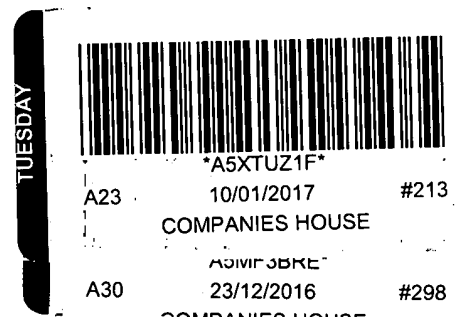


Croydon Neighbourhood Care Association

**A REGISTERED CHARITY
AND
A COMPANY LIMITED BY GUARANTEE**

**REPORT AND FINANCIAL STATEMENTS
For the year ended 31 March 2016**



CONTENTS

	Page
Reference and administrative information	1
Trustees' report	2-4
Independent Examiner's Report	5
Statement of financial activities	6
Balance sheet	7
Notes forming part of the financial statements	8-12

Trustees' Annual Report

For the year period 1 April 2015 to 31 March 2016

Reference and Administrative Information

DIRECTORS AND TRUSTEES

The directors and trustees in office from 1 April 2015 to 31st March 2016 were:

Adetokunbo Adeleye
Peter Cox
Brian Longman
Gerrie Ozah
Norman Till
Christine Waring

REGISTERED OFFICE & PRINCIPLE OFFICE

Central Hall
Davidson Lodge
Freemasons Road
Croydon
CR0 6PD

BANKERS

CAF Bank Ltd
25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

Unity Trust Bank Ltd
Nine Brindleyplace, Birmingham, B1 2HB

AUDITOR/INDEPENDENT EXAMINER

Sutton Centre for the Voluntary Sector
Granfers Community Centre, 73-79 Oakhill Road, Sutton, SM1 3AA

CHARITY NUMBER

1084451

COMPANY REGISTERED NUMBER

4114552

Trustees Report for the period 1 April 2015 to 31 March 2016

The Trustees present their annual report on the affairs of the charity, together with the financial statements for the period 1 April 2015 to 31 March 2016. The financial statements have 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 for Smaller Entities (the FRSSE)(effective 1 January 2015) and with the requirements of (the Companies Act 2006)/(the Charities Act 2011).

Principal Activity

The charity is constituted as a company limited by guarantee ("CNCA"), and is therefore governed by a Memorandum and Articles of Association.

The objects of the Association, as set out in the Memorandum of Association of CNCA, are "to act for the relief of persons in need and for such other charitable purposes for the benefit of the inhabitants of the London Borough of Croydon as the charity shall from time to time decide and to do all such things as are incidental or conducive to the attainment of that object".

Public Benefits***Core activity***

The principal object of CNCA is to promote, support and develop local neighbourhood care schemes within the London Borough of Croydon for the relief of isolated and vulnerable adults, supporting our Member Groups to continue to provide preventative services to the community, through best practice, training and development. CNCA also provides various related services for the same user groups.

Other Services

CNCA has diversified by obtaining a number of services compatible with the core services, notably the Carers' Befriending Service which is part of the overall carers' service run by the London Borough of Croydon. CNCA also offers a verification service for people requiring clearance by the Disclosure and Barring Service (DBS) and has undertaken a mapping exercise of services available to older people across the Borough on behalf of the Falls Group.

Directors, Trustees and Officers

During the year to 31 March 2016, the following have served as Trustees (all of whom are directors) and Officers:

Gerrie Ozah – Chair
Peter Cox – Vice Chair
Brian Longman
Norman Till
Christine Waring
Adeleye Adotokunbo

New Trustees

Trustees and member organisations are encouraged to identify individuals to become trustees, to fill vacancies and to strengthen the Board. This is done on an ongoing basis, to ensure the Board is diverse and has the appropriate range of skills. An appropriate tailored training programme is developed for each new trustee.

Trustees Report for the period 1 April 2015 to 31 March 2016 (continued)

Operational Performance

CNCA spent the year building on its strengths, both in terms of the scope of activities and the team that delivers this. That is both from the perspective of its core activities, supporting neighbourhood care in Croydon. In addition, planning was commenced to broaden the activities of CNCA.

The directors and staff of CNCA are committed to continuing their work to ensure that CNCA flourishes.

The main achievements are:

- Actively supporting all the member organisations, including finding trustees, giving guidance, helping with negotiations with funders, identifying funding sources, organising AGMs and other meetings, dispute resolution and providing information and resources.
- Successfully being recommissioned for running its core services and supporting member groups through their recommissioning, as well as influencing what was recommissioned for the sector as a whole.
- Developing new services, notably the Carers' Befriending Project, health and warmer homes initiatives
- Carrying out preparatory work to diversify the activities
- Providing information and training courses

Going Concern Review

The Trustees have assessed the viability of CNCA and undertook a total restructure of the Charity as a result of the reduction in the funding grant from the London Borough of Croydon to ensure that the Charity could continue to operate as a viable concern. As a result, the Chief Executive Officer was offered and accepted redundancy in April 2015 while a new Manager of the Charity was appointed in August 2015. Staff roles were reviewed and amended to reflect the current needs of the Charity. Some staff vacancies due to resignations were not filled and the staff team was streamlined to ensure effective running of the Charity.

They have reviewed the agreements, correspondence and meetings with the London Borough of Croydon, the business plan, budget for the current year and the level of reserves as at 31 March 2016. Given all of these elements, the Trustees are satisfied that the Charity is a going concern.

The Trustees are continually seeking additional sources of funding and other activities to seek to ensure that CNCA continues in the long term and its funding sources are diversified. If this is not successful, the trustees will take appropriate measures.

The Trustees regularly review the activities and organisation that supports those activities to ensure that CNCA is meeting its objectives, remains solvent and provides good value for money.

Financial Performance

CNCA has shown a profit for the year of £24,914 (2015 deficit of £71,177). In particular, the restricted activities showed a surplus of £36,758 (2015 - £13,526) and the unrestricted activities showed a deficit of £11,844 (2015 –deficit of £84,703).

This shows the challenge that CNCA faces, as outlined in the previous section.

Trustees Report for the period 1 April 2015 to 31 March 2016 (continued)

The designated reserves are detailed in the notes to the accounts and include a contingency reserve to cover core running costs for one month and a reserve to cover redundancy and notice costs of all staff.

The trustees consider the current level to be adequate to support the continuation of the current activities of CNCA.

Risk Management

The Trustees have actively examined all major financial risks, and other operational and business risks faced by the charity. The Trustees previously identified that the charity is overly reliant on its core funding agreement with Croydon Council. The Trustees have sought to broaden its funding base and will continue to do so. Apart from this financial risk, the Trustees believe that they have established systems to mitigate the significant risks as far as possible.

Statement of Public Benefit

The trustees have paid due regard to the guidance on public benefit produced by the Charity Commission and are confident that the work of the Charity meets all the criteria for public benefit.

Trustees Responsibilities in relation to the financial statements

The Trustees are required by company law to prepare financial statements for each financial year, which give a true and fair view of the financial activities of the charity and its financial position at the end of the year. In preparing those statements the Trustees are required to:

- a) select suitable accounting policies and apply them consistently
- b) make judgments and estimates that are reasonable and prudent
- c) state whether the policies adopted are in accordance with the Companies Act 2006 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements.
- d) Prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time, the financial position of the charity and enable them to ensure that the financial statements comply with S419(2) of the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report was approved by the Board and signed on its behalf by.



Gerrie Ozah (Chair)

19th December 2016

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CROYDON NEIGHBOURHOOD CARE ASSOCIATION**

I report on the accounts of Croydon Neighbourhood Care Association Charity Company for the year ended 31 March 2016, which are set out on pages 11 to 16.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) Which gives me reasonable cause to believe that in any material respect the requirements:

- To keep accounting records in accordance with section 386 of the Companies Act 2006:
and
- To prepare accounts which accord with accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (January 2015),

Have not been met; or

(2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Laura Fernie (ACCA)
Sutton Centre for the Voluntary Sector
Granfers Community Centre
73-79 Oakhill Road
Sutton, Surrey, SM1 3AA

Date 19th December 2016

Statement of Financial Activities**(incorporating Income and Expenditure Account)****For the year period 1 April 2015 to 31 March 2016**

	Note	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total Funds 2016 £	Total Funds 2015 £
Income from:					
Donations	2	4,580	-	4,580	1,383
Charitable Activities	4	90,000	50,000	140,000	53,000
Investments	3	162	-	162	1,893
Other Income		8,328	10,000	18,328	50,417
Total		103,070	60,000	163,070	206,693
Expenditure on:					
Raising funds		-	-	-	-
Charitable Activities	5	114,914	23,242	138,156	277,870
Total		114,914	23,242	138,156	277,870
Net Income / (expenditure)		(11,844)	36,758	24,914	(71,177)
Transfers between funds		37,113	(37,113)	-	-
Net movement in funds		25,269	(355)	24,914	(71,177)
Total Funds brought forward		28,706	59,070	87,776	158,953
Total Funds carried forward		53,975	58,715	112,690	87,776

Balance Sheet**As at 31 March 2016**

	Note	2016		2015	
		£	£	£	£
FIXED ASSETS:					
Tangible Assets:	9		-		1,220
CURRENT ASSETS:					
Cash at bank and in hand		107,493		108,765	
Debtors	10	10,113		2,699	
		<u>117,606</u>		<u>111,464</u>	
CREDITORS:					
Amounts falling due within one year	11	<u>4,916</u>		<u>24,908</u>	
NET CURRENT ASSETS:			112,690		86,556
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>112,690</u>		<u>87,776</u>
THE FUNDS OF THE CHARITY					
	14				
Restricted Funds			58,715		59,070
Unrestricted Funds			53,975		28,706
TOTAL CHARITY FUNDS			<u>112,690</u>		<u>87,776</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2016. No members have required the company to obtain an audit of its accounts for the year in question, under Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

ON BEHALF OF THE BOARD:



Gerrie Ozah (Chair)
19th December 2016

NOTES TO THE FINANCIAL STATEMENTS**Year ended 31st March 2016**

1. ACCOUNTING POLICIES**1.1 Basis of preparation of Accounts**

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with Statement of Recommended Practice (SORP) 2015 and applicable accounting standards. The charity has availed itself of Paragraph 3 (3) of schedule 4 of the Companies Act and adapted the Companies Act formats to reflect the special nature of the charity's activities. The organisation has taken advantage of the exemption in SORP (FRSSE) from the requirement to produce a cash flow statement. The charity is dependent on continuing grant aid and as a consequence the going concern basis is also dependent on the continuing grant aid.

1.2 Company Status

The charity is a company limited by guarantee. The members of the company include Trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

1.3 Expenditure

Resources expended are included in the Statement of Financial Activities on an accrual basis, inclusive of any VAT which cannot be recovered.

1.4 Income

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. No amounts are included in the financial statements for services donated by volunteers.

1.5 Deferred Income

In accordance with the SORP, grants received in advance and specified by the donor as relating to specific accounting periods or alternatively which are subject to conditions which are still to be met as deferred on an accruals basis to the period to which they relate. Such deferrals are shown in the notes to the accounts.

1.6 Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. These funds are held to finance both working capital and capital investment.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

Investment income and gains are allocated to the appropriate fund.

NOTES TO THE FINANCIAL STATEMENTS**Year ended 31st March 2016 (continued)****1.7 Tangible Fixed Assets**

Individual fixed assets costing £200 or more are capitalised at cost. Depreciation is provided on all tangible fixed assets at rates calculated to write off the expected useful economic lives as follows:

Office Equipment 33% straight line basis

1.8 Finance and operating leases

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred. Assets purchased under finance leases are capitalised as fixed assets. Obligations under such agreements are included in the creditors. The difference between the capitalised cost and the total obligation under the lease represents the finance charge. Finance charges are written off to the SOFA over the period of the lease so as to produce a constant periodic rate of charge.

1.9 Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value added tax is not recoverable by the charity, and as such is not included in the relevant costs in the Statement of Financial Activities.

2. Donations and gifts

	2016	2015
	£	£
Miscellaneous	4,580	1,383

2. Investment Income

	2016	2015
	£	£
Interest Receivable	162	1,893

4. Grants and Contracts

	2016	2015
	£	£
London Borough of Croydon - Core Funding	90,000	90,000
London Borough of Croydon - POP Service	-	13,000
Carers Grant	50,000	50,000
	140,000	153,000

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31st March 2016 (continued)

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted	Restricted	Total 2016 £	Total 2015 £
	£	£		
Staff Costs (note 8)	67,452	10,514	77,966	196,698
Premises Cost	14,815	-	14,815	18,876
Office Expenses	26,308	-	26,308	29,609
Training for Member Groups	438	-	438	1,361
Publicity	324	-	324	35
Depreciation	1,220	-	1,220	1,502
Other Costs	4,357	12,728	17,085	29,789
	114,914	23,242	138,156	277,870

6. RESOURCES EXPENDED

	2015 £	2016 £
Total resources expended include:		
Independent Examination	700	1,080
Operating lease rentals - Land & Buildings	7,700	7,700
Operating lease rentals - Other	9,769	6,500
Depreciation - on owned assets	1,220	1,502

7. TRUSTEE REMUNERATION

Out of pocket expenses were reimbursed to Trustees as follows:

	2016	2015
Number	-	8
Amount	£-	£49

8. STAFF COSTS

	2016 £	2015 £
Salaries	72,801	181,291
National Insurance	5,165	15,407
	77,966	196,698

No employee received emoluments in excess of £60,000 (2015: Nil).

The average number of full time equivalent employees in the year, analysed by functions was

	2016 Number	2015 Number
Charitable Activities	2.5	6
Management and Administration of the charity	1	1

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31st March 2016(continued)

9. TANGIBLE FIXED ASSETS

	Office Equipment £
Cost	
At 1st April 2015	20,945
Additions	-
Disposals	-
At 31 st March 2016	<u>20,945</u>
Accumulated Depreciation	
At 1st April 2015	19,725
Charge for the year	1,220
Disposals	-
At 31 st March 2016	<u>20,945</u>
Net book values	
At 31 st March 2016	-
At 31 st March 2015	1,220

	2016 £	2015 £
10. DEBTORS		
Debtors	10,113	471
Prepayments	-	2,228
	<u>10,113</u>	<u>2,699</u>

11. CREDITORS: Amounts falling due within one year

	2016 £	2015 £
PAYE & NIC	3,187	2,966
Other Creditors	1,029	19,088
Accruals and deferred income	700	2,854
	<u>4,916</u>	<u>24,908</u>

12. FINANCIAL COMMITMENTS

	2016			2015	
	Land and Building	Other		Land and Building	Other
	£	£		£	£
Expiry date:	£	£		£	£
Less than one year	7,700	-		7,700	-
Two to five years	-	9,769		-	6,500
	<u>7,700</u>	<u>9,769</u>	000	<u>7,700</u>	<u>6,500</u>

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31st March 2016(continued)

13. CAPITAL COMMITMENTSThere are no capital commitments as at 31st March 2016 (2015 - Nil)**14. STATEMENT OF FUNDS.**

	As at 1 April 2015 £	Income £	Expenditure £	Transfers £	As at 31 st March 2016 £
Unrestricted Funds					
Payroll Severance Reserve	46,158	-	-	(31,158)	15,000
Dilapidations Reserve	2,500	-	-	(2,500)	-
Building Reserve	2,500	-	-	(2,500)	-
General Contingency Fund	20,000	-	-	(7,000)	13,000
Total designated funds	71,158	-	-	(43,158)	28,000
General Reserve	(42,452)	103,070	(114,914)	80,271	25,975
Total unrestricted funds	28,706	103,070	(114,914)	37,113	53,975
Restricted funds:					
Warm Up Croydon	11,851	-	-	(11,851)	-
Food & Wellbeing Project	14,350	-	-	(14,350)	-
Sport England	6,571	-	(2,210)	-	4,361
Awards for All	9,785	-	-	(9,785)	-
Carers	15,386	50,000	(20,821)	-	44,565
Croydon PCT	875	-	-	(875)	-
Selsdon Centre for the Retired	252	-	-	(252)	-
NHS Croydon	-	10,000	211	-	9,789
	59,070	60,000	(23,242)	(37,113)	58,715

The reason for each of the designated reserves is as follows:

Payroll Severance Reserve - the cost of any potential redundancy of staff, by reserving the redundancy pay and notice pay cost of all staff.

Dilapidations Reserve - this provides for potential dilapidations claim were CNCA's current lease to come to an end. It is a general estimate by the Trustees.

Building Reserve - the allowed some feasibility study on the Upstairs Hall or the costs of relocation.

Contingency Fund - this reserve ensures that there are funds for one month of ongoing operating costs.

15. ANALYSIS OF GROUP NET ASSETS BETWEEN FUNDS

	Restricted Funds £	Unrestricted Designated funds £	Unrestricted General fund £	Total Funds £
31st March 2016 Funds are represented by				
Current Assets	58,715	28,000	30,891	117,606
Current Liabilities	-	-	(4,916)	(4,916)
Total Funds	58,715	28,000	25,975	112,690

16. CONTINGENT LIABILITIES

The Directors do not consider that there are any contingent liabilities.

17. ULTIMATE CONTROLLING PARTY

CNCA does not consider that it has any ultimate controlling party.