

REGISTERED COMPANY NO: 04155933
Registered Charity No: 1087692

JOHN STORER CHARNWOOD

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS**

**For the Year Ended
31 March 2018**

JOHN STORER CHARNWOOD

CONTENTS

Report of the Board of Trustees	Page 2 - 10
Independent Examiners Report	Page 11
Statement of Financial Activities	Page 12
Balance Sheet	Page 13
Notes to the Financial Statements	Page 14 - 24

**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES FOR THE
YEAR ENDED 31 MARCH 2018**

The Board of Trustees presents its report and the financial statements for the year ended 31 March 2018.

REFERENCE AND ADMINISTRATIVE INFORMATION

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

Board of Trustees

Mrs M Chaggar
Mrs E A Collier (Glasper)
Mr P Chadwick (resigned 6 December 2017)
Mrs S M Frost
Mrs J Hopper
Mr G J Jackman
Mr R Kershaw
Mrs S Leong (Chair)
Mr J D Rodgers (Treasurer) (Resigned 13 November 2017)
Mr I Stewart (Resigned 6 December 2017)
Mr D Tapp
Dr J Vincent
Mr J West (Treasurer) (Appointed 6 December 2017)

Observers appointed by Charnwood Borough Council

Cllr T Parton
Cllr J Poland (Resigned July 2017)
Cllr H Fryer (Appointed July 2017)

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 2018 (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 stands 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 2018, 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 10 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. This year the Board have created non-operational trustee portfolios which give the opportunity for trustees to offer their skills, expertise and support to the staff team for their allocated portfolio ie. Personnel/Policies/Staff and Volunteer Development and Welfare, Legal Matters, Well-being and Development, Fundraising, Business Development, Quality, Impact and Compliance and John Storer House (building development and maintenance).

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 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 2018 (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 continues to seek, and has achieved, more self-generated income from the 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 (17) transport volunteers made 1,655 (1,618) journeys covering 9,180 (9,155) miles.
- 12 (17) befriending volunteers supported 12 (20) people making numerous visits, providing about 1200 (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.
- New Well-being garden at the rear of the centre opened in May 2016, now having regular staffed open mornings to accommodate those with additional needs.
- Fundraising events – Shepshed Barn Dance March 17 and 18, Shepshed Open Gardens July 2017 and Shepshed Scarecrow (sheep themed) Festival 2017 for general running of services.

JSC Therapeutic Allotment Services

- 9 (9) Client Gardeners with various disabilities attended over a two-day week.
- 6 (5) Students from RNIB.
- 8 (10) volunteers have provided regular support and guidance to the allotment groups.
- 8 (8) Client Gardeners have attended therapeutic mental health recovery sessions each week.
- 53 (55) people accessed the project in total over the year, including clients and students.
- £28,316 (£22,054) has been raised from fees, plant sales and produce sales through John Storer House from the allotment.

The JSC allotment is part of the Well-being Service, and has had a very exciting year seeing huge developments on the site thanks to a generous grant from DHL. We have maintained the emphasis on people and therapeutic gain, using gardening as a medium. We have developed more sessions and now host gardening groups 5 days a week. We were again awarded the highest Level 5, Outstanding, in the RHS 'It's Your Neighbourhood' scheme for the 7th year running.

**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES FOR THE
YEAR ENDED 31 MARCH 2018 (Continued)**

Well-being Supported Activities

- The Well-being Service continues to respond to the increasing demand for supported activities to complement our extensive range of peer led activities.
- We have entered year 2 of a 4 year accreditation 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 the significant growth of our portfolio of services including drama, cooking, sewing, choir, music and movement, reminiscence and therapeutic gardening. These new groups are well attended and we are able to evidence personal growth for many people accessing our services with the difference in the quality and independence in their lives being evident.
- We have been delighted to increase our staff team, which has enabled further developments offering a range of activities and lunch to older people out in the community. These groups have proven to be very popular and suit a wide range of people including those who have early stage memory loss and dementia.
- 26 (27) volunteers have provided support to the groups from Well-being Activity Groups.
- £48,144 (£29,347) has been raised from fees from the activity groups.
- 720 (702) therapeutic sessions have been delivered within the allotment and Well-being Supported services.

Community Transport

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.

We have three JSC minibuses which are clearly marked with our logo and contact details. These vehicles are out and about daily in Charnwood. We also have a very enthusiastic team of volunteer drivers, who drive for our Social Car Scheme in their own vehicles.

The social car scheme which benefits from a Community Transport Grant from Leicestershire County Council made 9,105 (10,085) passenger journeys, 1179 hospital journeys and the minibuses around 6,567 (5,596) passenger journeys. These journeys include doctors, shopping, hairdressers, lunch clubs and social trips to various locations throughout the county.

We completed around 1,238 passenger journeys for other non-profit making organisations in the minibuses eg the Stroke Club, various resident associations, charity and community groups.

One scheme in particular, one of our most popular schemes, is the Moving Lunch Club with visits to various pubs and restaurants throughout the county, every two weeks. This scheme covered 627 passenger journeys in the last year and we hope to expand on this significantly in the current financial year.

**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2018 (Continued)**

Room hire @ JSH

John Storer House remains a popular local venue which benefits from its central location in Loughborough. It is within easy reach of the town centre, whilst being adjacent to Queen's Park and the local Leisure Centre. Having celebrated its 50th anniversary in 2016 the building is still busy attracting local people to the Café and to JSC services and activities on a daily basis. We have a selection of 13 multi-purpose rooms available for both regular hire and one-off events at very reasonable rates. The rooms for hire are of varying sizes and offer flexible spaces ideal for training programmes, social events, team-building days, meetings and conferences.

- Weekly by 16 (17) regular user groups, and monthly by 11 (10) regular user groups
- With over 100 user groups on hirer list
- Daily to providers of statutory services including various therapies and counselling

JSH Well-being activities were again provided on average

- Weekly for 14 (14) groups, monthly for 7 (7) groups
- 289 (270) people attending weekly and 1,243 (1,177) per calendar month
- 3,240 (3,312) of volunteer hours being given

Wheelchair hire again proved a valuable service with an income of £1,261 (£1,500).

The number of Friends of JSC for 2017/18 was 570 (445).

Café income was up at £107,323 (£95,997) with 3,200 (3,469) meals served to vulnerable people at Lunch Clubs at JSH and for well-being. In addition 6,863 (7,119) main meals and 37,724 (35,550) drinks were served in the Café. A further year of improvement with income up due to further improved stock management, smarter purchasing and careful menu planning.

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, JSHF and SVC. It is estimated that 31,512 (31,122) volunteer hours were provided during the year, a further increase on the previous year.

If the figure of 31,512 volunteer hours is conservatively applied at the 2017/18 adult minimum wage of £7.50 per hour the volunteer effort amounts to £236,340 (£224,078).

Volunteer expenses amounting to £55,554 (£55,248) are included in Travel and Subsistence, Transport Running Costs and Catering Miscellaneous in notes 5 and 6 to the accounts.

**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2018 (Continued)**

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 £675,583 (down from £737,831 in 2017). The total resources expended were £636,742 (down from £639,406 in 2017) resulting in an overall surplus before movement on pension provision of £38,841 (2017 was an overall surplus before movement on pension provision of £98,425).

Unrestricted income for the year was £560,068 and expenditure was £519,335, resulting in a surplus for the year before movement on pension provision and transfers of £40,733. The carry forward was £316,975 of which £230,808 is designated funds, as detailed in note 16, (£76,214) of negative pension reserve and £162,381 general free reserves.

Restricted fund income was £115,515 and the restricted fund balances at the end of the year were £85,843.

PENSIONS

John Storer Charnwood is a member of a defined benefit multi-employer scheme. The total deficit of the scheme as at 30 September 2014, date of the last full actuarial valuation, was £177 million.

As noted above, changes introduced in the new Charities SORP require the future agreed pension contributions to be provided in the accounts (previously this liability was disclosed as a note to the accounts). This has introduced a new provision and an equal and opposite 'negative' reserve on the balance sheet of £76,214 (2017: £85,798).

The current debt recovery period has a further 8 years to run with agreed annual pension deficit recovery payments of £9,821.

John Storer Charnwood now operates a defined contribution scheme. Staff entry to the scheme is governed by the Auto-Enrolment rules and employer contributions are charged as they are incurred.

**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2018 (Continued)**

PLANS FOR FUTURE PERIODS

As Key Strategic Partners of Charnwood Borough Council (CBC), John Storer Charnwood (JSC) and Shephed Volunteer Centre (SVC) continue to work in close partnership with CBC sharing acknowledged outcomes for the local community of Charnwood.

JSC and SVC have the full support of CBC and this is demonstrated by the receipt of a further two-year community grant scheme funding agreement for 2016-2018. This ongoing support enables JSC to explore innovative business development and ensure effective forward planning. JSC is supportive of staff development and our Business Plan provides the staff team with a clear and detailed plan for each of the services provided by JSC.

As always the emphasis for the staff team has been to increase self-generated income whilst maintaining and growing the provision of our excellent services and activities. The delivery of our well-being services is vital to help to reduce the rate of decline in the well-being of the people of Charnwood. By providing these services it not only helps to save government expenditure, particularly via the NHS, but also has a very positive impact on the level of requirement of social care at a county level.

The impressive commitment of the staff team has meant that JSC has been able to sustain the year-on-year increase in self-generated income which has enabled further investment in our services to improve and expand on their provision. Close attention has been paid to ensuring all of our services work closely together to provide improved productivity, planning and logistics.

In 2016 John Storer House successfully celebrated its 50th Anniversary. This was a significant landmark for the building and all monies raised via a fundraising campaign will be invested in the facilities and amenities at John Storer House. During 2017 – 2018 we have continued to upgrade and refurbish the building with new furnishings, lighting and blinds which have improved both the look of the building, but also added to the comfort of our customers.

One major development is the opening of the new Well-being Lounge. This room is now a self-contained suite, including a kitchenette and toilets, which is ideal for the provision of well-being activities and lunch clubs to new and existing John Storer House users. The room is also available for hire.

Over the past couple of years' new staff have been recruited using funding from JSC's unrestricted reserves. These new members of staff have been retained and continue to ensure the ongoing delivery and further enhancement of the high quality services we provide to ensure the best possible impact and outcomes for each service user.

As reported previously the voluntary sector continues to present new financial challenges. This is expected to continue, but our committed staff team are very well placed to meet these challenges. With a supportive Board of Trustees and an enthusiastic and dedicated staff team JSC is positive that it will continue to expand its customer base and grow by effectively developing our services to meet local need.

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) successfully continues with John Storer Charnwood now operating the services and facilities. Complementary and compatible charitable objectives for both JSC and JSHF continue to ensure that the arrangement is very effective and successful whilst providing JSC with a significant business advantage. Advice continues to be sought from legal and accountancy sources on improving efficiencies and reducing back office costs.

**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2018 (Continued)**

RESERVES

The Trustees have reviewed the reserves held by John Storer Charnwood as at 31 March 2018. 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 £316,975 at the balance sheet date, £162,381 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. As noted above, a new 'negative' reserve has been introduced in respect of the pension liabilities. Trustees have adopted a joint reserves policy.

JSC restricted balances mainly relate to on-going projects and cost centres. JSC designated balances relate to wellbeing development, community transport, complementary public transport, service development and the net book value of tangible fixed assets. 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.

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.

**JOHN STORER CHARNWOOD
REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2018 (Continued)**

EMPLOYEE INVOLVEMENT AND EMPLOYMENT OF DISABLED PEOPLE

Employees have been consulted on issues of concern to them by means of regular staff meetings and have been kept informed on specific matters directly by management and through the JSC Staff Employment Manual.

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

Equal Opportunities Policy - Equalities and Diversity
Health & Safety Policy

A revised and updated Staff Employment Manual (containing all JSC policies) and Health and Safety Policy have been made available to all staff.

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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) 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 10 October 2018 and signed on its behalf by:

.....
MRS S LEONG (Chair)

.....
MR J WEST (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 2018, which are set out on pages 12 to 24.

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**

10 October 2018

JOHN STORER CHARNWOOD

STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2018

	<u>Note</u>	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total Funds 2018</u> £	<u>Total Funds 2017</u> £
INCOMING RESOURCES					
Incoming Resources from Generated Funds :					
<i>Activities for generating funds:</i>	4	199,350	393	199,743	192,618
<i>Voluntary Income:</i>	2	30,766	15,942	46,708	108,250
<i>Investment Income:</i>		542	-	542	1,025
Incoming resources from Charitable Activities :	3	329,410	99,180	428,590	435,938
Total Incoming Resources		<u>560,068</u>	<u>115,515</u>	<u>675,583</u>	<u>737,831</u>
RESOURCES EXPENDED					
Cost of Generating Funds	6	104,023	669	104,692	88,863
Charitable activities	5	388,249	116,738	504,987	523,889
Governance costs	7	27,063	-	27,063	26,654
Total Resources Expended		<u>519,335</u>	<u>117,407</u>	<u>636,742</u>	<u>639,406</u>
Net Incoming/(Outgoing) Resources		40,733	(1,892)	38,841	98,425
Transfers	15	-	-	-	-
		<u>40,733</u>	<u>(1,892)</u>	<u>38,841</u>	<u>98,425</u>
Actuarial gains/(losses) on defined benefit pension schemes		1,136	-	1,136	(2,669)
Net Movement on funds		<u>41,869</u>	<u>(1,892)</u>	<u>39,977</u>	<u>95,756</u>
Total funds brought forward		<u>275,106</u>	<u>87,735</u>	<u>362,841</u>	<u>267,085</u>
Total funds carried forward		<u><u>316,975</u></u>	<u><u>85,843</u></u>	<u><u>402,818</u></u>	<u><u>362,841</u></u>

The notes on pages 14 to 24 form part of these financial statements.

JOHN STORER CHARNWOOD

BALANCE SHEET AS AT 31 MARCH 2018

	<u>Note</u>	<u>2018</u> £	<u>2017</u> £
Fixed Assets	11	36,724	40,644
Current Assets			
Stocks		2,180	2,535
Debtors	12	158,069	142,113
Cash at bank and in hand		329,254	302,865
		<u>489,503</u>	<u>447,513</u>
Creditors			
Amounts falling due within one year	13	<u>(47,195)</u>	<u>(39,518)</u>
Net Current Assets		<u>442,308</u>	<u>407,995</u>
Total Assets less Current Liabilities		479,032	448,639
Provisions	18	(76,214)	(85,798)
Net Assets		<u>402,818</u>	<u>362,841</u>
Funds			
Restricted	15	85,843	87,735
Unrestricted	16		
- Designated		230,808	205,806
- General		162,381	155,098
- Pension Reserve		<u>(76,214)</u>	<u>(85,798)</u>
Total Funds		<u>402,818</u>	<u>362,841</u>

For the year ended 31 March 2018 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 Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

These accounts were approved by the Board of Trustees and authorised for issue on 10 October 2018 and are signed on its behalf by:

.....
MRS S LEONG (Chair)

.....
MR J WEST (Treasurer)

Company Registration Number 04155933

The notes on pages 14 to 24 form part of these financial statements.

JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018

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 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

(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 2018

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 2018**

2. VOLUNTARY INCOME

	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£	£
Affiliation fees and donations	25,421	9,557	34,978	99,886
Fundraising income	5,345	6,385	11,730	8,364
	<u>30,766</u>	<u>15,942</u>	<u>46,708</u>	<u>108,250</u>

3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£	£
FUNDS RECEIVABLE				
Local Authorities				
Leicestershire County Council	106,421	61,106	167,527	179,197
Charnwood Borough Council	80,383	32,074	112,457	111,565
Shepshed Town Council	-	6,000	6,000	6,000
National Government				
Department for Transport	1,566	-	1,566	1,531
TOTAL FUNDS RECEIVABLE	<u>188,370</u>	<u>99,180</u>	<u>287,550</u>	<u>298,293</u>
OTHER INCOME				
House Activities	10,049	-	10,049	11,254
Wellbeing Activities	78,496	-	78,496	57,289
Transport Services	52,495	-	52,495	53,403
Miscellaneous	-	-	-	15,699
Total other income	<u>141,040</u>	<u>-</u>	<u>141,040</u>	<u>137,645</u>
TOTAL INCOMING RESOURCES FROM CHARITABLE ACTIVITIES	<u>329,410</u>	<u>99,180</u>	<u>428,590</u>	<u>435,938</u>

**JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018**

4. ACTIVITIES FOR GENERATING FUNDS

	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total Funds 2018</u> £	<u>Total Funds 2017</u> £
Other Income	1,000	393	1,393	732
Rental Income	88,636	-	88,636	93,639
Catering Income	107,323	-	107,323	95,997
Shop Sales	2,391	-	2,391	2,250
	<u>199,350</u>	<u>393</u>	<u>199,743</u>	<u>192,618</u>

5. CHARITABLE ACTIVITIES EXPENDITURE

	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total 2018</u> £	<u>Total 2017</u> £
Legal and professional fees	4,242	-	4,242	5,074
Bank charges and interest	1,595	-	1,595	1,061
Office & other equipment	2,464	-	2,464	6,552
Salaries	156,461	46,547	203,008	187,599
Donations	971	-	971	-
Stationery and photocopying	4,503	411	4,914	4,027
Telephone and postage	7,976	1,319	9,295	5,792
Advertising	-	-	-	785
Travel and subsistence	2,004	4,382	6,386	7,545
Training fees and subscriptions	4,548	732	5,280	3,938
Bad debts	-	-	-	303
Pension costs	3,789	-	3,789	3,749
Unwinding of discount factor on pension fund	1,065	-	1,065	1,773
Project expenses and materials	10,948	5,148	16,096	6,625
Hospitality	926	66	992	901
Transport: Salaries	30,459	36,381	66,840	69,401
Running costs	64,267	7,589	71,856	80,031
Cleaning : Salaries	16,895	-	16,895	14,920
Materials	5,203	-	5,203	4,284
Heat, light & water	17,535	1,355	18,890	14,677
Repairs and maintenance	17,529	3,087	20,616	63,691
Insurance	4,351	3,439	7,790	8,614
Depreciation	14,795	3,625	18,420	18,409
Loss/(Gains) on disposals	(1,000)	-	(1,000)	146
Rent & Hire Fees	6,508	1,953	8,461	4,266
IT Maintenance	8,288	-	8,288	6,657
Miscellaneous	1,927	704	2,631	2,923
	<u>388,249</u>	<u>116,738</u>	<u>504,987</u>	<u>523,889</u>

**JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018**

6. COST OF GENERATING FUNDS

	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total Funds 2018</u> £	<u>Total Funds 2017</u> £
Fund Raising Expenses	157	669	826	4,117
Catering : Salaries	50,921	-	50,921	39,494
Purchases	43,363	-	43,363	38,953
Discounts	4,999	-	4,999	4,638
Miscellaneous	4,486	-	4,486	1,351
Shop Purchases	97	-	97	310
	<u>104,023</u>	<u>669</u>	<u>104,692</u>	<u>88,863</u>

7. GOVERNANCE COSTS

	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total Funds 2018</u> £	<u>Total Funds 2017</u> £
Salaries in respect of management and admin	24,168	-	24,168	23,924
Independent Examination and accountancy	2,895	-	2,895	2,730
	<u>27,063</u>	<u>-</u>	<u>27,063</u>	<u>26,654</u>

8. NET INCOMING RESOURCES

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

	<u>2018</u> £	<u>2017</u> £
Depreciation	<u>18,420</u>	<u>18,409</u>

JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018

9. EMPLOYEES

	<u>2018</u>		<u>2017</u>
	£		£
Gross salaries and wages and Employers national insurance Employers pension costs	338,688 3,789		335,338 3,749
	<hr/>		<hr/>
Total staff costs for the charity	<u>342,477</u>		<u>339,087</u>
Average number of employees:	<u>2018</u>		<u>2017</u>
	Full time	Part-time	Full time
	Part-time	Full time	Part-time
JSC Payroll	<u>5</u>	<u>20</u>	<u>2</u>
	<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 2017: £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 2017	1,317	57,206	40,555	143,550	242,628
Additions	-	-	-	14,500	14,500
Disposals	-	-	-	(47,496)	(47,496)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2018	<u>1,317</u>	<u>57,206</u>	<u>40,555</u>	<u>110,554</u>	<u>209,632</u>
Accumulated Depreciation					
At 1 April 2017	1,053	57,206	38,449	105,276	201,984
Charge for year	264	-	790	17,366	18,420
On disposals	-	-	-	(47,496)	(47,496)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2018	<u>1,317</u>	<u>57,206</u>	<u>39,239</u>	<u>75,146</u>	<u>172,908</u>
Net Book Values					
At 31 March 2018	<u>-</u>	<u>-</u>	<u>1,316</u>	<u>35,408</u>	<u>36,724</u>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 1 April 2017	<u>264</u>	<u>-</u>	<u>2,106</u>	<u>38,274</u>	<u>40,644</u>

**JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018**

12. DEBTORS

	<u>2018</u> £	<u>2017</u> £
Connected Charity – John Storer House Foundation	56,405	66,789
Other debtors	101,664	75,324
	<u>158,069</u>	<u>142,113</u>

13. CREDITORS (AMOUNTS FALLING DUE WITHIN ONE YEAR)

	<u>2018</u> £	<u>2017</u> £
Trade creditors	25,540	21,618
Other Taxes and Social Security	14,914	7,360
Other creditors	6,741	10,540
	<u>47,195</u>	<u>39,518</u>

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u>
Tangible fixed assets	25,849	10,875	36,724
Cash at bank and in hand	254,286	74,968	329,254
Other current assets	160,249	-	160,249
Current liabilities	(47,195)	-	(47,195)
Pension Provision	(76,214)	-	(76,214)
Net assets at 31 March 2018	<u>316,975</u>	<u>85,843</u>	<u>402,818</u>

**JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018**

15. RESTRICTED FUNDS

	<u>At</u> <u>01/04/17</u> £	<u>Incoming</u> <u>Resources</u> £	<u>Outgoing</u> <u>Resources</u> £	<u>At</u> <u>31/03/18</u> £
Complementary Public Transport	-	61,106	50,231	10,875
Loughborough Community Care Transport	19,654	-	-	19,654
Loughborough Community Care General	11,230	-	1,656	9,574
Charnwood Disability Forum	7,917	-	-	7,917
Social Seeding	11,011	564	9,542	2,033
Pregnancy Testing (CSSP)	6,920	-	3,994	2,926
Mela	971	-	971	-
Charnwood Mental Health Forum	77	-	-	77
Sileby Lunch Club	221	-	-	221
Local volunteering	958	-	-	958
Transport access	581	-	-	581
CBC MTC Worker	5,178	23,000	22,011	6,167
Shepshed VC – Local	23,017	30,845	29,002	24,860
Total Funds	87,735	115,515	117,407	85,843

The Complementary Public Transport Fund relates to the grant agreement which the charity has entered into with Leicestershire County Council. The fund is restricted solely for the provision of Complementary Public Transport Services. The balance on the fund relates to the net book value of a vehicle that was purchased in the year for the service and future depreciation of the vehicle will be charged against the fund.

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 Loughborough Community Care General Fund relates to the transfer of funds from the charity Loughborough Community Care with the request that they are used for relieving distress in the Borough of Charnwood by work related to Community Care which need not necessarily be transport related

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 2018**

16. UNRESTRICTED FUNDS

	<u>Balance at 31 March 2017</u>	<u>New Designations /Incoming Resources</u>	<u>Balance at 31 March 2018</u>
	£	£	£
Designated Funds:			
Wellbeing Development Fund	24,442	(14,859)	9,583
Community Transport Fund	140,720	22,248	162,968
Complementary Public Transport Fund	-	6,177	6,177
Service Development Fund	-	26,231	26,231
Fixed assets held for charity use	40,644	(14,795)	25,849
	<u>205,806</u>	<u>25,002</u>	<u>230,808</u>
Pension Reserve	(85,798)	9,584	(76,214)
General Funds	<u>155,098</u>	<u>7,283</u>	<u>162,381</u>
	<u>275,106</u>	<u>41,869</u>	<u>316,975</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 Complementary Public Transport (CPT) Fund is in respect of the charges made for CPT services less the costs of running the service that are not funded by specific grants included in the restricted funds shown in note 15.

The Service Development Fund has been set up to fund a Volunteer Community Services Development Worker post, a Project/Business Development post and investment in the building (up to £10,000). In 2018/19, the fund balance will be used instead to further extend the Services Team Leader post for an additional year and develop the House and its facilities.

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 Pension Reserve is a negative reserve created due to the change in presentation required by FRS102 regarding the recognition of liabilities arising in respect of Pensions. This is more fully explained in note 18.

The amount of general funds at 31 March 2018 was £162,381. This is sometimes referred to as free reserves.

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

JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018

17. COMMITMENTS UNDER OPERATING LEASES

At 31 March 2018 the company had aggregate annual commitments under non-cancellable operating leases as set out below.

	<u>2018</u> £	<u>2017</u> £
Operating leases which expire:		
Within 1 year	-	-
Within 2 to 5 years	2,124	2,124
After more than 5 years	-	-
	<u>2,124</u>	<u>2,124</u>

18. PENSION

John Storer Charnwood participates in The Pensions Trust's Growth Plan (The Plan) a multi-employer scheme which provides benefits to some 1,300 non-associated participating employers. The scheme is a defined benefit scheme in the UK.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

The scheme is classified as a 'last-man standing arrangement'. Therefore the company 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.

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.

A full actuarial valuation for the scheme was carried out at 30 September 2014. The valuation showed assets of £793 million, liabilities of £970 million and a deficit of £177 million. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional annual contributions to the scheme from the 1 April 2016 amounting to £13 million.

The recovery plan contributions are allocated to each participating employer in line with their estimated share of the Series 1 and Series 2 scheme liabilities.

Where the scheme is in deficit and where the company has agreed to a deficit funding arrangement the company recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

JOHN STORER CHARNWOOD
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018

18. PENSION (continued)

John Storer Charnwood is scheduled to pay annual contributions for the next 8 years to meet the scheme's deficit. This annual amount may vary over time, dependent upon the results of the future actuarial valuations of the scheme. The scheduled annual payment for next year is £9,821. The length of payment period may also vary if the contributions do not offset the deficit over the planned period. If the charity paid its annual contributions as planned, using an actuarial discount rate of 1.71% the net present value would be £76,214 (2015/16 : £85,798 and a discount rate of 1.32%). This amount is recognised in the accounts in accordance with FRS102 as a provision, with an equal and opposite 'negative reserve', on the balance sheet.

PRESENT VALUES OF PROVISION

	<u>31 March 2018</u>	<u>31 March 2017</u>	<u>31 March 2016</u>
	(£)	(£)	(£)
Provision Present Value	76,214	85,798	90,614

RECONCILIATION OF OPENING AND CLOSING PROVISIONS

	<u>31 March 2018</u>	<u>31 March 2017</u>
	(£)	(£)
Provision at start of period	85,798	90,614
Unwinding of the discount factor (interest expense)	1,065	1,773
Deficit contribution paid	(9,513)	(9,258)
Remeasurements – due to change in assumptions	(1,136)	2,669
Provision at end of period	76,214	85,798

INCOME AND EXPENDITURE IMPACT

	<u>31 March 2018</u>	<u>31 March 2017</u>
	(£)	(£)
Interest expense	1,065	1,773
Remeasurements – due to change in assumptions	(1,136)	2,669

ASSUMPTIONS

	<u>31 March 2018</u>	<u>31 March 2017</u>	<u>31 March 2016</u>
	(% per annum)	(% per annum)	(% per annum)
Rate of discount	1.71	1.32	2.07

The discount rates shown above are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using the full AA corporate bond yield curve to discount the same recovery plan contributions.

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:

Due from John Storer House Foundation	<u>2018</u> 56,405	<u>2017</u> £66,789
---------------------------------------	-----------------------	------------------------