

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 JULY 2019
FOR**

MELTON LEARNING HUB

Registered Charity Number: 1139747

Registered Company Number: 7404469 (England and Wales)

tc accounts · tax · legal · financial planning

Harwood House
Park Road
Melton Mowbray
Leicestershire

**MELTON LEARNING HUB
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FOR THE YEAR ENDED 31 JULY 2019**

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**MELTON LEARNING HUB
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 JULY 2019**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 July 2019. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects of the charity are:-

(a) To act as a resource for young people up to the age of 25 living in Melton Borough and the surrounding area, by providing advice and assistance and organising programmes of physical, educational and other activities as a means of :-

advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;

advancing the education of young people;

relieving unemployment;

(b) To help young people, especially but not exclusively, through leisure time activities, so as to develop their capabilities so that they may grow to full maturity as individuals and members of society;

(c) To promote social inclusion for the public benefit in Melton Borough and surrounding areas by preventing people from becoming socially excluded and assisting them to integrate into society.

(d) To develop the capacity and skills of people who are socially excluded in Melton Borough and surrounding areas in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The directors have taken due account of the guidelines issued by the Charity Commission with regard to public benefit, and set out above are the main activities undertaken during the year by Melton Learning Hub in furtherance of its charitable purposes for the public benefit.

FINANCIAL REVIEW

Principal funding sources

Total incoming resources for the period amounted to £592,971, with total resources expended of £533,377, resulting in net incoming resources of £59,594.

Reserves policy

Reserves are defined as that part of the current assets freely available for general purposes, as opposed to fixed assets and monies held in restricted funds or designated for specific uses. At 31 July 2019 the free reserves were £367,428 (2018: £296,176). There is no specific reserves policy as it is felt that there are sufficient reserves going forward.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The organisation is a charitable company limited by guarantee, incorporated on 12 October 2010 and registered as a charity on 11 January 2011.

The company was established under a Memorandum of Association which established the objects and powers of the charity and is governed under its Articles of Association.

The directors, who are the trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 2.

It is our policy to undertake ongoing risk assessments and take such measures as are necessary to ensure the health and safety of staff, volunteers, families and members of the public who visit our premises and are involved in our work.

**MELTON LEARNING HUB
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 JULY 2019**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number
1139747

Company Registration Number
7404469 (England and Wales)

Directors/Trustees

Mr K Aubrey
Mrs D Featherstone
Mrs J Horn
Mrs L Moore
Mrs P Posnett
Mr S Taylor
Mrs K Theobald
Ms S Andrew
Mr C Treadwell

Registered Office and Operational Address

Burton Road
Melton Mowbray
Leicestershire
LE13 1DJ

Bankers

HSBC Bank plc
17 High Street
Melton Mowbray
Leicestershire
LE13 0TY

Independent Examiner

TC Group
Harwood House
Park Road
Melton Mowbray
Leicestershire
LE13 1TX

Approved by order of the board of trustees on 2019 and signed on its behalf by:

..... Trustee

P. M. Posnett

**MELTON LEARNING HUB
INDEPENDENT EXAMINERS REPORT
FOR THE YEAR ENDED 31 JULY 2019**

I report on the financial statements for the year ended 31 July 2019 which are set out on pages five to eleven.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The charity's 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 required.

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

- examine the financial statements under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act, as amended); and
- state whether particular matters have come to my attention.

Basis of the independent examiner's statement

My examination was carried out in accordance with 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements 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 2011 Act ; and
 - to prepare financial statements which accord with the accounting records, comply with the accounting requirements of section 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting andhave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Mr T Shaw FCA

TC Group
Harwood House
Park Road
Melton Mowbray
Leicestershire
LE13 1TX

**MELTON LEARNING HUB
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JULY 2019**

	Note	UNRESTRICTED FUNDS £	RESTRICTED FUNDS £	2019 TOTAL FUNDS £	2018 TOTAL FUNDS £
INCOMING RESOURCES					
Voluntary income	2	-	147,257	147,257	107,707
Incoming resources from charitable activities	3	2,521	-	2,521	2,277
Invoiced income		373,179	-	373,179	364,612
Room hire		2,197	-	2,197	1,317
Café and sundry income		67,696	-	67,696	90,731
Deposit account interest		121	-	121	44
Total incoming resources		<u>445,714</u>	<u>147,257</u>	<u>592,971</u>	<u>566,688</u>
RESOURCES EXPENDED					
Establishment expenses		11,647	23,119	34,766	47,504
Staff and volunteer costs	5	326,543	76,906	403,449	408,735
Activity costs		33,943	28,148	62,091	54,346
Café and sundry expenses		4,786	6,171	10,957	22,160
Administration		768	21,346	22,114	16,617
Total resources expended		<u>377,687</u>	<u>155,690</u>	<u>533,377</u>	<u>549,362</u>
NET INCOMING RESOURCES FOR THE YEAR					
	4	68,027	(8,433)	59,594	17,326
Funds brought forward at 1 August 2018		296,176	23,381	319,557	302,231
Funds transferred		3,225	(3,225)	-	-
TOTAL FUNDS AT 31 JULY 2019		<u><u>367,428</u></u>	<u><u>11,723</u></u>	<u><u>379,151</u></u>	<u><u>319,557</u></u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

Movements in funds are disclosed in note 11 to the financial statements.

The notes on pages 6 to 10 form part of these financial statements

**MELTON LEARNING HUB
BALANCE SHEET
AS AT 31 JULY 2019**

	Note	2019		2018	
		£	£	£	£
FIXED ASSETS					
Tangible assets	7		44,075		29,102
CURRENT ASSETS					
Debtors	8	72,864		17,217	
Cash at bank and in hand		<u>265,220</u>		<u>277,282</u>	
		338,084		294,499	
CREDITORS: amounts falling due within one year	9	<u>3,008</u>		<u>4,044</u>	
NET CURRENT ASSETS			<u>335,076</u>		<u>290,455</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	10		<u><u>379,151</u></u>		<u><u>319,557</u></u>
UNRESTRICTED FUNDS					
Operating fund	11		367,428		296,176
RESTRICTED FUNDS	11		11,723		23,381
TOTAL FUNDS	11		<u><u>379,151</u></u>		<u><u>319,557</u></u>

The charitable company is entitled to exemption from audit under section 477 of the Companies Act 2006 for the year ended 31 July 2019.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 July 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

These financial statements were approved by the Board of Trustees on and were signed on its behalf by:

..... Trustee

P. M. Posnett

..... Trustee

J. Horn

The notes on pages 6 to 10 form part of these financial statements

**MELTON LEARNING HUB
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2019**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company have been prepared in accordance with the Charities SORP (FRSSE) '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)', the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life. Rates generally applicable are:

Fixtures, fittings and equipment	12.5% per annum reducing balance
Motor vehicles	25% per annum reducing balance
Shed	25% per annum reducing balance

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs

Contributions to employees' pension schemes are charged to the Statement of Financial Activities in the period to which they relate.

MELTON LEARNING HUB
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2019

2. VOLUNTARY INCOME

	UNRESTRICTED £	RESTRICTED £	2019 TOTAL £	2018 TOTAL £
Big Lottery fund	-	-	-	39,266
Barnardos	-	5,981	5,981	-
Children in Need	-	6,699	6,699	2,871
Co-Op	-	-	-	870
Enterprise Rent-a-Car	-	-	-	1,000
Fairtrade funding	-	-	-	500
Leicestershire Police	-	19,567	19,567	-
Leicestershire County Council	-	44,315	44,315	47,332
Leics & Rutland Community Foundation	-	5,000	5,000	9,470
Melton & Belvoir Rotary	-	-	-	600
Big Lottery re Engage	-	55,918	55,918	4,000
MMBC Lottery	-	162	162	-
Melton Young Enterprise	-	99	99	1,200
Ragdale Hall	-	299	299	598
Richard Raynes Foundation	-	250	250	-
Thomas Foundation	-	7,967	7,967	-
Tesco Groundworks	-	1,000	1,000	-
	<u>-</u>	<u>147,257</u>	<u>147,257</u>	<u>107,707</u>

3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	UNRESTRICTED £	RESTRICTED £	2019 TOTAL £	2018 TOTAL £
Self generated income:				
Fundraising	185	-	185	157
Other donations	<u>2,336</u>	<u>-</u>	<u>2,336</u>	<u>2,120</u>
	<u>2,521</u>	<u>-</u>	<u>2,521</u>	<u>2,277</u>

4. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging/(crediting):

	2019 £	2018 £
Depreciation	7,047	8,244
Director's remuneration	<u>-</u>	<u>-</u>

**MELTON LEARNING HUB
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2019**

5. STAFF AND VOLUNTEER COSTS AND STAFF NUMBERS

Staff and volunteer costs were as follows:

	2019	2018
	£	£
Salaries and wages	335,633	335,580
Social security costs	22,075	21,191
Pension contributions	14,221	15,175
Volunteer costs	<u>31,520</u>	<u>36,789</u>
	<u><u>403,449</u></u>	<u><u>408,735</u></u>

There was an average of 20 employees during the year ended 31 July 2019 (2018 - 22). No employees were paid at an annual rate of £60,000 or more. Director's remuneration is disclosed in note 4. Pension contributions are in respect of defined contributions to employees pension schemes. No contributions were outstanding at the balance sheet date.

6. INDEPENDENT EXAMINER'S FEES

	2019	2018
	£	£
Accounting services	<u>1,800</u>	<u>1,920</u>

7. TANGIBLE FIXED ASSETS

For use by the charity

	VEHICLES	FIXTURES, FITTINGS & EQUIPMENT	TOTAL
	£	£	£
COST			
At 1 August 2018	30,244	17,276	47,520
Additions	13,999	10,252	24,251
Disposals	(3,400)	-	(3,400)
At 31 July 2019	<u>40,843</u>	<u>27,528</u>	<u>68,371</u>
DEPRECIATION			
At 1 August 2018	11,054	7,364	18,418
Charge for the period	4,241	2,806	7,047
On disposals	(1,169)	-	(1,169)
At 31 July 2019	<u>14,126</u>	<u>10,170</u>	<u>24,296</u>
NET BOOK VALUE			
At 31 July 2019	<u>26,717</u>	<u>17,358</u>	<u>44,075</u>
At 31 July 2018	<u>19,190</u>	<u>9,912</u>	<u>29,102</u>

8. DEBTORS

	2019	2018
	£	£
Trade debtors	65,310	11,063
Prepayments and accrued income	<u>7,554</u>	<u>6,154</u>
	<u><u>72,864</u></u>	<u><u>17,217</u></u>

9. CREDITORS: amounts falling due within one year

	2019	2018
	£	£
Trade creditors	908	1,675
Accruals	<u>2,100</u>	<u>2,369</u>
	<u><u>3,008</u></u>	<u><u>4,044</u></u>

MELTON LEARNING HUB
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2019

10. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	GENERAL FUNDS £	RESTRICTED FUNDS £	TOTAL FUNDS 2019 £	TOTAL FUNDS 2018 £
Tangible fixed assets	44,075	-	44,075	29,102
Current assets	326,361	11,723	338,084	294,499
Current liabilities	<u>(3,008)</u>	<u>-</u>	<u>(3,008)</u>	<u>(4,044)</u>
Net assets at 31 July 2019	<u>367,428</u>	<u>11,723</u>	<u>379,151</u>	<u>319,557</u>

11. MOVEMENTS IN FUNDS

	AT 1 AUGUST 2018 £	INCOMING RESOURCES £	OUTGOING RESOURCES £	FUND TRANSFERS £	AT 31 JULY 2019 £
RESTRICTED FUNDS					
Big Lottery	13,198	55,918	(62,795)	(2,740)	3,581
Barnardos	-	5,981	(1,700)	-	4,281
Children in Need	1,200	6,699	(7,406)	-	493
Fairtrade	65	-	(65)	435	435
Leicestershire County Council	-	44,315	(44,315)	-	-
Leicestershire Police	-	19,567	(17,726)	-	1,841
Leics & Rutland Comm Found	1,286	5,000	(5,802)	(250)	234
Melton & Belvoir Rotary	573	-	-	(573)	-
Melton Youth Enterprise	200	99	(200)	(91)	8
MMBC Lottery	-	162	-	-	162
Ragdale Hall	-	299	-	-	299
Rotary	6	-	-	(6)	-
Richard Raynes Foundation	-	250	(250)	-	-
Tesco Groundworks	-	1,000	(1,000)	-	-
Thomas Foundation	-	7,967	(7,578)	-	389
VAM Transport Scheme	6,853	-	(6,853)	-	-
Total restricted funds	<u>23,381</u>	<u>147,257</u>	<u>(155,690)</u>	<u>(3,225)</u>	<u>11,723</u>
UNRESTRICTED FUNDS					
Operating Fund	<u>296,176</u>	<u>445,714</u>	<u>(377,687)</u>	<u>3,225</u>	<u>367,428</u>
Total unrestricted funds	<u>296,176</u>	<u>445,714</u>	<u>(377,687)</u>	<u>3,225</u>	<u>367,428</u>
Total funds	<u>319,557</u>	<u>592,971</u>	<u>(533,377)</u>	<u>-</u>	<u>379,151</u>

12. TAXATION

As a charity, Melton Learning Hub is exempt from tax on income and gains to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

**MELTON LEARNING HUB
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2019**

13. TRUSTEES' EXPENSES, REMUNERATION AND BENEFITS

There were no trustees expenses or other benefits during the year ended 31 July 2019 or during the year ended 31 July 2018.

14. RELATED PARTY DISCLOSURE

There were no related party transactions for the years ending 31 July 2019 and 31 July 2018.

**MELTON LEARNING HUB
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JULY 2019**

INCOME AND ENDOWMENTS	2019	2018
	£	£
Invoiced income, grants and donations		
Voluntary income	147,257	107,707
Invoiced income	373,179	364,612
Room hire	2,197	1,317
Café and sundry income	67,696	90,731
	<u>590,329</u>	<u>564,367</u>
Other trading activities		
Fundraising events	185	157
Donations	2,336	2,120
	<u>2,521</u>	<u>2,277</u>
Investment income		
Deposit account interest	121	44
	<u>121</u>	<u>44</u>
Total incoming resources	<u>592,971</u>	<u>566,688</u>
 EXPENDITURE		
Charitable activities		
Wages and national insurance	357,708	356,771
Pensions	14,221	15,175
Volunteer expenses	31,520	36,789
Rates and water	1,445	3,641
Rent and service charges	12,000	12,000
Insurance	2,294	3,467
Light and heat	6,271	7,477
Repairs and renewals	6,168	9,218
Cleaning and waste	3,782	7,114
Depreciation	7,047	8,244
Loss on disposal of assets	631	-
Telephone and internet	5,044	3,068
Postage and stationery	7,257	9,136
Consultancy fees	5,779	-
Accountancy	1,800	1,920
Professional fees	1,848	1,613
Advertising	386	880
Training materials	23,475	20,186
Café expenses	10,957	22,160
Exam fees	5,943	3,269
Staff travelling	844	409
Motor expenses	26,038	24,643
Sundry expenses	919	2,182
Total resources expended	<u>533,377</u>	<u>549,362</u>
 Net income	<u><u>59,594</u></u>	<u><u>17,326</u></u>