Registered number: 03441632 Charity number: 1073086



# UNAUDITED TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2017

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#### REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 30 SEPTEMBER 2017

#### **Trustees**

P G R A Boorman S G Rayment A Law C Glen K L Barnes M F Keith V A Lindström

#### Company registered number

03441632

#### · Charity registered number

1073086

#### Registered office

; Soanes Centre, Tower Hamlets 🖫 Cemetery Park, Southern Grove London

· E3 4PX

#### **Company secretary**

S Werner

#### **Accountants**

Nyman Libson Paul **Chartered Accountants** Regina House 124 Finchley Road London **NW3 5JS** 

#### TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2017

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of Setpoint London East Limited (the charity) for the ended 30 September 2017. The Trustees confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), 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).

This is a directors' report required by s417 of the Companies Act 2006 and all trustees are directors. The trustees' report should be read in conjunction with the Annual Report, which is published separately.

#### Structure, governance and management

During the year the constitution of the company remained unchanged and it continued to operate as a charitable company limited by guarantee without share capital. At 30 September 2017 there were seven members.

33 The Trustees, who are also directors for the purpose of company law, and who served during the year were:

PGRA Boorman

S G Rayment

A Law

C Glen

K L Barnes

M F Keith

V A Lindstrom

None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to major risks.

#### **Objectives and Activities**

The charity's objectives are, "To advance public education within science, technology and the environment for young people of statutory school age in the East London Boroughs and surrounding areas".

#### Activities, achievements and performance

SETPOINT London East is a charitable organisation working with schools to promote interest and achievement in the areas of Science Technology Engineering and Maths (STEM). Its activities are organised as two separate areas:

- In-house Soanes Centre workshops
- Outreach STEM workshops

Soanes Centre workshops:

The in-house programme of workshops uses the classroom facilities of our base at the Soanes Centre and the surrounding areas of Tower Hamlets Cemetery Park. Schools are offered a wide range of Science & Technology workshops, the majority of which exploit the unique natural resources of the park. Until July 2012 Tower Hamlets schools were not charged for workshops. In a change to the arrangements with Tower Hamlets Council, from September 2012 Tower Hamlets schools were charged a reduced rate for the workshops. The reduction to the normal workshop charges takes account of the in-kind support we receive from Tower Hamlets

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 30 SEPTEMBER 2017

Council through the rent free use of the Soanes Centre. This has resulted in slightly lower numbers of workshops taught since then, with a 18.75% drop being the lowest compared to the highest ever of 336 workshops taught in 2011-2012.

During the year 7,040 children were taught at the centre (in 276 workshops), mostly from primary schools (of which 68.5 % schools came from Tower Hamlets); this compared with 7,073 in 273 workshops for 2015-16. (Detailed records are kept at the centre). At the beginning of 2016 our workshop evaluation forms were redesigned to encourage teachers to assess the differences that our workshops make to pupil outcomes. This feedback continues to give us confidence that we are meeting our aims as illustrated by the following comments:" They were engaged, and being outside the classroom made science more fun", "They are definitely more confident", "Children got engaged and excited to learn".

#### Outreach STEM workshops:

To cover the cost of delivery, charges were made for most of these workshops, the exception being those that are funded by other organisations. The level of demand is small and has varied during the academic year with a slow start up at the beginning of the year and more activity in the summer term.

During the year 460 children participated in 16 Science Technology and Maths workshops and events. This is a slight fall in comparison with 2015 – 2016. For schools the focus has moved with an increased emphasis on Science rather than Design and Technology. Further work will be needed to review and refresh the portfolio of outreach workshops offered.

#### **Financial Review**

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, Performance against budget:

Performance against budget was better than expected but the income for the year was £35,183 compared with £41,280 for 2015 - 2016 due to a fall in charitable funding. The budget set for 2016 - 2017 took account of this and our reserves have been used to cover the shortfall. However, although we received a grant of £1,500 from the Worshipful Company of Innholders for which we are extremely thankful, the need to secure additional funding will be a priority for 2017 - 2018. The trustees have been made aware of this and have completed a review of grant making organization and additional sources of income.

#### Financial outlook:

For the outreach workshop programme the flexible employment arrangements that are in place for workshop leaders allows us a significant degree of cost control. However the volume of work is fairly small and makes only a small contribution to our overheads. The possibility of expanding this programme to enable a larger contribution to overheads is in hand.

For the in-house programme, we now charge all schools for workshops. The charges are set at what is thought to be an acceptable level for schools but this does only cover about 35% of the workshop costs and reliance on a proportion of funding from grants will continue to be needed.

For the charity to continue its operation and meet its objectives it will be essential to secure additional funding and additional sources of income. We can no longer rely on our reserves to cover any short fall during 2017 – 2018.

#### **Reserves Policy**

The reserves policy as agreed by the board continues to operate unchanged. A reserve of funds for one year of operation should be maintained. This reserve fund was £20,236 (balance in the reserve bank account) at the year end.

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 30 SEPTEMBER 2017

#### Trustees' responsibilities statement

The Trustees (who are also directors of Setpoint London East for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. 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 the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- · robserve the methods and principles of the Charities SORP;
- , make judgments and accounting 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 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.

In preparing this report, the trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 194 Mach 2018 and signed on their behalf by:

P Boorman Trustee

(A company limited by guarantee)

#### INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2017

#### Independent Examiner's Report to the Trustees of Setpoint London East (the 'company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 30 September 2017.

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

#### Responsibilities and Basis of Report

As the Trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent Examiner's Statement**

I have completed my examination. I can confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act;
   or
- 2. the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Signed: Numar Usa Dated: 19 March 2018

Jennifer Pope ACA

Nyman Libson Paul Chartered Accountants Regina House 124 Finchley Road London NW3 5JS

## STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30 SEPTEMBER 2017

		Restricted funds 2017	Unrestricted funds 2017	Total funds 2017	Total funds 2016
	Note	£	£	£	£
INCOME FROM:					
Investments Charitable activities	2 3	- 1,500	19 33,664	19 35,164	98 41,182
- TOTAL INCOME		1,500	33,683	35,183	41,280
EXPENDITURE ON:					
Charitable activities	4,5	1,500	52,820	54,320	55,098
TOTAL EXPENDITURE		1,500	52,820	54,320	55,098
NET EXPENDITURE AND MOVEMENT IN FUNDS		-	(19,137)	(19,137)	(13,818)
RECONCILIATION OF FUNDS: Total funds brought forward		-	46,193	46,193	60,011
TOTAL FUNDS CARRIED FORWARD		•	27,056	27,056	46,193

• The notes on pages 8 to 17 form part of these financial statements.

(A company limited by guarantee) REGISTERED NUMBER: 03441632

### STATEMENT OF FINANCIAL POSITION AS AT 30 SEPTEMBER 2017

			2017		2016
·	Note	£	£	£	£
FIXED ASSETS					
Tangible assets	8.		2,386		3,182
CURRENT ASSETS					
Debtors	9	5,401		3,369	
Cash at bank and in hand		21,144		44,400	
	•	26,545	•	47,769	
<b>CREDITORS:</b> amounts falling due within one year	10	(1,875)		(4,758)	
NET CURRENT ASSETS	-		24,670		43,011
NET ASSETS		•	27,056		46,193
CHARITY FUNDS		. :			
Unrestricted funds	12		27,056		46,193
TOTAL FUNDS		•	27,056		46,193
		=			

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved and authorised for issue by the Trustees on 19 march 2018 and signed on their behalf, by:

P Boorman /

V Lindström

The notes on pages 8 to 17 form part of these financial statements.

(A company limited by guarantoc)

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2017

#### 1. ACCOUNTING POLICIES

#### 1.1 Company status

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

#### 1.2 Basis of preparation of financial statements

The financial statements have been prepared in accordance 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Setpoint London East meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

#### 1.3 Going concern

The trustees have reviewed the circumstances of the charity, and consider that adequate resources continue to be available to fund the activities of the charity for the foreseeable future. The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### 1.4 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 company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

#### 1.5 Incoming resources

Grants, donations and other income are credited to the profit and loss account for the accounting period to which they relate, or in which the donor intends them to be utilised. Income received in advance of the accounting period to which it relates is carried forward as a creditor of the company until it is due to be credited to the profit and loss.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2017

#### 1. ACCOUNTING POLICIES (continued)

#### 1.6 Resources expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Charitable activities and Governance costs are costs incurred on the company's educational operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

#### 1.7 Tangible fixed assets and depreciation

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Plant & machinery
Office equipment
Computer equipment

25% written down value

25% written down value 25% written down value

#### 1.8 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

#### 1.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### 1.10 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2017

#### 1. ACCOUNTING POLICIES (continued)

#### 1.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation.

#### 1.12 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

#### 1.13 Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

There are no critical accounting estimates and assumptions affecting the charity.

#### 2. INVESTMENT INCOME

	Restricted funds 2017 £	Unrestricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
Investment income	-	19	19	98.
Total 2016		98	98	·

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2017

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•	Restricted funds 2017 £	Unrestricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
External workshops Internal workshops Other (classroom hire, cost re- impursements)	- 1,500 -	2,140 25,565 5,959	2,140 27,065 5,959	4,475 21,969 3,938
imbursements) Ernest Cook Trust East End Community Foundation	- - -	- - -		10,000 800
	1,500	33,664	35,164	41,182
Total 2016	10,800	30,382	41,182	

#### 4. TOTAL RESOURCES EXPENDED

	Unrestricted	Restricted .	Total	Total
	funds -	funds	2017	2016
	£	£	£	£
Fees, materials and consumables	18,064	-	18,064	18,384
Centre management	989		989	721
Premises maintenance	4,057	-	4,057	4,153
Light, heat and power	1,591	-	1,591	1,518
Printing, postage and stationery	959	-	959	1,525
Telephone	969	-	969	965
Insurance	1,877	-	1,877	2,707
Publicity	92	-	92	636
Travel and subsistence	753	-	753	789
Equipment repairs	367	-	367	100
Bank charges	55	•	55	30
Sundry expenses	219	-	219	53
Depreciation	796	.=	796	1,061
Staff training	491	•	491	, <b>-</b>
Wages and salaries	20,461	-	20,461	20,356
Allocation of costs against restricted funds	(1;500)	1,500	~	-
	50,240	1,500	51,740	52,998
At 30 September 2016	42,198	10,800	52,998	
	<del></del>			

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2017

#### 5. GOVERNANCE COSTS

	Restricted	Unrestricted	Total	Total
	funds	funds	funds	funds
	2017	2017	2017	2016
	£	£	£	£
Governance costs	<u>-</u>	2,580	2,580	2,100

Governance costs includes payments to the accountants of £2,580 (2016: £2,100).

#### 6. TRUSTEES' BENEFITS: ADVANCES, CREDIT AND GUARANTEES

None of the trustees (or any persons connected with them) received any remuneration during the year.

#### 7. STAFF COSTS

Staff costs were as follows:

	2017	2016
	£	£
Wages and salaries	20,461	20,356
· · · · · · · · · · · · · · · · · · ·		

The average number of persons employed by the company during the year was as follows:

	2017	2016
	No.	No.
Workshop leader	1	1

No employee received remuneration amounting to more than £60,000 in either year.

#### **Key Management Compensation**

The trustees are considered to be the key management personnel of the charity. The trustees received no remuneration or other short term benefits during the year.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2017

#### 8. TANGIBLE FIXED ASSETS

	Plant & machinery £	Office equipment £	Computer equipment £	Total £
Cost				
At 1 October 2016 and 30 September 2017	9,921	7,545	25,182	42,648
Depreciation				
At 1 October 2016	9,674	6,630	23,162	39,466
Charge for the year	62	229	505	796
At 30 September 2017	9,736	6,859	23,667	40,262
Net book value	•		· ·	
At 30 September 2017	185	686	1,515	2,386
At 30 September 2016	247	915	2,020	3,182

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2017

9.	DEBTORS		
		2017 £	2016 £
	Trade debtors	5,401	3,369
•			
10.	CREDITORS: Amounts falling due within one year		
		2017	2016
		£	£
	Other creditors	28	2,911
	Accruals	1,847	1,847
,:		1,875	4,758
F-7			
11,.	FINANCIAL INSTRUMENTS		
		2017	2016
	•	£	£
£.	Financial assets measured at amortised cost	5,401	3,369
	•		
وه و ميم	Financial liabilities measured at amortised cost	28	2,911
		<del></del>	

Financial assets measured at amortised cost comprise of trade debtors.

Financial liabilities measured at amortised cost comprise of trade creditors.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2017

#### 12. STATEMENT OF FUNDS

#### **STATEMENT OF FUNDS - CURRENT YEAR**

	Balance at 1 October 2016 £	Income £	Expenditure £	Balance at 30 September 2017 £
Unrestricted funds				
General Funds	46,193	33,683	(52,820)	27,056
Restricted funds				
Restricted Funds - all funds		1,500	(1,500)	· ·
Total of funds	46,193	35,183	(54,320)	27,056
STATEMENT OF FUNDS - PRIOR YEAR				
4. 6.	Balance at 1 October 2015 £	Income £	Expenditure £	Balance at 30 September 2016 £
Unrestricted funds				
General Funds	60,011	30,480	(44,298)	46,193
	60,011	30,480	(44,298)	46,193
Restricted funds				
Restricted funds - all funds .	-	10,800	(10,800)	-
•	-	10,800	(10,800)	-
•	· ,			
Total of funds,	60,011	41,280	(55,098)	46,193

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2017

#### **SUMMARY OF FUNDS - CURRENT YEAR**

	Balance at 1 October 2016 £	Income £	Expenditure £	Balance at 30 September 2017 £
General funds Restricted funds	46,193 -	33,683 1,500	(52,820) (1,500)	27,056 -
	46,193	35,183	(54,320)	27,056
SUMMARY OF FUNDS - PRIOR YEAR				
; .	Balance at 1 October 2015 £	Income £	Expenditure £	Balance at 30 September 2016
General funds Restricted funds	60,011 -	30,480 10,800	(44,298) (10,800)	46,193 -
; ;	60,011	41,280	(55,098)	46,193

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2017

#### 13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

#### **ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR**

	Restricted funds 2017 £	Unrestricted funds 2017 £	Total funds 2017 £
Tangible fixed assets	-	2,386	2,386
Current assets	-	26,545	26,545
Creditors due within one year	-	(1,875)	(1,875)
	-	27,056	27,056
. ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR			
	Restricted	Unrestricted	Total
ı	funds	funds	funds
$\epsilon$	2016	2016	2016
	£	£	£
Tangible fixed assets	-	3,182	3,182
Current assets		47,769	47,769
Creditors due within one year	-	(4,758)	(4,758)
a.	-	46,193	46,193