

REGISTRAR

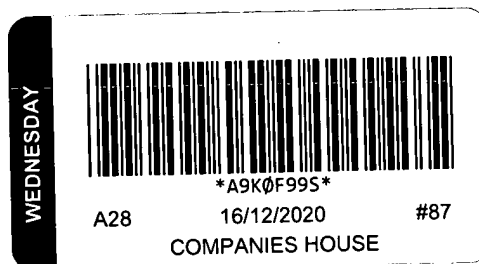
Registered number: 04279401
Charity number: 1092047

COMMUNITY ACTION: MK
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2020



COMMUNITY ACTION: MK
(A company limited by guarantee)

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COMMUNITY ACTION: MK
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2020**

Trustees

G A Yafai (resigned 23 January 2020)
S Ewedemi
J M Harrison (appointed 25 June 2019)
J A Dawes
R F Kitchen
D Conway
D L Webber

Company registered number

04279401

Charity registered number

1092047

Registered office

Acorn House, 351 Midsummer Boulevard, Milton Keynes, Buckinghamshire, MK9 3HP

Company secretary

C Walton

Independent examiners

MHA MacIntyre Hudson, Moorgate House, 201 Silbury Boulevard, Milton Keynes, Buckinghamshire, MK9 1LZ

Bankers

Natwest Bank PLC, 501 Silbury Boulevard, Saxon Gate East, Milton Keynes, MK9 3ER

COMMUNITY ACTION: MK
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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020

The trustees present their annual report together with the financial statements of the Company for the year ended 31 March 2020. The trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company'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) as amended by Update Bulletin 1 (effective 1 January 2015).

Since the Company qualifies as small under Section 383 of the Companies Act 2006, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

GOING CONCERN

The impact of the Covid-19 pandemic is discussed in detail as a part of this report. The financial statements have been prepared on a going concern basis. The staff and trustees of Community Action: MK developed a new Five Year Plan and associated business plan in late 2018. The trustees are of the view that on the basis of these plans the charity is a going concern.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity is a company limited by guarantee and was incorporated on 31 August 2001. It is governed by its Memorandum and Articles of Association.

The directors, as defined by the Memorandum and Articles, act as directors of the company and, as the organisation is a registered charity, act also as its charitable trustees.

The trustees at 31 March 2020 are listed on page 1.

Recruitment and Appointment of the board of trustees

The trustees are elected annually by the members of the charity attending the Annual General Meeting and serve for an initial period of three years. A further three year term may be served. Trustees must be nominated from member organisations.

A limited number of additional trustees may also be co-opted onto the Trustee Board. Trustees meet four times a year. An executive sub-committee, comprising the Chair, Vice Chair and Treasurer meet with senior staff bimonthly. From time to time, the board delegates discrete pieces of work to Task Groups, membership of which comprises of at least two trustees plus other appropriate members.

Trustee Induction and Training

New trustees receive both a verbal and written induction. The Trustee Handbook is regularly updated to ensure that the information is accurate and reflects current practice. Trustees are asked to complete a skills audit and skill gaps across the board are discussed and additional trustees are co-opted to meet agreed needs. The Chair is provided with membership to the Association of Chairs which offers a range of support and training opportunities.

COMMUNITY ACTION: MK
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2020

Risk Management

The trustees continue to monitor the major risks which the charity faces in relation to external factors and relationships, its governance and management, its internal operations and its business. There is an annual formal review of risk alongside agreed processes and procedures designed to provide reasonable, but not absolute assurance against material misstatement or loss. They include:

- A Five year Strategic Framework and annual budget approved by the trustees.
- Regular consideration by the trustees of financial results, variance from budgets and performance against the annual plan.
- Delegation of authority and separation of duties

Internal financial controls conform to guidelines issued by the Charity Commission.

Subsidiaries

The Charity is the guarantor for Community Action: Development Services CIC and acts as the asset locked body for the CIC. The Company is currently dormant, however the objects of the Company are to carry on activities which benefit the community and in particular (without limitation) the residents of Milton Keynes by developing and sustaining community activity.

When active, the company is governed through a board of Directors (two of which are Trustees of the Charity) and reports progress to the Charity's Board of Trustees at each meeting.

OBJECTIVES AND ACTIVITIES

The charitable company's objects and principal activities are to:

- Promote any charitable purposes for the benefit of the public, principally but not exclusively in the local government area of Milton Keynes and its environs and, in particular, build the capacity of third sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose.
- Promote, organise and facilitate co-operation and partnership working between the voluntary and community sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

Our Vision is of a Good Society, composed of sustainable and resilient communities where people have opportunities to be active and engaged, and are supported by a healthy and thriving Voluntary and Community Sector.

Our Mission is to educate, empower and enable people and groups to champion the change they wish to see in their communities. Community Action: MK will provide the very best support and give a voice to the Voluntary and Community Sector.

At Community Action: MK we believe:

That Voluntary and Community action is at the heart of a good society. That a Good Society promotes fairness and social justice and people are enabled to take action for positive change. That the voluntary and community sector plays a vital role in creating and facilitating opportunities for participation, action and decision making in local communities. That the Good Society creates a sense of community where people volunteer for the causes and organisations which are close to their hearts, minds and values.

COMMUNITY ACTION: MK
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2020

PUBLIC BENEFIT

Community Action: MK aims to provide public benefit by advancing community development through its support of community and voluntary organisations in Milton Keynes. We do this by providing information, advice and training to those organisations, and by working strategically and operationally to promote and support effective community involvement.

Our trustees and staff work together to draw up our strategic plan from which priorities are set and specific work plans devised. Throughout this process the trustees have regard to the Charity Commission's guidance on public benefit and ensure that our services meet those criteria. Our achievements and performance in the reporting period provide evidence of our impact for public benefit.

ACHIEVEMENTS AND PERFORMANCE

Our aim is to support charities and community groups in Milton Keynes to be skilled, knowledgeable and well run in order to achieve their aims and support their beneficiaries. This has been particularly challenging as we have little core funding to undertake these functions. However we have shaped our work so we are able to continue to provide infrastructure support.

Over the year we have provided the following support:

Support & Development:

- Received 334 SDV queries; 71 queries from individuals (either interested in volunteering, or requesting support with starting new or progressing/developing existing groups and projects), 263 queries from groups/organisations relating to a range of areas: (Volunteering recruitment, Corporate Volunteering, Funding Advice, Legal Advice, General Development, Governance, Training, Venues, Signposting to Services and Comms).
- Organised 51 1-2-1 meetings (in person)
- Provided tailored funding advice to 12 organisations that requested funding search

These queries have been received through a number of channels, including by email, telephone, by people popping into Acorn House to speak to us (or being referred to us by MKCF or CAB), through the specific projects, our events and through our website, and social media. Through our group triage approach, these queries have often spanned across a number of interactions, including emails, telephone calls and meetings: one query would often lead to numerous pieces of information, advice and signposting being offered by our team.

We have provided opportunities for groups to network with each other and to share the diverse range of interests and needs in Milton Keynes. We organised 4 networking events (including our AGM and the 40th Birthday Celebrations) and six training/other events.

COMMUNITY ACTION: MK
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2020

Volunteering

We also support volunteering within Milton Keynes, principally by managing a Volunteer Brokerage Service for Milton Keynes. Through our Volunteering Service we work with local charities and community groups to help them recruit volunteers for their organisations. This is a service we are seeking to develop and are looking for funding to do so. We also work with members of the public giving them information, advice and guidance on volunteering opportunities and help them choose the right role. We continue to offer 1:1 appointments and run a weekly drop-in session.

Our Volunteering Recruitment Platform, Simply Connect recorded:

- 53 Number of New Organisations advertising their volunteering roles
- 70 Number of New Opportunities
- 393 New volunteers

We run 48 volunteering drop-ins at Acorn House and one at Works For Us (these were scheduled to happen regularly, but had to be put on hold due to Covid-19), which were attended by 119 individuals enquiring about volunteering. We also organised 5 volunteering pop-up events at various locations across Milton Keynes during the Volunteers Week in June 2019.

436 volunteers signed up to our Covid-19 Emergency Response Volunteering Programme between its launch on the 20 and 31 March 2020.

Impact of Covid 19 Pandemic

During February and March 2020 it became clear that the UK was being impacted by the Covid 19 Pandemic. During late February 2020 Community Action: MK began sharing Public Health information to groups relating to Covid-19, and preparing for remote working in the event of a lockdown. We are currently working remotely and have been since the 17 March 2020. We have moved all our services online, and renegotiated the majority of our contracts to ensure that we were able to reshape our services to provide infrastructure services and a proactive volunteering programme. The Pandemic has created financial pressures for our organisation as many previously available funds and grants have been reshaped to respond to the emergency and subsequent recovery. We are working very hard to maintain enough financial security to ensure we are able to support the sector going forward.

FINANCIAL REVIEW

Total incoming resources for the year amounted to £399,682 which is a net decrease of £321,408 on 2019. Total outgoing resources for the year amounted to £502,579, an increase of £40,297 on 2019.

By far the largest cost of the charity continues to be its staff. In 2020 the number of staff reduced from 16 to 14.

The charity showed an overall deficit of £143,192 for the year (2019 surplus £239,360). The deficit on unrestricted funds was £40,029 (2019 surplus of £11,697) and the deficit on restricted funds was £103,163 (2019 surplus £227,663). This was because a large amount of income was received for the Tariff in 2019 and was still being utilised in 2020.

COMMUNITY ACTION: MK
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2020

RESERVES POLICY

The charity's restricted reserves at 31 March 2020 stand at £724,435 (2019: £827,598), of which £634,557 (2019: £631,450) represents monies unspent on the roof tariff programme, while unrestricted reserves amount to £89,977 (2019: £130,006).

In view of the current uncertainties throughout the sector as a whole regarding future funding availability, we have retained a separate designated exit contingency reserve of £74,110 (2019: £83,666) which was set up in 2011. This represents an estimated 3 months running costs which would be incurred during an orderly wind-down of the charity's operations. In 2019 it was agreed to set up a Strategic Business Development reserve in order to have funds available for developing the future strategies necessary under the current uncertainties. This reserve is valued at £15,000. Free unrestricted reserves therefore stand at £867 (2019: £46,340) and are held to provide the charity with sufficient working capital to enable it to meet its day-to-day requirements.

Restricted funds are held to be spent in the future in accordance with the wishes and requirements of the fund providers.

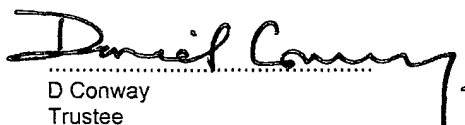
INVESTMENT POLICY

Under its constitution, the charity has the power to make any investment that the trustees see fit. The total investment return generated was £13,676 (2019: £10,289) with investment management fees of £7,314 (2019: £9,324).

PLANS FOR FUTURE PERIODS

In such a turbulent landscape with so many unknowns it is difficult to plan even 12 months ahead with any certainty. However we need a framework to guide us and ensure we make decisions which ensure we are doing all we have set out to achieve. The 'Five Year Plan 2019-2023' provides us with a clear statement of our values and ethos, the outcomes we expect to see as a result of the activity we undertake and the quality standards that we aspire to. Whilst some of the activity will need to adapt to the conditions created by the Covid 19 pandemic the core areas of work: Mobilising Communities, Strengthening Groups and Influencing Decision Making still remain true. This will act as a steer for deciding where to invest our energy, expertise and resources.

This report was approved by the Trustees, on 20/12/20 and signed on their behalf by:


D Conway
Trustee

COMMUNITY ACTION: MK
(A company limited by guarantee)

TRUSTEES' RESPONSIBILITIES STATEMENT
FOR THE YEAR ENDED 31 MARCH 2020

The Trustees (who are also directors of Community Action: MK 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;
- observe the methods and principles of the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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.

COMMUNITY ACTION: MK
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INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2020

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF COMMUNITY ACTION: MK (the 'Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 March 2020.

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

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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:

1. 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
3. 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 order to enable a proper understanding of the accounts to be reached.

COMMUNITY ACTION: MK
(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2020

Signed:



Dated:

9/12/2020

Robert John Butler ACA
(Senior Statutory Auditor)

MHA MACINTYRE HUDSON

Chartered Accountants

Moorgate House
201 Silbury Boulevard
Milton Keynes
Buckinghamshire
MK9 1LZ

COMMUNITY ACTION: MK
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2020**

	Note	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
INCOME FROM:					
Donations and legacies	2	1,032	383,915	384,947	710,516
Investment income	3	14,735	-	14,735	10,574
TOTAL INCOME		15,767	383,915	399,682	721,090
EXPENDITURE ON:					
Charitable activities:					
Direct costs	4	7,314	410,198	417,512	385,094
Support costs	5	80,128	-	80,128	72,045
Governance	6	4,939	-	4,939	5,143
TOTAL EXPENDITURE		92,381	410,198	502,579	462,282
NET INCOME / (EXPENDITURE) BEFORE TRANSFERS					
Transfers between funds	19	(76,614) 76,880	(26,283) (76,880)	(102,897) -	258,808 -
NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES					
		266	(103,163)	(102,897)	258,808
Other recognised losses		(40,295)	-	(40,295)	(19,448)
NET MOVEMENT IN FUNDS		(40,029)	(103,163)	(143,192)	239,360
RECONCILIATION OF FUNDS:					
Total funds brought forward	19	130,006	827,598	957,604	718,244
TOTAL FUNDS CARRIED FORWARD		89,977	724,435	814,412	957,604

The notes on pages 13 to 32 form part of these financial statements.

COMMUNITY ACTION: MK
(A company limited by guarantee)
REGISTERED NUMBER: 04279401

BALANCE SHEET
AS AT 31 MARCH 2020

	Note	£	2020 £	£	2019 £
FIXED ASSETS					
Tangible assets	11		182		847
Investments	12		661,395		625,328
			<u>661,577</u>		<u>626,175</u>
CURRENT ASSETS					
Debtors	13	57,213		28,801	
Cash at bank and in hand	14	169,447		317,312	
		<u>226,660</u>		<u>346,113</u>	
CREDITORS: amounts falling due within one year	15	(73,732)		(14,157)	
NET CURRENT ASSETS			<u>152,928</u>		<u>331,956</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>814,505</u>		<u>958,131</u>
CREDITORS: amounts falling due after more than one year	16		(93)		(527)
NET ASSETS			<u>814,412</u>		<u>957,604</u>
CHARITY FUNDS					
Restricted funds	19		724,435		827,598
Unrestricted funds	19		89,977		130,006
TOTAL FUNDS			<u>814,412</u>		<u>957,604</u>

COMMUNITY ACTION: MK
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BALANCE SHEET (continued)
AS AT 31 MARCH 2020

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 ~~02-12-2020~~ and signed on their behalf, by:


.....
D Conway (Trustee)

The notes on pages 13 to 32 form part of these financial statements.

COMMUNITY ACTION: MK
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES

1.1 General Information

The charity is a private company (registered number: 04279401) and registered charity (registered number 1092047), limited by guarantee, in England and Wales. The address of its registered office is Acorn House, 351 Midsummer Boulevard, Milton Keynes, MK9 3HP.

The principal activity is to provide public benefit by advancing community development through its support of community and voluntary organisations in Milton Keynes. This is done by providing information, advice and training to organisations and by working strategically and operationally to promote and support effective community involvement.

The financial statements are presented in Sterling, which is also the functional currency 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.

Community Action: MK 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 financial statements have been prepared on a going concern basis.

In response to the COVID-19 pandemic, the Trustees have performed a robust analysis of forecast future cash flows taking into account the potential impact on the charity of possible future scenarios arising from the impact of COVID-19. This analysis also considers the effectiveness of available measures to assist in mitigating the impact.

Based on these assessments and having regard to the resources available to the charity, the trustees have concluded that there is no material uncertainty arising from the COVID-19 pandemic and that they can continue to adopt the going concern basis in preparing the annual report and accounts.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES (continued)

1.4 Income

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the Company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the Company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the Company, or the Company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the Company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the Company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the Company which is the amount the Company would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

1.5 Expenditure

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.

Support costs are those costs incurred directly in support of expenditure on the objects of the Company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the Company and compliance with constitutional and statutory requirements.

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

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES (continued)

1.6 Tangible fixed assets and depreciation

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

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:

Leasehold improvements	-	16.66% - 33% Straight line
Office equipment	-	16.66% - 50% Straight line

1.7 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of financial activities incorporating income and expenditure account.

1.8 Interest receivable

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

1.9 Leasing and hire purchase

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets. Assets acquired by finance lease are depreciated over the shorter of the lease term and their useful lives. Assets acquired by hire purchase are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the Company. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the Statement of financial activities incorporating income and expenditure account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

1.10 Operating leases

Rentals under operating leases are charged to the Statement of financial activities incorporating income and expenditure account on a straight line basis over the lease term.

1.11 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.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES (continued)

1.12 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.

1.13 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. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.14 Financial instruments

The Company 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.15 Pensions

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

1.16 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.

COMMUNITY ACTION: MK
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

2. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
MK Futures	-	-	-	10,000
Roof Tariff Funds	-	150,000	150,000	250,000
SDV General	-	752	752	1,000
Big Local Conniburrow	-	58,767	58,767	126,405
Local People	-	15,694	15,694	13,336
Manage My Money	-	-	-	9,865
Section 106	-	-	-	27,501
Peoples Health Trust	-	31,087	31,087	93,941
Unrestricted Funding	1,032	-	1,032	2,364
Section 106 SDV	-	36,559	36,559	32,604
SDV Capacity Building	-	56,725	56,725	30,000
Governance	-	-	-	9,135
Infrastructure Outreach Work Section 106	-	-	-	38,971
Peddalling Culture	-	2,095	2,095	23,435
MK Mental Health	-	-	-	2,500
CMK Town Council	-	10,278	10,278	3,426
Driverless Cars	-	-	-	14,337
Inclusive Grant Research	-	-	-	4,994
Blue Light Hub	-	-	-	6,795
Building Connections	-	-	-	9,907
Simpson & Ashland	-	4,783	4,783	-
HFE18	-	5,500	5,500	-
Vagabond Independant Cinema	-	1,260	1,260	-
MacMillan Research Project	-	8,953	8,953	-
Community Display Workshop	-	1,462	1,462	-
Total donations and legacies	1,032	383,915	384,947	710,516
Total 2019	2,364	708,152	710,516	

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

3. INVESTMENT INCOME

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Investment dividend income	13,676	-	13,676	10,289
Bank interest income receivable	1,059	-	1,059	285
	<u>14,735</u>	<u>-</u>	<u>14,735</u>	<u>10,574</u>
Total 2019	<u>10,574</u>	<u>-</u>	<u>10,574</u>	

4. DIRECT COSTS

	Restricted costs £	Unrestricted costs £	Total 2020 £	Total 2019 £
Grant expenditure	89,103	-	89,103	67,951
Investment management fees	-	7,314	7,314	9,324
Staff salaries	321,095	-	321,095	307,819
	<u>410,198</u>	<u>7,314</u>	<u>417,512</u>	<u>385,094</u>
Total 2019	<u>374,225</u>	<u>10,869</u>	<u>385,094</u>	

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

5. SUPPORT COSTS

	Governance	Unrestricted costs	Total 2020	Total 2019
	£	£	£	£
Legal & professional	-	2,540	2,540	1,493
Staff salaries	-	40,092	40,092	23,475
Rent, rates and service charges	-	11,726	11,726	11,760
Communication & IT	-	11,101	11,101	10,322
Training & marketing	-	3,323	3,323	2,521
Bank charges & interest	-	653	653	890
Depreciation	-	665	665	816
Other expenses	-	3,697	3,697	2,590
Other repairs & maintenance	-	334	334	178
Other outgoing resources	-	5,997	5,997	5,965
Contribution from CIC	-	-	-	12,035
Governance	4,939	-	4,939	5,143
	4,939	80,128	85,067	77,188
Total 2019	5,143	72,045	77,188	

6. GOVERNANCE COSTS

	Unrestricted funds 2020	Restricted funds 2020	Total funds 2020	Total funds 2019
	£	£	£	£
Independent examination fee & AGM costs	4,939	-	4,939	5,143

7. NET INCOME/(EXPENDITURE)

This is stated after charging:

	2020	2019
	£	£
Depreciation of tangible fixed assets: - owned by the charity	665	816

During the year, no Trustees received any remuneration (2019 - £nil).

During the year, no Trustees received any benefits in kind (2019 - £NIL).

During the year, 1 Trustee received reimbursement of expenses in relation to travel costs to a meeting amounting to £25 (2019 - £Nil).

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

8. INDEPENDENT EXAMINERS' REMUNERATION

The Independent Examiner's remuneration amounts to an Independent Examination fee of £2,500 (2019 - £2,500).

9. STAFF COSTS

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

	2020	2019
	No.	No.
Employee numbers	14	16

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

Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing, and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £43,622 (2019: £40,000).

Wages Costs

	2020	2019
	£	£
Wages and salaries	326,896	309,615
Social security costs	25,049	16,342
Employer contributions to pension plans	9,242	5,337
Total	361,187	331,294

10. TRANSFERS BETWEEN FUNDS

The funds transfer relates to transfers of resources between various restricted funds and allocation of costs between unrestricted funds and restricted funds, both in accordance with the wishes and requests of the relevant grant providers.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

11. TANGIBLE FIXED ASSETS

	Leasehold improvements £	Office equipment £	Total £
Cost			
At 1 April 2019 and 31 March 2020	26,178	67,464	93,642
Depreciation			
At 1 April 2019	26,178	66,617	92,795
Charge for the year	-	665	665
At 31 March 2020	26,178	67,282	93,460
Net book value			
At 31 March 2020	-	182	182
At 31 March 2019	-	847	847

12. FIXED ASSET INVESTMENTS

	Unlisted securities £
Market value	
At 1 April 2019	625,328
Additions	802,672
Disposals	(695,329)
Unrealised losses	(71,276)
At 31 March 2020	661,395

Investments at market value comprise:

	2020 £	2019 £
Unlisted investments	661,395	625,328

All the fixed asset investments are held in the UK

Valuation

All investments above are held at valuation.

Community Action: MK has a 100% interest in Community Action Development Services CIC, a company limited by guarantee.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

13. DEBTORS

	2020	2019
	£	£
Trade debtors	53,262	21,960
Amounts owed by group undertakings	2,723	2,723
Other debtors	143	-
Prepayments and accrued income	1,085	4,118
	<u>57,213</u>	<u>28,801</u>

14. Cash at bank and in hand

	2020	2019
	£	£
Cash and cash equivalents	<u>169,447</u>	<u>317,312</u>

15. CREDITORS: Amounts falling due within one year

	2020	2019
	£	£
Net obligations under hire purchase contracts	421	421
Trade creditors	516	4,100
Other taxation and social security	12,053	6,256
Other creditors	2,242	1,060
Accruals and deferred income	58,500	2,320
	<u>73,732</u>	<u>14,157</u>

Hire purchase contracts are secured on the assets to which they relate.

Deferred income

Deferred income at 1 April 2019	-
Resources deferred during the year	56,000
Amounts released from previous years	-
Deferred income at 31 March 2020	<u>56,000</u>

Income which has been received during the financial year which relates to after the year end date of 31 March 2020 has been recognised on the balance sheet as deferred income.

COMMUNITY ACTION: MK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

16. CREDITORS: Amounts falling due after more than one year

	2020	2019
	£	£
Net obligations under hire purchase contracts	93	527

Obligations under hire purchase contracts, included above, are payable as follows:

	2020	2019
	£	£
Between one and five years	93	527

Hire purchase contracts are secured on the assets to which they relate.

17. FINANCIAL INSTRUMENTS

All financial instruments are held at amortised cost.

18. LIMITED BY GUARANTEE

Community Action: MK is a company limited by guarantee. The liability of each member is limited to contributing £10 to the assets of the company in the event of it being wound up, while a member, or within one year after ceasing to be a member.

COMMUNITY ACTION: MK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

19. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2020 £
Unrestricted funds						
Strategic Development	-	-	-	15,000	-	15,000
Exit Strategy	83,666	-	-	(9,556)	-	74,110
General funds	46,340	15,767	(92,381)	71,436	(40,295)	867
	<u>130,006</u>	<u>15,767</u>	<u>(92,381)</u>	<u>76,880</u>	<u>(40,295)</u>	<u>89,977</u>

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

19. STATEMENT OF FUNDS (continued)

Restricted funds

Roof Tariff Funds	631,450	150,000	(73,791)	(73,102)	-	634,557
SDV General	48,909	752	5,969	(4,382)	-	51,248
Peoples Health Trust	24,398	31,087	(55,485)	-	-	-
Big Local Conniburrow	15,208	58,767	(62,767)	-	-	11,208
Local People	19,605	15,694	(29,307)	-	-	5,992
Community Action						
Platform for Energy	(24)	-	-	24	-	-
Section 106 SDV	27,501	36,559	(40,291)	(5,103)	-	18,666
SDV Capacity Building	16,197	56,725	(72,922)	-	-	-
Simpson & Ashland	(79)	4,783	(4,266)	-	-	438
MK Futures	7,900	-	-	(7,900)	-	-
Governance	914	-	-	(914)	-	-
MK Smart	1,240	-	-	(1,240)	-	-
Manage My Money	1,971	-	-	(1,971)	-	-
Peddalling Culture	3,091	2,095	(5,186)	-	-	-
MK Mental Health	175	-	-	(175)	-	-
WFU	(9,465)	-	-	9,465	-	-
Infrastructure Outreach						
Work Section 106	38,971	-	(29,049)	-	-	9,922
CMK Town Council	3,426	10,278	(13,704)	-	-	-
Driverless Cars	2,233	-	-	(2,233)	-	-
Blue Light Hub	1,919	-	-	(1,919)	-	-
Building Connections	8,208	-	-	(8,208)	-	-
Inclusive grant research	1,104	-	-	(1,104)	-	-
Homelessness						
Partnership	(3,578)	-	-	3,578	-	-
Research Grant MKC	(13,676)	-	(4,628)	18,304	-	-
Covid-19	-	-	(10,784)	-	-	(10,784)
HFE18	-	5,500	(5,500)	-	-	-
Vagabond Independent						
Cinema	-	1,260	(1,530)	-	-	(270)
MacMilan Research						
Project	-	8,953	(6,957)	-	-	1,996
Community Display						
Workshop	-	1,462	-	-	-	1,462
	<u>827,598</u>	<u>383,915</u>	<u>(410,198)</u>	<u>(76,880)</u>	<u>-</u>	<u>724,435</u>
Total of funds	<u>957,604</u>	<u>399,682</u>	<u>(502,579)</u>	<u>-</u>	<u>(40,295)</u>	<u>814,412</u>

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

19. STATEMENT OF FUNDS (continued)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 April 2018 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2019 £
General funds						
Exit Strategy	100,516	-	-	(16,850)	-	83,666
General funds	17,793	12,938	(1,135)	36,192	(19,448)	46,340
	<u>118,309</u>	<u>12,938</u>	<u>(1,135)</u>	<u>19,342</u>	<u>(19,448)</u>	<u>130,006</u>
Restricted funds						
Section 106	57,345	27,501	(35,867)	(48,979)	-	-
Roof Tariff Funds	439,636	250,000	(58,186)	-	-	631,450
SDV General	33,873	1,000	(40,046)	54,082	-	48,909
Peoples Health Trust	10,049	93,941	(79,592)	-	-	24,398
Big Local Conniburrow	9,845	126,405	(101,700)	(19,342)	-	15,208
Local People	24,290	13,336	(18,021)	-	-	19,605
Community Action						
Platform for Energy	(24)	-	-	-	-	(24)
Section 106 SDV	-	32,604	-	(5,103)	-	27,501
SDV Capacity Building	-	30,000	(13,803)	-	-	16,197
Simpson & Ashland	2,646	-	(2,725)	-	-	(79)
MK Futures	2,928	10,000	(5,028)	-	-	7,900
Governance	6,868	9,135	(15,089)	-	-	914
MK Smart	2,496	-	(1,256)	-	-	1,240
Manage My Money	11,640	9,865	(19,534)	-	-	1,971
Peddling Culture	1,358	23,435	(21,702)	-	-	3,091
MK Mental Health	6,450	2,500	(8,775)	-	-	175
WFU	(9,465)	-	-	-	-	(9,465)
Infrastructure Outreach						
Work Section 106	-	38,971	-	-	-	38,971
CMK Town Council	-	3,426	-	-	-	3,426
Driverless Cars	-	14,337	(12,104)	-	-	2,233
Blue Light Hub	-	6,795	(4,876)	-	-	1,919
Building Connections	-	9,907	(1,699)	-	-	8,208
Research Grant MKC	-	4,994	(3,890)	-	-	1,104
Homelessness						
Partnership	-	-	(3,578)	-	-	(3,578)
Research Grant MKC	-	-	(13,676)	-	-	(13,676)
	<u>599,935</u>	<u>708,152</u>	<u>(461,147)</u>	<u>(19,342)</u>	<u>-</u>	<u>827,598</u>
Total of funds	<u>718,244</u>	<u>721,090</u>	<u>(462,282)</u>	<u>-</u>	<u>(19,448)</u>	<u>957,604</u>

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

19. STATEMENT OF FUNDS (continued)

Roof Tariff Funds: To be used against the Business Plan for the VCS tariff allocation (2004), to implement the Community Development Programme within the new expansion areas.

Section 106: Contributions towards the costs of providing community and social infrastructure in areas of new housing development across the existing Milton Keynes.

People's Health Trust: Coordination and administration of the People's Health Trust's Local Conversion project. Providing funding to specific communities associated with addressing local priorities as specified by the funder.

SDV General: To assist charities and community groups, set up, choose a legal structure, find funding, monitor and evaluate their work, recruit and retain volunteers and connect with the people and opportunities that matter to them.

Local People: Funds to be used to connect with specific local communities and residents, targeted at younger people and health issues via local steering groups.

Community Action Platform for Energy: To engage communities in Milton Keynes CAPE programme by promoting community energy initiatives and ensuring the involvement of communities in the development, testing and monitoring of CAPE platforms/projects.

Big Local Conniburrow: Community Action: MK run a Community Champions programme on behalf of Big Local Conniburrow. This is focussed on supporting local residents develop the skills and experience to support community led action in Conniburrow.

Homelessness Partnership: We have played an active role in providing secretarial support to the Homelessness Partnership. The group is a partnership between Milton Keynes Council and the voluntary sector and works to address homelessness and its causes.

Simpson and Ashland: In October 2017, Simpson and Ashland Parish Council appointed Community Action: MK to undertake a piece of research to enable Parish Councillors to develop a deeper understanding of the social makeup of Simpson. This research is intended to support Parish Councillors to act with greater confidence in the allocation of resources and invest in the most appropriate services, activities and partnerships for the benefit of the local community.

A number of recommendations have been made to address the challenges in meeting the needs of local residents. Simpson and Ashland Parish Council displayed great leadership in preparing for the services the residents of Simpson will need in future. This research provides a foundation for developing the approach to how this could work, what is fundamental for a successful future is that resident participation must be at the heart of service planning as an ongoing and long-term process.

MK Futures: We worked alongside the MK Futures 2050 Programme team in order to support a diverse range of residents to connect with the six big projects that that will shape MK as we plan for the year 2050. We called for volunteers from a variety of groups, to come and learn more about the projects and represent their communities to ensure a wide range of voices were heard. The response was fantastic and we were thrilled to have interest from such a diverse range of communities. The Connector group was launched in 2017, with the long-term aim of ensuring future plans reflect the needs of all citizens in MK.

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NOTES TO THE FINANCIAL STATEMENTS
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19. STATEMENT OF FUNDS (continued)

Governance: In early 2018, thanks to funding from Milton Keynes Community Foundation, we were able to integrate a more comprehensive level of Governance support to groups. We created an online self-assessment tool based on the new voluntary Charity Code of Governance and began to work with groups to provide specific advice around areas of improvement under the seven key principles of the code.

MK Smart: Community Action: MK supports local citizens to develop their own ideas and innovations as they attempt to make their lifestyles, and those of other more sustainable.

Manage My Money: We worked with the Open University on the exciting new Managing My Money Project, recruiting volunteer Connectors interested in supporting their peers to improve their financial situations. 29 volunteers received training from the Open University around basic financial matters and simple and effective ways to save money or reduce outgoings. We also worked with Connectors to develop their skills in community engagement and support as many people in their communities as possible. Connectors spoke to 137 people, helping them make, often small, changes that could have a big positive impact on their finances and wellbeing.

MK Mental Health: A project mapping services offered by VCS organisations which impact mental health and wellbeing in children and young people in MK.

WFU: The aim is to forge closer working relationships between CA:MK and MKWFU to provide a platform for the future sustainability of both organisations.

Covid-19: The pandemic emergency has required Community Action: MK to swiftly reprofile it's programme of work in order to support groups with appropriate information and advice such as risk assessments and approaching funders. We also worked to coordinate volunteering support such as mapping of volunteer capacity, researching the need in communities with our partner agencies. We also set up 7 virtual Collaborative Action Groups covering the whole of Milton Keynes where we gather on the ground intelligence from groups and residents and feed that back to relevant stakeholders and agencies and support groups to respond to local needs.

HFE18: CA:MK was commissioned by the Open University to facilitate engagement and research sessions to provide input around potential for public displays and health tracking technology to increase physical activity within communities. Three of the workshops were focused on over 55 year olds and one on mixed age groups.

Community Display Workshop: To run workshops with older adults to engage and increase community awareness of health related activities and behaviours and develop closer community links between health researchers and local communities, empowering these communities to engage with health innovation. Due to Covid 19, work had to happen differently and the project is now completed and closed.

CMK Town Council: Our Community Mobiliser worked in specified areas in CMK to engage with local residents to understand issues and support people get involved in their community through activities such as door knocking and engagement events. Issues and concerns are being conveyed back to the Town Council. We also worked to put together a database scheduling events and activities and community and charitable groups and resources operating in CMK.

Infrastructure Support MKCF S106 Grant: The aim of the project is to increase the voluntary and community sector infrastructure support to groups operating in the specified S106 areas. The funding enabled us to employ a worker to develop our support and development services and coordinate an outreach programme to groups in these geographical areas.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

19. STATEMENT OF FUNDS (continued)

Research Grant MKC: The purpose of this paper is to set out the case for creating a "Community Action: MK endowment fund" with the aim of providing long term, sustainable and consistent infrastructure funding to support voluntary and community groups in the new expansion areas, and wider Milton Keynes. This paper is a review of the Tariff programme, including how it was set up and what it aimed to achieve, followed by a review of the current context and its impact on the new communities and wider Milton Keynes.

Vagabond Independent Cinema: CA:MK provided an infrastructure support package for the organisation and its board of trustees including support to review its organisational structure and governance to ensure it is "fit for purpose". We also provided secretarial support, advice in finance and bookkeeping and training such as making effective funding applications.

Macmillan Research Project: The research project is to help Macmillan Cancer Support to identify and understand the cancer needs of Milton Keynes growing BAME and faith communities and enable opportunities for the cancer voice from patients and families to be heard to influence health and care services. The work included desk research and face to face engagements through one to one interviews and focus groups with both patients, their families and health professionals. Phase 1 of the project which involved desk research and survey questionnaires have been completed. Phase 2 of the project on face to face engagements and open meetings is being delayed due to COVID 19.

Pedalling Culture: This is an Arts Council funded project aimed at encouraging people to use sustainable transport to travel to cultural venues in Milton Keynes. Our role was to find and work with volunteers to test cycle routes, raise awareness of the cultural offer in Milton Keynes and electric vehicles and bikes. We recruited a total of 30 volunteers to the programme and held a number of engagement events.

Driverless Cars: The funding was used to run a project that brings together key stakeholders in innovation and the policy design process, including technology experts (e.g. developers) and local policy makers, with a focus on engaging with disability groups in Milton Keynes. This allowed potential disabled users to have direct contact with the technologies that could transform their way of life, whilst allowing technological developers and policy makers to understand the needs of disabled users to ensure future developments will be as effective for this section of our community as possible. Through co-creation and co-design, the project allowed all key stakeholders to come together and create a set of recommendations for how to develop and implement new technologies, ensuring all parties involved in the process are actively engaged, and to develop a common language to help them communicate with each other better.

Blue Light Hub: Bucks Fire and Rescue Services (BFRS) commissioned Community Action MK to conduct a piece of research to assess the appetite that voluntary and community groups have to make use of the available spaces in the new Blue Light Hub building on West Ashland. The building is due to be completed and potentially open for community groups to make use of in early 2020.

The aim of the research is to provide BFRS feedback on potential demand of the available spaces from neighbouring community groups who can access the Hub by foot as well as groups working with the wider Milton Keynes community. The information will be used to develop a workable programme of space management for the spaces available, benefitting voluntary and community groups in MK.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

19. STATEMENT OF FUNDS (continued)

Building Connections: The aim of this project was to explore loneliness in young people aged 8-25 years of age and how community spaces might be utilised to lessen loneliness. We undertook our work in the community of Conniburrow in Milton Keynes where we have use of a Community Hub.

During the project we worked closely with local schools and residents in the community. The local school council was very helpful in co-designing a questionnaire that was circulated amongst peers. We also obtained information from residents living in houses of multiple occupancy, as previous interactions had indicated that residents of this type of accommodation are at increased likelihood of feeling lonely. Our findings have brought to the forefront that loneliness is a real issue amongst young people. It's really not an issue that impacts only the old.

Inclusive Grant Research: MK Community Foundation awarded a grant to Community Action: MK to undertake this short piece of research in order to gather evidence about the need for more volunteering opportunities for people with disabilities. The feedback is used to generate recommendations and help CA:MK to develop its volunteering services in a way that is more inclusive.

SUMMARY OF FUNDS - CURRENT YEAR

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2020 £
General funds	130,006	15,767	(92,381)	76,880	(40,295)	89,977
Restricted funds	827,598	383,915	(410,198)	(76,880)	-	724,435
	<u>957,604</u>	<u>399,682</u>	<u>(502,579)</u>	<u>-</u>	<u>(40,295)</u>	<u>814,412</u>

SUMMARY OF FUNDS - PRIOR YEAR

	Balance at 1 April 2018 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2019 £
General funds	118,309	12,938	(1,135)	19,342	(19,448)	130,006
Restricted funds	599,935	708,152	(461,147)	(19,342)	-	827,598
	<u>718,244</u>	<u>721,090</u>	<u>(462,282)</u>	<u>-</u>	<u>(19,448)</u>	<u>957,604</u>

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

20. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	182	-	182
Fixed asset investments	-	661,395	661,395
Current assets	60,688	165,972	226,660
Creditors due within one year	(73,732)	-	(73,732)
Creditors due in more than one year	(93)	-	(93)
	<u>89,977</u>	<u>724,435</u>	<u>814,412</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	847	-	847
Fixed asset investments	-	625,328	625,328
Current assets	36,710	309,403	346,113
Creditors due within one year	(14,157)	-	(14,157)
Creditors due in more than one year	(527)	-	(527)
	<u>22,873</u>	<u>934,731</u>	<u>957,604</u>

COMMUNITY ACTION: MK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

21. PENSION COMMITMENTS

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £9,242 (2019: £5,337). At the year end, outstanding contributions amounting to £2,242 (2019: £1,060) are included in other creditors.

22. HIRE PURCHASE AND FINANCE LEASES

Minimum lease payments under hire purchase fall due as follows:

	2020 £	2019 £
Within 1 year	421	421
Between 1-5 years	93	527
Total	<u>514</u>	<u>948</u>

23. OPERATING LEASE COMMITMENTS

	2020 £	2019 £
Not later than 1 year	-	3,100
Later than 1 year and not later than 5 years	-	-
Total	<u>-</u>	<u>3,100</u>