

St Matthews Big Local (Leicester)

Registered Charity no 1166668

Annual Report and Accounts

For the period 21 April 2016 to 31 August 2017



St Matthews Big Local (Leicester)

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St Matthews Big Local (Leicester)

Trustees' Annual Report for the period 21st April 2016 to 31st August 2017

Charity registration number: 1166668

Objectives

To promote the benefit of the inhabitants of the community of St Matthews Estate Leicester without distinction of gender, sexual orientation, race or politics, religion or other opinions, by associating together with the said inhabitants, and the statutory authorities, voluntary and other organisations in a common effort to improve facilities and service provision in the interest of social welfare, community cohesion and improving conditions and life chances for local residents including by the provision of a community facility.

Activities

The priorities are to make St Matthews a place:

- which is cleaner and greener
- where everyone is appreciated, valued and respected
- where everyone can reach their potential and local businesses flourish
- where everyone feels safe and secure
- where we can celebrate diversity, talent and creativity

Details of the activities, projects and services in relation to our purposes and priorities can be found in more detail in the Big Local plans which can be found here:

<https://www.stmatthewsbiglocal.com/the-neighbourhood-plan>

Public Benefit

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Policy on grant making

Grants are administered by the Leicestershire and Rutland Community Foundation. Grants of up to £500 are available to residents of St Matthews to run activities for their fellow residents. Grants of up to £3.500 are available to groups to run activities for residents. All activities must be open to all communities on the Estate and must be advertised.

A wide selection of grants has been awarded to both local residents and voluntary organisations which all help to provide positive activities locally and help us to deliver our Vision. Some of the grants can be see here <https://www.stmatthewsbiglocal.com/grant-awards>

The Main Achievements of the Charity

Big Local has made a real difference to people's lives; it has given people new skills and opportunities. The grants programme alone has encouraged St Matthews' organisations to start working together to deliver projects. Some of these organisations have developed formal partnership arrangements. The funds have promoted a sense of cohesion in the Estate with organisations and individuals working together who previously had not. The grants programme has, moreover, given residents a real opportunity to become empowered to

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make a real difference in St Matthews. It is estimated that thousands of members of the community have felt the positive effect of the grants programme to date. As well as supporting residents, SMBL has also been supporting the business community within St Matthews by working with Spring to Action where local residents with a start-up idea got advice and support to make their dreams become a reality, and existing businesses could get help and advice to look at improving their business. Furthermore, new and existing businesses now have the opportunity to apply for loan funding to support them further through MCF Loans. This initiative was set up to make loans to financially excluded individuals and businesses that could not access affordable credit from mainstream banks and building societies. A key aim was to reduce the burden of debt and high interest charges faced by low income households and provide an alternative source of credit to the cheque cashers, high cost door-step providers and illegal money lenders.

One of our greatest successes has been our partnership with LASALS and CYPFC to provide funded training opportunities for residents. Since taking over the lease of St Matthews House we have been able to use it to deliver training courses.

In October 2016 the Charity took on the lease of St Matthews House, a ground floor set of rooms and offices owned by the Diocese of Leicester. A new, significantly more efficient, boiler was installed, a new kitchen was fitted with thanks to Stagg and Smith Woodworking for the fittings, the main rooms were decorated and new carpet was fitted and desks and chairs were purchased to equip the building for community use. The premises are now available to groups and individuals for meetings, training sessions and events.

In addition to the above, SMBL arranged a number of community trips to various attractions which were very popular, benefiting hundreds of residents from all ages. The venues included Cadbury World, Skegness, Twinlakes Park and Rutland Water. Specifically for young people, SMBL managed a cycling event which saw over 100 residents taking home free bike safety and security equipment as well as participating in an educational workshop. The elderly residents, on the other hand, were involved in regular trips and dinner events to reduce the levels of social isolation that they often experienced. The community members were also very happy to see that fundamental work was targeting the senior citizens of the community. Amongst the other popular activities is the St Matthews Clean Up, which again saw over 100 volunteers participating. Over the two events, more than 100 black bags of rubbish were collected, raising community awareness about littering. The Charity also supported the annual Parks Day, an event for the whole of St Matthews. An outdoor electricity supply has been fitted to support the stage, and St Matthews House provided shelter and amenities for the event with a barbecue supplying burgers and chips at the front of the House.

Contribution made by volunteers

Volunteers have played a massive part in helping to make the Charity work. From our volunteer board of Trustees to the local Police Cadets and local residents all of whom have helped out in the many activities and events.

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Residents and Cadets have helped to set up and run stalls, and activities at both community Parks Days and also annual community clean up events. Local residents also came together and volunteered at the opening of our Community Hub and cooked food from around the world to offer to members of their own and other communities who attended the event.

At our annual clean up event around 30 residents and children volunteered to come together to collect bags of litter to make our Estate cleaner.

The Charity has also been supported by various local companies who have volunteered staff under their corporate social responsibility programme. Staff from Next kindly came and volunteered to clear areas of overgrown garden to transform into areas where new bedding plants could be grown.

Staff from Samworth Brothers also came along to our Community Hub and spent a whole day decorating our hallway in bright colours, creating a more pleasant environment for visitors and staff using the building.

Financial Review

Review of the charity's financial position at the end of the period

At the end of its first sixteen months the Charity increased its unrestricted cash funds by over £8,000. Unspent grant had to be returned to the Big Local which resulted in a much larger bank balance at 31st August and a correspondingly large creditor. The grant was repaid in early September and these funds will be retained by the Big Local as part of the residue of the £1,000,000 currently unspent.

Reserves

The Charity wishes hold six months operating expenses in unrestricted funds. It is felt that this level of reserves is necessary because it can often take many months for grant applications to be processed. The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets (free reserves) held by the charity should be between 3 and 6 months of resources expended, which equates to £4,000 to £5,000 in general funds. At this time the Trustees feel that they would be able to continue current activities of the charity in the event of a significant drop in funding.

It is the aim of the charity to meet its reserve target in 2018, in its second year of operation.

Sources of Funding

Currently, the main source of income for the Charity is The Big Local which has £1,000,000 to be used over 10 years to benefit the residents of St Matthews Estate. Expenditure is governed by the Local Plan which has been written and revised after extensive consultation with residents. At the end of August 2017, the third year of the Local Plan had been completed with £300,186 having been used. This is supplemented by grants for specific activities, a limited amount of income generated by activities and donations.

Structure, Governance and Management

St Matthews Big Local (Leicester) is a charitable incorporated organisation.

See <https://www.stmatthewsbiglocal.com/documents> for our constitution.

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Appointment of Charity Trustees

Trustees must be either residents or workers on St Matthews Estate. They are trustees in their own right and do not represent any bodies with which they may be associated. The majority of Trustees must be residents.

Trustees are normally elected by members of the Charity at the AGM but may be appointed by the Trustees in which case they need to be elected by the members at the following AGM.

Each year, one third of the Trustees must stand down but they may be re-elected at the AGM. The minimum number of Trustees is 8 and the maximum is 17. The maximum continuous period of office is three terms, after which there must be a break of at least one year.

Reference and Administrative details

Charity name: St Matthews Big Local (Leicester)

Registered charity number 1166668

Charity's principal address:

St Matthews House, 25 Kamloops Crescent, Leicester LE1 2HX

Names of the Charity Trustees

Simon Johnson (Chairperson)

Mokhtar Elareshi (Vice Chairperson) (appointed March 2017)

Mrs Carol Allan (Treasurer)

Salha Sayid (appointed September 2016)

Khalidah Khalifa

Lee Nicholls

Sumaya Bihi

Christine James

Lorraine Clay (appointed September 2016, retired February 2018)

Sayed Khadri (appointed September 2016, retired August 2017)

Umesh Patel (retired August 2017)

Gavan Wilmot (retired August 2017)

Mohammed Artan (retired August 2017)

Abdirahman Hussein (retired August 2016)

Imaan Khan (retired August 2016)

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s) 

Full name(s) Simon Johnson Chairman

Position (e.g. Secretary, Chair, etc) Chair, Trustee

Date 13/6/18

St Matthews Big Local (Leicester)

Independent Examiner's Report to the Trustees of St Matthews Big Local (Leicester)

I report to the trustees on my examination of the accounts of St Matthews Big Local (Leicester) (the charity) for the period ended 31st August 2017.

Respective responsibilities of trustees and examiner

As the trustees of the charity you 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 Act")

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that in any material respect:

the accounting records were not kept in accordance with section 130 of the Act;

or

the accounts do not accord with those records;

or

the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed



Date 24/05/2018

MRS J E STOBART, FCCA
c/o RCCE, Inworth Rd, Feering
Essex CO5 9SE

St Matthews Big Local (Leicester)

St Matthews Big Local
Registered Charity no 1166668
Annual accounts for the period 21 April 2016 to 31 August 2017

Statement of Financial Activities

	Note	Unrestricted Funds	Restricted Funds	Total Funds	Prior Year funds
Incoming Resources					
Donations and legacies		5,298	250	5,548	
Charitable activities	3	3,996	109,317	113,313	
Other trading activities					
Investments					
Separate material item of income					
Other	4	206	150	356	
Total		9,500	109,716	119,216	
Resources expended					
Expenditure on:					
Charitable activities	5		84,410	84,410	
Running Costs	6	6,186	3,057	9,242	
Governance	7	2,850	2,142	4,992	
Total		9,036	89,609	98,644	
Net income/(expenditure) before investment gains/(losses)		464	20,108	20,572	
Net gains/(losses) on investments					
Net income/(expenditure)		464	20,108	20,572	
Extraordinary items					
Transfers between funds	14	18,010	(18,010)		
Other recognised gains/(losses):					
Other gains/(losses)					
Net movement in funds		18,474	2,098	20,572	
Reconciliation of funds:					
Total funds brought forward	13	5,878		5,878	
Total funds carried forward		24,352	2,098	26,450	5,878

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Registered Charity no 1166668
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Balance Sheet

	Note	Unrestricted funds £	Restricted funds £	Total this year £	Total last year £
Fixed assets					
Tangible assets	12	10,200		10,200	
Investments					
Total fixed assets		10,200		10,200	
Current assets					
Stocks					
Debtors					
Investments					
Cash at bank and in hand	13	14,632	71,049	85,681	5,878
Total current assets		14,632	71,049	85,681	5,878
Creditors	10	480	68,951	69,431	
Net current assets/(liabilities)		14,152	2,098	16,250	5,878
Total assets less current liabilities		24,352	2,098	26,450	5,878
Provisions for liabilities					
Total net assets or liabilities		24,352	2,098	26,450	5,878
Funds of the Charity					
Restricted income funds			2,098	2,098	
Unrestricted funds		24,352		24,352	5,878
Total funds		24,352	2,098	26,450	5,878

Signed by one trustee on behalf of all the trustees



Print name

CAROL ALLAN

Date

13/6/2018

St Matthews Big Local (Leicester)

Notes to the accounts

Note 1: Basis of preparation

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

1.2 Going concern - The Charity is a going concern.

Note 2: Accounting policies

2.1 Income: This standard list of accounting policies has been applied by the charity

Recognition of income: These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting: There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and donations: Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).

Legacies: Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Government grants: The charity has received no government grants in the reporting period.

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Tax reclaims on donations and gifts: Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Contractual income and performance related grants

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

Donated goods: Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so. Goods donated for on-going use by the charity are included in the SoFA as incoming resources when receivable.

Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.

Donated services and facilities: Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably. Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.

Support costs: The charity has incurred expenditure on support costs.

Volunteer help: The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Income from interest, royalties and dividends: This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

Settlement of insurance claims: Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP) and are included as an item of other income in the SoFA. Yes No N/A Investment gains and losses. This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

2.3 Expenditure and liabilities

Liability recognition: Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance and support costs: Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. Support costs include central functions and have either been charged directly to funds or allocated to activity cost categories on a basis consistent with the use of resources.

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Grants with performance conditions: Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Grants payable without performance conditions: Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Redundancy cost: The charity made no redundancy payments during the reporting period.

Deferred income: No material item of deferred income has been included in the accounts.

Creditors: The charity has creditors which are measured at settlement amounts less any trade discounts

Provisions for liabilities: A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

Basic financial instruments: The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS 102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS 102 SORP.

2.4 Assets

Tangible fixed assets for use by charity: These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost.

The depreciation rates are 20% for fixtures and fittings, equipment and property improvements and 33.3% for electronic equipment measured on a straight line basis.

Intangible fixed assets: The charity has no intangible fixed assets.

Heritage assets: The charity has no heritage assets.

Investments: The charity has no investments.

Debtors: Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

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Note 3

Analysis of income

	Unrestricted funds	Restricted funds	Total funds	Prior year
	£	£	£	£
Donations and legacies:				
Donations and gifts	2,298	250	2,548	
Gift Aid				
Legacies				
Donated goods, facilities and services	3,000		3,000	
Other				
Total	5,298	250	5,548	
Charitable activities:				
Charitable activities	2,996	2,692	5,688	
Grants	1,000	106,625	107,625	
Fees				
Total	3,996	109,317	113,313	
Other trading activities:				
Room lets	206	150	356	
Total	206	150	356	
TOTAL INCOME	9,500	109,716	119,216	

Note 4 Donated goods, facilities and services

	This year	Last year
	£	£
Fixtures and fittings for kitchen renovation	3,000	

Donated goods and services are recognised when they can be quantified.

All of the Board members are volunteers and their work, together with other volunteers is invaluable in running St Matthews Big Local.

	Unrestricted funds	Restricted income funds	Total funds	Prior year
	£	£	£	£
Note 5 Expenditure on charitable activities				
Direct Expenditure on activities				
Big Local		70,430	70,430	
Celebration		4,640	4,640	
Get Growing		247	247	
Xmas Party		176	176	
Other				
Publicity		1,986	1,986	
Staff		6,930	6,930	
Total expenditure on charitable activities		84,410	84,410	

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Note 6 Running Costs

Office expenses	83	1,238	1,321
Travel	10	410	420
Depreciation	2,550		2,550
Building running costs	3,489	1,038	4,527
Repairs & maintenance	54	371	425
Total expenditure on running costs	6,186	3,057	9,242

Note 7 Governance

Administration	62	2,060	2,123
Fees	2,308	81	2,389
Independent Examination	480		480
Total expenditure on governance	2,850	2,142	4,992

TOTAL EXPENDITURE

9,036	89,609	98,644
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Note 8 Support Costs

When appropriate, support costs will be allocated by time for activities and by hours for staff.

Note 9 Paid employees

Community Development Worker (self employed)	6,930
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Note 10 Creditors and accruals

	This year £	Last year £
Big Local grant underspend (repaid Sept '17)	68,951	
Fee for Independent Examination	480	
Total	69,431	

Note 11 Tangible fixed assets

	Freehold land & buildings	Property & Improve'ts	Fixtures & Equipment	Total
Cost or valuation				
Balance bt. forward				
Additions		10,840	1,910	12,750
Disposals				
Balance cd. forward		10,840	1,910	12,750
Depreciation				
Balance bt. forward				
Charge for the year		2,168	382	2,550
Eliminated on disposal				
Balance cd forward		2,168	382	2,550
Net book value at 31 August 2017		8,672	1,528	10,200
Net book value at 21 April 2016		0	0	0

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Note 13 Cash at bank and in hand	This year £	Last year £
Short term deposits		
Cash at bank and on hand	85,681	5,878
Other		
Total	85,681	5,878

Prior to incorporation on 21 April 2016, the incipient organisation held a bank balance of £5,878 which was transferred to the Charity.

Note 14 Restricted funds

Fund name & Purpose	Balance b/d £	Income £	Expenditure £	Transfers £	Balance c/f £
Big Local - delivery of the Local Plan		100,551	(83,465)	(17,086)	
Celebration - Gardening, opening & days out		7,276	(5,721)	(600)	955
Get Growing - gardening project		425	(247)		178
Cycle safety - cycling activities		600			600
Xmas party - for elderly & isolated residents		865	(176)	(324)	365
Total Funds		109,716	(89,609)	(18,010)	2,098

Transfers between funds

Between unrestricted and restricted funds

Reason for transfer	Amount
Big Local - Unrestricted	7,500
Big Local - Unrestricted	2,436
Big Local - Unrestricted	310
Celebration - Unrestricted	600
Xmas party - Unrestricted	324
Big Local - Unrestricted	960
Big Local - Unrestricted	950
Big Local - Unrestricted	4,930
	18,010

Note 15 Transactions with trustees and related parties

Trustee remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity

St Matthews Big Local (Leicester)

Trustees' expenses

	This year £	Last year £
Travel	414	
Subsistence		
Accommodation		
TOTAL	<hr/> 414	

Number of trustees reimbursed for expenses or who had expenses paid by the charity

2

Transactions with related parties

There have been no related party transactions in the reporting period