i>Investment Income:</i>		398	34	432	379
Incoming resources from Charitable Activities :	3	390,668	89,170	479,838	425,331
Total Incoming Resources		<u>593,286</u>	<u>107,823</u>	<u>701,109</u>	<u>647,416</u>
RESOURCES EXPENDED					
Cost of Generating Funds	6	81,933	1,788	83,721	90,458
Charitable activities	5	360,843	110,097	470,940	489,957
Governance costs	7	55,496	-	55,496	61,443
Total Resources Expended		<u>498,272</u>	<u>111,885</u>	<u>610,157</u>	<u>641,858</u>
Net Incoming/(Outgoing) Resources		95,014	(4,062)	90,952	5,558
Transfers	15	<u>12,938</u>	<u>(12,938)</u>	-	-
Net Movement on funds		107,952	(17,000)	90,952	5,558
Total funds brought forward		<u>179,116</u>	<u>87,631</u>	<u>266,747</u>	<u>261,189</u>
Total funds carried forward		<u>287,068</u>	<u>70,631</u>	<u>357,699</u>	<u>266,747</u>

The notes on pages 13 to 25 form part of these financial statements.

JOHN STORER CHARNWOOD

BALANCE SHEET AS AT 31 MARCH 2016

	<u>Note</u>	<u>2016</u> £	<u>2015</u> £
Fixed Assets	11	<u>13,799</u>	<u>21,358</u>
Current Assets			
Stocks		2,322	2,628
Debtors	12	109,522	150,831
Cash at bank and in hand		<u>275,917</u>	<u>155,829</u>
		<u>387,761</u>	<u>309,288</u>
Creditors			
Amounts falling due within one year	13	<u>(43,861)</u>	<u>(63,899)</u>
Net Current Assets		<u>343,900</u>	<u>245,389</u>
Net Assets		<u>357,699</u>	<u>266,747</u>
Funds			
Restricted	15	70,631	87,631
Unrestricted	16		
- Designated		143,722	113,120
- General		<u>143,346</u>	<u>65,996</u>
Total Funds		<u>357,699</u>	<u>266,747</u>

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

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 and the Board of 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 special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

These accounts were approved by the Board of Trustees and authorised for issue on 12 October 2016 and are signed on its behalf by:

.....
MRS S LEONG (Chair)

.....
MR J D RODGERS(Treasurer)

Company Registration Number 04155933

The notes on pages 13 to 25 form part of these financial statements.

JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

1. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

(a) Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 2006, the Financial Reporting Standard for Smaller Entities (effective January 2015) (FRSSE) and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRSSE, (SORP FRSSE).

(b) Fund Accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the Board of Trustees for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

(c) 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 donations and grants 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.
- 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.
- The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.

**JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016**

1. ACCOUNTING POLICIES (Continued)

(d) Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT, where it cannot be recovered due to partial exemption rules, and is reported as 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 purposes.
- Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountant’s fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis to reflect the use of the resource. Costs relating to a particular activity are allocated directly. The resources expended in the operation of the Charity’s central services system and central office which cannot be directly allocated are apportioned between the expenditure categories on the basis of the estimated amount of staff time involved in each activity.

(e) Fixed Assets

Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, at varying rates:

Item	%	Basis
Office furniture and equipment	20 & 10	Straight line
Computer equipment	33	Straight line
Vehicles	25	Straight line

It is the charity’s policy not to consider any expenditure less than £1,000 for capitalisation.

Donated assets are brought in at their second hand value at the date of receipt.

(f) Pensions

The pension costs charged in the financial statements represent the contribution payable by the company during the year.

(g) Operating Leases

Rentals paid under operating leases are charged in the financial statements as they are incurred.

**JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016**

2. VOLUNTARY INCOME

	Unrestricted Funds	Restricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£	£
Affiliation fees and donations	4,964	13,287	18,251	19,257
Fundraising income	7,011	5,332	12,343	11,970
	<u>11,975</u>	<u>18,619</u>	<u>30,594</u>	<u>31,227</u>

3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£	£
FUNDS RECEIVABLE				
Local Authorities				
Leicestershire County Council	199,520	43,410	242,930	189,953
Charnwood Borough Council	78,805	31,842	110,647	91,087
Shepshed Town Council	-	6,000	6,000	6,000
Rutland County Council	-	4,000	4,000	4,000
National Government				
Department for Transport	1,750	-	1,750	923
Others				
Loughborough College	750	-	750	4,500
TOTAL FUNDS RECEIVABLE	<u>280,825</u>	<u>85,252</u>	<u>366,077</u>	<u>296,463</u>
OTHER INCOME				
House Activities	11,332	-	11,332	11,978
Wellbeing Activities	51,748	-	51,748	15,308
Telephone	5	-	5	5
Postage	-	-	-	14
Photocopying	417	-	417	1,758
Transport Services	41,504	-	41,504	82,062
Gardening fees & produce	-	-	-	11,017
Miscellaneous	4,837	3,918	8,755	6,726
Total other income	<u>109,843</u>	<u>3,918</u>	<u>113,761</u>	<u>128,868</u>
TOTAL INCOMING RESOURCES FROM CHARITABLE ACTIVITIES	<u>390,668</u>	<u>89,170</u>	<u>479,838</u>	<u>425,331</u>

**JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016**

4. ACTIVITIES FOR GENERATING FUNDS

	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total Funds 2016</u> £	<u>Total Funds 2015</u> £
Other Income	2,400	-	2,400	-
Rental Income	86,581	-	86,581	84,262
Catering Income	98,313	-	98,313	102,912
Shop Sales	2,951	-	2,951	3,305
	<u>190,245</u>	<u>-</u>	<u>190,245</u>	<u>190,479</u>

5. CHARITABLE ACTIVITIES EXPENDITURE

	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total 2016</u> £	<u>Total 2015</u> £
Legal and professional fees	3,283	-	3,283	7,831
Bank charges and interest	970	-	970	1,169
Office & other equipment	4,204	271	4,475	4,881
Computer equipment	-	-	-	1,062
Salaries	109,757	56,322	166,079	163,884
Central support charges	(18,184)	18,184	-	-
Volunteer expenses	55	-	55	42
Stationery and photocopying	3,230	656	3,886	7,299
Telephone and postage	5,170	1,525	6,695	7,027
Advertising	-	105	105	849
Travel and subsistence	675	6,812	7,487	8,646
Training fees and subscriptions	2,113	219	2,332	3,098
Bad debts	1,615	-	1,615	1,124
Pension costs	10,490	-	10,490	10,185
Project expenses and materials	2,595	5,973	8,568	9,298
Hospitality	374	338	712	651
Transport: Salaries	66,770	-	66,770	76,898
Running costs	84,652	-	84,652	84,617
Vehicle hire	167	-	167	10,669
Cleaning : Salaries	15,471	-	15,471	14,938
Materials	4,872	-	4,872	4,445
Heat, light & water	16,557	886	17,443	19,175
Repairs and maintenance	16,879	11,301	28,180	20,142
Insurance	8,175	481	8,656	7,925
Depreciation	11,331	4,793	16,124	12,222
Gains on disposals	(2,550)	-	(2,550)	-
Printing	-	-	-	68
Rent & Hire Fees	4,083	1,960	6,043	3,168
IT Maintenance	6,730	-	6,730	7,145
Miscellaneous	1,359	271	1,630	1,499
	<u>360,843</u>	<u>110,097</u>	<u>470,940</u>	<u>489,957</u>

JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

6. COST OF GENERATING FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£	£
Fund Raising Expenses	2,450	1,788	4,238	744
Catering : Salaries	38,566	-	38,566	41,216
Purchases	35,329	-	35,329	40,935
Discounts	4,311	-	4,311	4,822
Miscellaneous	1,071	-	1,071	2,578
Shop Purchases	206	-	206	163
	<u>81,933</u>	<u>1,788</u>	<u>83,721</u>	<u>90,458</u>

7. GOVERNANCE COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£	£
Salaries in respect of management and admin	52,846	-	52,846	58,793
Independent Examination and accountancy	2,650	-	2,650	2,650
	<u>55,496</u>	<u>-</u>	<u>55,496</u>	<u>61,433</u>

8. NET INCOMING RESOURCES

Net incoming resources for the year is stated after charging the following:

	2016	2015
	£	£
Depreciation	<u>16,124</u>	<u>12,222</u>

JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

9. EMPLOYEES

	<u>2016</u>		<u>2015</u>
	£		£
Gross salaries and wages and Employers national insurance Employers pension costs	322,092 13,261		355,729 10,185
	<hr/>		<hr/>
Total staff costs for the charity	<u>335,353</u>		<u>365,914</u>
Average number of employees:	<u>2016</u>		<u>2015</u>
	Full time	Part-time	Full time
	Part-time	Full time	Part-time
JSC Payroll	<hr/> 2	<hr/> 23	<hr/> 2
	<hr/>	<hr/>	<hr/>
	<hr/>	<hr/>	<hr/>

None of the employees of the charity were paid in excess of £50,000 in the year.

Trustees were refunded expenses in connection with their duties as trustees of £Nil (31 March 2015: £Nil).

10. TAXATION

Taxation has not been provided on the result for the year of the charitable company on the grounds that Section 505 of the Income and Corporation Taxes Act 1988 or S252 of the Taxation of Chargeable Gains Act 1992 applies to the extent that these are applied to its charitable objects.

11. TANGIBLE FIXED ASSETS

	<u>Catering Equipment</u>	<u>Computer Equipment</u>	<u>Office Fixtures & Fittings</u>	<u>Vehicles</u>	<u>Total</u>
	£	£	£	£	£
Cost					
At 1 April 2015	1,317	57,206	40,555	124,370	223,448
Additions	-	-	-	8,565	8,565
Disposals	-	-	-	(30,785)	(30,785)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2016	<u>1,317</u>	<u>57,206</u>	<u>40,555</u>	<u>102,150</u>	<u>201,228</u>
Accumulated Depreciation					
At 1 April 2015	527	57,206	36,869	107,488	202,090
Charge for year	263	-	790	15,071	16,124
On disposals	-	-	-	(30,785)	(30,785)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2016	<u>790</u>	<u>57,206</u>	<u>37,659</u>	<u>91,774</u>	<u>187,429</u>
Net Book Values					
At 31 March 2016	<hr/> 527	<hr/> -	<hr/> 2,896	<hr/> 10,376	<hr/> 13,799
At 1 April 2015	<hr/> 790	<hr/> -	<hr/> 3,686	<hr/> 16,882	<hr/> 21,358

JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

12. DEBTORS

	<u>2016</u> £	<u>2015</u> £
Connected Charity – John Storer House Foundation	60,500	71,396
Other debtors	49,022	79,435
	<u>109,522</u>	<u>150,831</u>

13. CREDITORS (AMOUNTS FALLING DUE WITHIN ONE YEAR)

	<u>2016</u> £	<u>2015</u> £
Deferred income – Grants received in advance	-	-
Trade creditors	21,281	38,971
Other Taxes and Social Security	12,075	11,581
Other creditors	10,505	13,347
	<u>43,861</u>	<u>63,899</u>

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total</u>
Tangible fixed assets	6,710	7,089	13,799
Cash at bank and in hand	212,375	63,542	275,917
Other current assets	111,844	-	111,844
Current liabilities	(43,861)	-	(43,861)
Net assets at 31 March 2016	<u>287,068</u>	<u>70,631</u>	<u>357,699</u>

JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

15. RESTRICTED FUNDS

	At 01/04/15 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31/03/16 £
Loughborough Community Care Transport	19,654	-	-	-	19,654
LSTF Vehicle	11,882	-	4,793	-	7,089
Charnwood Disability Forum Allotment	7,854	34	-	-	7,888
Domestic Violence	397	-	44	-	353
Pregnancy Testing (CSSP)	1,409	-	-	(1,409)	-
Mela	10,916	47,410	47,391	-	10,935
Charnwood Mental Health Forum	971	-	-	-	971
C-Can/Neighbourhood Learning Project	77	-	-	-	77
Transport Clamps and Lifts	4,000	-	-	(4,000)	-
Sileby Lunch Club	318	-	-	(318)	-
Change Up Merger	221	-	-	-	221
Transport Computer & MIDAS	5,733	-	-	(5,733)	-
Stronger Communities 2006/7	1,179	-	-	(1,179)	-
Local volunteering	299	-	-	(299)	-
Transport access	958	-	-	-	958
CBC MTC Worker	581	-	-	-	581
Shepshed VC – Local	476	23,000	19,448	-	4,028
	20,706	37,379	40,209	-	17,876
Total Funds	87,631	107,823	111,885	(12,938)	70,631

The Loughborough Community Care Transport Fund relates to the transfer of funds from the charity Loughborough Community Care (LCCare), which was done when JSC took over responsibility for running various transport services previously carried on by LCCare. The fund is restricted for use for the promotion of community transport services in the Borough of Charnwood.

The LSTF Vehicle Fund relates to monies received from LCC through the Leicestershire Sustainable Transport Fund. The money was provided to JSC for the purpose of acquiring a vehicle for Passenger Work Journeys. Depreciation of the vehicle will be charged annually against this fund. This vehicle was purchased from LCC for unrestricted transport use in the previous year.

All other restricted funds are for specific projects as described above within the local community.

Where funds have been transferred from restricted funds to unrestricted funds, the release of the restrictions on the funds has been agreed by the funders or is allowed because the funds are time expired.

**JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016**

16. UNRESTRICTED FUNDS

	<u>Balance at 31 March 2015</u>	<u>New Designations /Incoming Resources</u>	<u>Balance at 31 March 2016</u>
Designated Funds:	£	£	£
Wellbeing Development Fund	-	36,202	36,202
Community Transport Fund	103,644	(2,834)	100,810
Fixed assets held for charity use	9,476	(2,766)	6,710
	<u>113,120</u>	<u>30,602</u>	<u>143,722</u>
General funds	65,996	77,350	143,346
	<u>179,116</u>	<u>107,952</u>	<u>287,068</u>

The Wellbeing Development Fund is to provide funding for the salary costs of a Services Team Leader and a new Older Persons Activities Worker.

The Community Transport Fund is in respect of an amount put aside by the trustees to contribute to future costs associated with the vehicles used in the transport project.

The "Fixed assets held for charity use" fund represents the net book value of tangible fixed assets. Each year an amount is transferred to or from the fund representing the movement in the net book value of tangible fixed assets in the year.

The amount of general funds at 31 March 2016 was £143,346. This is sometimes referred to as free reserves. The trustees are aware however that there is a Pension Contingent Liability of £90,614 arising from JSC being part of the Pensions Trust Growth Plan as outlined in note 18.

The trustees have a reserves policy, in line with the guidance of the Charity Commissioners, and which meets the requirements of funders.

17. COMMITMENTS UNDER OPERATING LEASES

At 31 March 2016 the company had aggregate annual commitments under non-cancellable operating leases as set out below.

	<u>2016</u>	<u>2015</u>
	£	£
Operating leases which expire:		
Within 1 year	-	-
Within 2 to 5 years	2,124	1,233
After more than 5 years	-	-
	<u>2,124</u>	<u>1,233</u>

JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

18. PENSION

John Storer Charnwood participates in The Pensions Trust's Growth Plan (The Plan). The Plan is funded and is not contracted-out of the State scheme. The Plan is a multi-employer pension plan.

Contributions paid into the Plan up to and including September 2001 were converted to defined amounts of pension payable from Normal Retirement Date. From October 2001 contributions were invested in personal funds which have a capital guarantee and which are converted to pension on retirement, either within the Plan or by the purchase of an annuity.

The rules of the Plan allow for the declaration of bonuses and / or investment credits if this is within the financial capacity of the Plan assessed on a prudent basis. Bonuses / investment credits are not guaranteed and are declared at the discretion of the Plan's Trustee.

The Trustee commissions an actuarial valuation of the Plan every three years. The purpose of the actuarial valuation is to determine the funding position of the Plan by comparing the assets with the past service liabilities as at the valuation date. Asset values are calculated by reference to market levels. Accrued past service liabilities are valued by discounting expected future benefit payments using a discount rate calculated by reference to the expected future investment returns.

The rules of the Plan give the Trustee the power to require employers to pay additional contributions in order to ensure that the statutory funding objective under the Pensions Act 2004 is met. The statutory funding objective is that a pension scheme should have sufficient assets to meet its past service liabilities, known as Technical Provisions.

If the actuarial valuation reveals a deficit, the Trustee will agree a recovery plan to eliminate the deficit over a specified period of time either by way of additional contributions from employers, investment returns or a combination of these.

The rules of the Plan state that the proportion of obligatory contributions to be borne by the member and the member's employer shall be determined by agreement between them. Such agreement shall require the employer to pay part of such contributions and may provide that the employer shall pay the whole of them.

John Storer Charnwood paid contributions of £13,261 (including additional contributions) during the accounting period (2015: £10,185). Members paid contributions of £2,831 during the accounting period (2015: £732).

As at the balance sheet date there were two active members of the Plan employed by John Storer Charnwood. John Storer Charnwood continues to offer membership of the Plan to its employees. With effect from 1 April 2016 the rules governing auto-enrolment have applied to JSC and have been duly implemented.

It is not possible in the normal course of events to identify on a reasonable and consistent basis the share of underlying assets and liabilities belonging to individual participating employers. The Plan is a multi-employer scheme, where the assets are co-mingled for investment purposes, and the benefits are paid from the Plan's total assets. Accordingly, due to the nature of the Plan, the accounting charge for the period represents the employer contribution payable.

18. PENSION (continued)

The valuation of the Plan as at 30 September 2014 was performed by a professionally qualified Actuary using the Projected Unit Method. The market value of the Plan's assets at the valuation date was £793 million and the Plan's Technical Provisions (i.e. past service liabilities) were £970 million. The valuation therefore revealed a shortfall of assets compared with the value of liabilities of £177 million.

If an actuarial valuation reveals a shortfall of assets compared to liabilities the Trustee must prepare a recovery plan setting out the steps to be taken to make up the shortfall.

Following a change in legislation in September 2005 there is a potential debt on the employer that could be levied by the Trustee of the Plan and The Pensions Act 2011 has more recently altered the definition of Series 3 of the Growth Plan so that a liability arises to employers from membership of any Series except Series 4. The debt is due in the event of the employer ceasing to participate in the Plan or the Plan winding up.

The debt for the Plan as a whole is calculated by comparing the liabilities for the Plan (calculated on a buy-out basis i.e. the cost of securing benefits by purchasing annuity policies from an insurer, plus an allowance for expenses) with the assets of the Plan. If the liabilities exceed assets there is a buy-out debt.

The leaving employer's share of the buy-out debt is the proportion of the Plan's liability attributable to employment with the leaving employer compared to the total amount of the Plan's liabilities (relating to employment with all the currently participating employers). The leaving employer's debt therefore includes a share of any 'orphan' liabilities in respect of previously participating employers. The amount of the debt therefore depends on many factors including total Plan liabilities, Plan investment performance, the liabilities in respect of current and former employees of the employer, financial conditions at the time of the cessation event and the insurance buy-out market. The amounts of debt can therefore be volatile over time.

When an employer withdraws from a multi-employer defined benefit pension scheme which is in deficit the employer is required by law to pay its share of the deficit, calculated on a statutory basis (known as the buy-out basis). Due to a change in the definition of money purchase contained in the Pension Act 2011 the calculation basis that applies to the Growth Plan will be amended to include Series 3 liabilities in the calculation of an employers debt on withdrawal.

The Pensions Act 2011 also proposed regulations which will make "consequential or transitional provisions to avoid adverse consequences".

The Growth Plan is a 'last man standing' multi-employer scheme. Therefore the charity is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

**JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

18. PENSION (continued)

John Storer Charnwood has been notified by the Pensions Trust of the estimated employer debt on withdrawal from the Plan based on the financial position of the Plan as at 30 September 2014. As of this date the estimated employer debt for John Storer Charnwood was £90,614 (including Series 3 liabilities) (2015 : £126,055)

This is a contingent liability and is not included in the Statement of Financial Activities or the Balance Sheet.

19. CONNECTED CHARITY

The affairs of John Storer Charnwood (JSC) are closely connected with those of John Storer House Foundation (JSHF) and there is an overlap of trusteeship between the governing bodies of the two Charities.

The financial affairs of the two charities are closely linked and this results in a sum due from JSHF to JSC. The balance owed by JSHF to JSC at 31 March:

	<u>2016</u>	<u>2014</u>
Due from John Storer House Foundation	<u>£60,500</u>	<u>£71,396</u>