

REGISTERED COMPANY NUMBER: 05290088 (England and Wales)
REGISTERED CHARITY NUMBER: 1109088

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020
FOR
BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED

J.H. Greenwood & Company
Chartered Accountants
Ava Lodge
Castle Terrace
Berwick Upon Tweed
Northumberland
TD15 1NP

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**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

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FOR THE YEAR ENDED 31 DECEMBER 2020**

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**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 DECEMBER 2020**

TRUSTEES	D R Harper - Chair A R Bowlas Ms M B Burns (appointed 1.9.20) Mrs J Casson (resigned 30.11.20) J Fisher Ms S J Hallsworth (resigned 19.2.21) Ms C J M Harper Ms S A Holborn I T Pope (resigned 30.11.20) D R Purvis (appointed 1.3.20) K B Siseman
REGISTERED OFFICE	The William Elder Building 56-58 Castlegate Berwick Upon Tweed Northumberland TD15 1JT
REGISTERED COMPANY NUMBER	05290088 (England and Wales)
REGISTERED CHARITY NUMBER	1109088
INDEPENDENT EXAMINER	J.H. Greenwood & Company Chartered Accountants Ava Lodge Castle Terrace Berwick Upon Tweed Northumberland TD15 1NP

BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED

CHAIRMAN'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

As the recently appointed Chair of the Board of Trustees, I would firstly like to acknowledge and thank Jan Casson (previous Chair) and Ian Pope (Trustee and Previous Chair), both of whom resigned last year, for their hard work, commitment and diligence in the service of the Trust.

I would also like to express my thanks to Julien Lake, the Trust's CEO, who left the organisation following a comprehensive review of its structure and direction in order to pursue other business interests.

Without doubt, 2020 has been a challenging year for the Trust. Covid has had a significant effect on the organisation's operations, both in terms of how it has been able to operate and the demands placed upon it.

In terms of the Trust's working arrangements, the need for social distancing has resulted in staff having to work partly from home and the need to exclude all non-essential members of staff (principally volunteers) from the William Elder Building; the consequence of the latter being that staff have had to manage the Food Bank, sometimes to the exclusion of other activities.

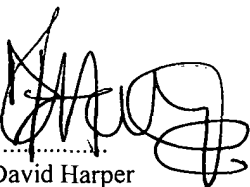
In terms of the demands placed upon it, the Food Bank has experienced a dramatic increase in usage and particularly the number of supported children over the previous year. That said, I have been greatly impressed by the level of support given to the Food Bank by the Local Community, both financial and in terms of food donations. Thank you.

The Trust has conducted over a thousand telephone appointments assisting people with benefits claims etc, supported over twenty homeless people in a variety of ways and taken an active role re Covid in the Community. This has involved taking the Lead role for Covid information dissemination to key organisations, distributing activity packs for older isolated people and delivering "Thank You" presents to local key workers involved with Covid care and related frontline activities.

The Trust has been actively engaged in the Welcome Visitor Project for the Town and this has involved an exciting Branding and Signing project to promote Berwick to a national market. It has established an Ambassador Scheme which has provided online promotional training to over three hundred local businesses and individuals. Importantly as well, the Trust has developed and managed the Visit Berwick Website which is aimed at increasing the opportunities for and uptake of tourism in the Town.

There are, a number of, exciting major projects under way in Berwick, such as the new Swan Centre, refurbishment of the Maltings and possible re-use of the Barracks. The Trust is seeking to take a key role in projects which compliment these, such as reinvigoration of Marygate, which is currently experiencing a prolonged and disheartening period of decline.

So, despite the challenges presented over the past twelve months, I am proud to be involved with an organisation and with a compliment of hard working and dedicated staff who have delivered so much under very taxing circumstances. Well done to you all.



.....
David Harper

BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020

The Trustees present their report and the independently reviewed financial statements of the charity for the year ended 31 December 2020. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) (FRS 102 (second edition - October 2019)) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 effective from 1 January 2019.

Trustees of the charity

The directors of the charitable company are its Trustees for the purposes of charity law. The Trustees who have served during the year and since the year end were as follows:

David Harper (Chair)
Alan Bowlas
Monica Burns
Jan Casson - Resigned November 2020
John Fisher
Susan Hallsworth - Resigned February 2021
Colette Harper
Sally Holborn
Ian Pope - Resigned November 2020
David Purvis
Keith Siseman

OBJECTIVES AND ACTIVITIES

The Trust exists to make Berwick a better place to live, work and visit. Activities are intended to generate public benefit for residents, businesses and visitors to the Berwick area.

The Trust works to provide services directly for residents, to develop social enterprises and to provide active support and advice in Berwick upon Tweed. All profits generated through the Trust's economic activities are reinvested back into the Community; reinvestment that enables further development of projects and services.

As an organisation that is run by the community, for the benefit of the community, the Trust seeks to encourage stakeholder involvement. The Directors/Trustees all have a passion for the town and surrounding area and everyone who lives, works or plays a part in the community is welcome to become a member of BCT. Membership entitles people to vote on issues relating to BCT at the AGM, including electing Directors/Trustees.

In order to maintain and enhance its effectiveness, the Trust has a wide range of documented policies and procedures which are subject to regular review. Board meetings were held every two months during the year and reports on the Trust finances and an update from the Chief Executive Officer were standard items on the agenda. In addition, one-off reports are produced to update members on specific relevant matters.

BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020

STRATEGIC REPORT

Achievement and performance

In order to achieve its aims, the Trust has adopted a strategy of working in partnership with other local and regional organisations to initiate social enterprises and grant funded projects. Activities are selected on their likely contribution to the building of wealth, employment, cultural or life opportunities for residents of Berwick upon Tweed and its surrounding communities. Activities undertaken this year in pursuit of these objects are identified below.

The William Elder Building

Office spaces within the building are let to a range of organisations including not-for-profit and community groups, providing BCT with a vital and sustainable source of income. Overall office occupancy levels have been high during the course of the year.

In addition to the office space, the building has a number of fully accessible meeting rooms. Traditionally the larger room is used by RVS one-day per week, Slimming World and the Methodist Church on Sundays in addition to doubling as a conference room for meetings of up to 75 people. The smaller meeting rooms are used to accommodate one-off bookings for smaller numbers of people. The Trust operates a tiered pricing policy that charges local and charitable bodies less than others. The Trust however have been unable to use the majority of the accommodation for many months during the year as a result of the Covid pandemic. This cessation of use has been necessary as a result of the various statutory limits on use but also the Trust have taken conscious decisions to restrict use to play their part in fighting the pandemic.

Core Legacy Fund

The Trust operates this grant giving fund to support eligible entities in the North East of England to develop community scale renewable energy projects. The fund seeks to advance the deployment of renewable generation technologies, reduce carbon emissions and build sustainable communities. Income for the fund came from the Wind Turbine project and is a finite sum of money. The fund was largely suspended during the year because of the Covid outbreak and there were only 2 applicants awarded £5,600.

Here for You

This is the primary service through which the Trust directly supports residents in need. It is free to users and provides a wide range of advice and practical support around employment, benefits, budgeting and housing applications. The service is also an accredited training provider. During the pandemic delivery models were changed to accommodate social distancing and lockdown regulations. A telephone and online service was introduced enabling local needs to be met through the provision of in excess of one thousand appointments. The service is made possible in part by generous funding from Bernicia Housing and the Community Foundation for Northumberland and Tyne and Wear including their Northern Angel and Lough Funds.

Food Bank

The Trust runs the local food bank with the support of residents and community partners including churches, schools and amenity groups. Donations take the form of both cash and food. During the pandemic support for the food bank increased dramatically and volunteer activity shifted, as the building was locked down to all but staff, focussing on collecting donations and the introduction of a delivery service. Demand hugely increased and 55% more parcels were given out during the year compared with 2019. The service also supported other hot food provision and became the lead in the Northern Food Partnership, linking food provisions and delivering sustainable food options. The service seeks to take an holistic approach to the challenges that residents face and makes onward referrals to specialists such as the CAB, Job Centre, Social Services, housing agencies and addiction services. Benefit checks and budgeting sessions are also part of the work that the food bank undertakes together with collaborating with partners to provide additional support where needed. Accessing the food bank continues to be by an "open door" approach to avoid restrictive referral processes.

Childcare Provision

The Trust continues to act as the staffing agency for childcare provision to Sure Start Centres in North Northumberland. During the course of the year Northumberland County Council reviewed the level of staffing cover they required from the Trust and unfortunately it was necessary to make four members of staff redundant. Discussions are ongoing with the County Council to standardise the terms and conditions of the Trust staff and to re-negotiate an extension to the existing contract to provide the staff cover.

BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020

Young Carers Project

The Trust has a Young Carers Club on alternate Saturdays for the benefit of young people who have caring responsibilities. The club enables attendees to have time for themselves in a safe and structured environment and provides critical support for both the children and their families. The project is funded from external sources but the support previously given by Northumberland County Council ceased in March 2020. As a result of the pandemic the service has not been used since March but, once restrictions are eased, it will recommence.

General Community Support and Engagement

The Trust continues to be a key player in providing help, support and advice to a number of external organisations and bodies in the Town and the surrounding area. Much of this support is largely unseen but it is absolutely crucial in the town's continued development. It is achieved by the depth of knowledge and understanding of the Trustees and staff of the Trust and the help that jointly they can provide to the community.

Old Brewery Tweedmouth

The Trust continues to own this building and is looking for a way to both return it to use and to provide some financial return to the Trust. There continues to be a number of interested parties but the uncertainty caused by the pandemic has meant that it has been extremely difficult to make any significant progress with these parties. Development of the premises however remains a key objective in 2021.

Welcome Visitor Project

A two year £314k project commenced in November 2018 funded through the Coastal Communities Fund with the aim of making Berwick a "must go there" visitor destination, increase visitor footfall, increase the tourism offer within the town, encourage extended visitor stay and extend the current visitor season to ensure that Berwick gains the maximum economic return from tourism and visitor markets. The project has very successfully achieved many of the targets originally set and has provided a significant positive impact for both local people and visitors. Sadly however, the Covid pandemic has meant that many of the events planned for 2020 were either unable to go ahead or had to be re-formatted. Thankfully the funders have understood the problems experienced and agreed that the project can continue until 31st March 2021. The project has also highlighted the need to ensure that tourism remains key to the development of the Town and that the momentum developed by the project is not lost. The Trust are considering how best to do this.

Financial review

Results for the year

The overall income of the Trust during the period was £610,444 (2019 £651,775) with expenditure of £626,521 (2019 £756,042) The principal funding sources are shown in the appropriate notes to the accounts.

Fund Balances

The balances on the individual funds are set out in Note 4 to the accounts.

Funds received from awarding bodies with specific restrictions, or donations with donor requests, are spent against the projects for which they were given. These reserves do not generally build up as they are given for specific activities and purposes during the period. Restricted reserves stand at £348,738 (2019 £331,669) of which £285,000 (2019 £285,000) is represented by Tangible Assets and £63,738 (2019 £46,669) is represented by the unspent money in the specified projects. £1,206,786 (2019 £1,239,932) is held as unrestricted and designated funds carried forward for use by the Trust.

Management of Risks

The Trust takes their responsibility to identify and mitigate risk as a key priority. Business plans plus a variety of policies have been developed to reflect this responsibility and are regularly reviewed. The principal risks the Trust face are those arising out of its ownership and operation of The William Elder Building and The Old Brewery, its role as an employer, its continuing need to develop and deliver on the various projects it undertakes and the identification of a suitable capital venture to produce income to replace the loss of the ongoing turbine income.

**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

STRATEGIC REPORT

Future plans

Over the next 12 months the Trust expects to commit significant resources to:

- Develop a landmark project (or projects) funded through cash reserves to ensure the long term financial stability of the Trust.
- Participate in, and promotion of, appropriate regeneration programmes for the Town.
- Provide employment support and advice as opportunity and finance allows.
- Operation and support of the Food Bank and the Young Carers Project.
- Operation of the Child Care contract with Northumberland County Council.
- Community engagement on a range of projects set up to benefit the town.
- Delivery of the Project replacing the Welcome Visitor Project.
- The continued operation of the William Elder Building for the benefit of the Community.
- The development and future use of The Old Brewery.
- A grass roots review of the current plans/policies/procedures of the Trust.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Berwick Community Trust (BCT) is a Company Limited by Guarantee established by Memorandum and Articles of Association dated 8th September 2004 and registered in England as a charity on the 18th April 2005.

BCT Membership is open to all who live or work in the Berwick upon Tweed area with 55 individuals or organisations currently registered. Directors/Trustees are elected from the membership at the AGM and serve on a Board that oversees the Trust's work and manages its affairs. The Directors/Trustees elect from themselves a Chair, Vice-Chair and Honorary Treasurer. Currently BCT has 8 Directors/Trustees. The Directors/Trustees come from a range of business and voluntary backgrounds and offer a broad diversity of skills and experience.

At 31st December 2020 BCT employed 22 members of staff headed by a Chief Executive Officer who is responsible for day to day decision making, management of the staff team and ensuring that the agreed work programmes are followed. The Chief Executive Officer reports to the Board, and the Chair meets regularly with the Chief Executive Officer to enhance communication between the staff and the Board.

The contribution of volunteers is essential to the operation of the Trust and this is especially true of the significant amount of work the Directors/Trustees have done through the course of the year. Volunteers are also active in various aspects of the Trust's work and particularly the food bank.

The Directors/Trustees would like to acknowledge the support and assistance given to the Trust by paid staff, contractors and volunteers.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Berwick-Upon-Tweed Community Development Trust Limited for the purposes of company law) are responsible for preparing the Annual 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 which 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 those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 business.

BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 11th March 2021 and signed on the board's behalf by:


D R Harper - Chair

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED

Independent examiner's report to the trustees of Berwick-Upon-Tweed Community Development Trust Limited ('the Company')

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

Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 your charity's accounts as 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 your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ACA which is one of the listed bodies.

I have completed my examination. I 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.



M McLeman
ACA
J.H. Greenwood & Company
Chartered Accountants
Ava Lodge
Castle Terrace
Berwick Upon Tweed
Northumberland
TD15 1NP

Date: 11th March 2021

**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	Unrestricted fund £	Designated £	Restricted funds £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM						
Donations and legacies	2	97,819	23,120	183,686	304,625	305,679
Charitable activities	5					
Charitable activities		49,026	-	186,414	235,440	279,952
Other trading activities	3	45,358	-	23,000	68,358	66,144
Investment income	4	<u>2,021</u>	<u>-</u>	<u>-</u>	<u>2,021</u>	<u>-</u>
Total		194,224	23,120	393,100	610,444	651,775
 EXPENDITURE ON Charitable activities	 6					
Charitable activities		<u>224,839</u>	<u>25,651</u>	<u>376,031</u>	<u>626,521</u>	<u>756,042</u>
 NET INCOME/(EXPENDITURE)		(30,615)	(2,531)	17,069	(16,077)	(104,267)
 RECONCILIATION OF FUNDS						
Total funds brought forward		<u>1,022,984</u>	<u>216,948</u>	<u>331,669</u>	<u>1,571,601</u>	<u>1,675,868</u>
 TOTAL FUNDS CARRIED FORWARD		<u><u>992,369</u></u>	<u><u>214,417</u></u>	<u><u>348,738</u></u>	<u><u>1,555,524</u></u>	<u><u>1,571,601</u></u>

The notes form part of these financial statements

**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**BALANCE SHEET
31 DECEMBER 2020**

	Notes	Unrestricted fund £	Designated £	Restricted funds £	2020 Total funds £	2019 Total funds £
FIXED ASSETS						
Tangible assets	11	151,513	-	285,000	436,513	439,013
CURRENT ASSETS						
Debtors	13	48,858	2,000	151	51,009	234,683
Cash at bank and in hand		<u>836,907</u>	<u>212,417</u>	<u>67,058</u>	<u>1,116,382</u>	<u>997,286</u>
		885,765	214,417	67,209	1,167,391	1,231,969
CREDITORS						
Amounts falling due within one year	14	(44,909)	-	(3,471)	(48,380)	(99,381)
NET CURRENT ASSETS		<u>840,856</u>	<u>214,417</u>	<u>63,738</u>	<u>1,119,011</u>	<u>1,132,588</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>992,369</u>	<u>214,417</u>	<u>348,738</u>	<u>1,555,524</u>	<u>1,571,601</u>
NET ASSETS		<u>992,369</u>	<u>214,417</u>	<u>348,738</u>	<u>1,555,524</u>	<u>1,571,601</u>
FUNDS	15					
Unrestricted funds					1,206,786	1,239,932
Restricted funds					<u>348,738</u>	<u>331,669</u>
TOTAL FUNDS					<u>1,555,524</u>	<u>1,571,601</u>

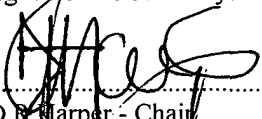
The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

The financial statements were approved by the Board of Trustees and authorised for issue on 11th March 2021 and were signed on its behalf by:


D B Harper - Chair

The notes form part of these financial statements

**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	2020 £	2019 £
Cash flows from operating activities			
Cash generated from operations	1	<u>117,075</u>	<u>931,711</u>
Net cash provided by operating activities		<u>117,075</u>	<u>931,711</u>
 Cash flows from investing activities			
Purchase of tangible fixed assets		-	(939)
Interest received		<u>2,021</u>	<u>-</u>
Net cash provided by/(used in) investing activities		<u>2,021</u>	<u>(939)</u>
		<u> </u>	<u> </u>
Change in cash and cash equivalents in the reporting period		119,096	930,772
Cash and cash equivalents at the beginning of the reporting period		<u>997,286</u>	<u>66,514</u>
 Cash and cash equivalents at the end of the reporting period		<u><u>1,116,382</u></u>	<u><u>997,286</u></u>

The notes form part of these financial statements

**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2020**

1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2020 £	2019 £
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(16,077)	(104,267)
Adjustments for:		
Depreciation charges	2,500	2,499
Interest received	(2,021)	-
Decrease in debtors	183,674	1,020,725
(Decrease)/increase in creditors	<u>(51,001)</u>	<u>12,754</u>
Net cash provided by operations	<u>117,075</u>	<u>931,711</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.20 £	Cash flow £	At 31.12.20 £
Net cash			
Cash at bank and in hand	<u>997,286</u>	<u>119,096</u>	<u>1,116,382</u>
	<u>997,286</u>	<u>119,096</u>	<u>1,116,382</u>
Total	<u>997,286</u>	<u>119,096</u>	<u>1,116,382</u>

The notes form part of these financial statements

**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Income

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

The following specific policies are applied to particular categories of income:

Donations and grants are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Monies raised from activities for generating funds are included when received.

Incoming resources from charitable trading activities are accounted for when earned

Investment income is included when receivable.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under the following headings:

- Expenditure on charitable activities comprises the costs associated with the charity's principal activities; and
- Other expenditure represents those items not falling into the category above.

Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grant and donations payable to third parties are within the charitable objectives. Where unconditional grants are offered, this is accrued as soon as the recipient is notified of the grant, as this gives rise to a reasonable expectation that the recipient will receive that grants. Where grants are conditional relating to performance the grant is only accrued when any unfulfilled conditions are outside the control of the charity.

Allocation and apportionment of costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity. Where support costs cannot be directly attributed to particular headings, they have been allocated to expenditure on charitable activities on a basis consistent with the use of those resources. Premises and other overheads have been allocated on a direct basis.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

Freehold property	- not provided
Plant and machinery	- Straight line over 4 years
Computer equipment	- Straight line over 4 years

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Donated goods and services

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example, the amount that the charity would be willing to pay in the open market for such facilities and services. A Corresponding amount is recognised in expenditure.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

Where practicable, gifts in kind donated for distribution to the beneficiaries of the charity are included in stock and donations in the financial statements upon receipt. If it is impracticable to assess the fair value at receipt or if the cost to undertake such a valuation outweigh any benefits, then the fair value is recognised as a component of donations when it is distributed and an equivalent amount recognised as charitable expenditure.

2. DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations	38,010	25,772
Grants	185,798	279,667
Commission on sales as donations	240	240
Covid-19 assistance grants	80,577	-
	<u>304,625</u>	<u>305,679</u>

Grants received, included in the above, are as follows:

	2020	2019
	£	£
Other grants	<u>185,798</u>	<u>279,667</u>

**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

3. OTHER TRADING ACTIVITIES

	2020	2019
	£	£
Rents and services	59,541	39,438
Casual room hire	<u>8,817</u>	<u>26,706</u>
	<u>68,358</u>	<u>66,144</u>

4. INVESTMENT INCOME

	2020	2019
	£	£
Deposit account interest	<u>2,021</u>	<u>-</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	2020	2019
	£	£
Childcare services	<u>235,440</u>	<u>279,952</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Charitable activities	<u>625,591</u>	<u>930</u>	<u>626,521</u>

7. SUPPORT COSTS

	Governance costs £
Charitable activities	<u>930</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2020	2019
	£	£
Depreciation - owned assets	<u>2,500</u>	<u>2,499</u>

**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2020 nor for the year ended 31 December 2019.

10. STAFF COSTS

	2020 £	2019 £
Wages and salaries	372,516	358,772
Social security costs	35,639	38,519
Other pension costs	<u>27,293</u>	<u>23,503</u>
	<u>435,448</u>	<u>420,794</u>

The average monthly number of employees during the year was as follows:

	2020	2019
Employed for charitable activities	<u>23</u>	<u>26</u>

No employees received emoluments in excess of £60,000.

Included within wages costs is an amount of £3,094 relating to redundancy costs (2019 £nil).

11. TANGIBLE FIXED ASSETS

	Freehold property £	Plant and machinery £	Computer equipment £	Totals £
COST				
At 1 January 2020 and 31 December 2020	<u>716,076</u>	<u>6,992</u>	<u>26,291</u>	<u>749,359</u>
DEPRECIATION				
At 1 January 2020	281,126	6,992	22,228	310,346
Charge for year	<u>-</u>	<u>-</u>	<u>2,500</u>	<u>2,500</u>
At 31 December 2020	<u>281,126</u>	<u>6,992</u>	<u>24,728</u>	<u>312,846</u>
NET BOOK VALUE				
At 31 December 2020	<u>434,950</u>	<u>-</u>	<u>1,563</u>	<u>436,513</u>
At 31 December 2019	<u>434,950</u>	<u>-</u>	<u>4,063</u>	<u>439,013</u>

**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

12. FIXED ASSET INVESTMENTS

There were no investment assets outside the UK.

Included within investments is a 100% holding in the ordinary share capital of Berwick CoRE Ltd. It's registered office is The William Elder Building, 56- 58 Castlegate, Berwick-Upon-Tweed, TD15 1JT. At the year end, the aggregate capital and reserves of the company amounted to £nil and profit for the year was £nil.

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade debtors	34,277	3,758
Amounts owed by group undertakings	8,000	217,000
Prepayments and accrued income	<u>8,732</u>	<u>13,925</u>
	<u>51,009</u>	<u>234,683</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade creditors	12,603	67,347
Social security and other taxes	4,388	5,456
Accruals and deferred income	<u>31,389</u>	<u>26,578</u>
	<u>48,380</u>	<u>99,381</u>

15. MOVEMENT IN FUNDS

	At 1.1.20	Net movement in funds	At 31.12.20
	£	£	£
Unrestricted funds			
General fund	1,022,984	(30,615)	992,369
Food bank - Designated	1,111	3,819	4,930
Core Legacy - Designated	205,837	(6,350)	199,487
Repairs fund - designated	<u>10,000</u>	<u>-</u>	<u>10,000</u>
	1,239,932	(33,146)	1,206,786
Restricted funds			
Young Carer's scheme	15,433	(3,287)	12,146
Three Fields Resident Ass	296	-	296
Coastal Communities	10,281	-	10,281
Safe Steps	4,591	-	4,591
Welcome Visistor	8,806	4,618	13,424
Quayside Project	7,262	(7,262)	-
NCC Communities Together	-	23,000	23,000
William Elder	<u>285,000</u>	<u>-</u>	<u>285,000</u>
	<u>331,669</u>	<u>17,069</u>	<u>348,738</u>
TOTAL FUNDS	<u>1,571,601</u>	<u>(16,077)</u>	<u>1,555,524</u>

**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

15. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	194,224	(224,839)	(30,615)
Food bank - Designated	23,120	(19,301)	3,819
Core Legacy - Designated	-	(6,350)	(6,350)
	217,344	(250,490)	(33,146)
Restricted funds			
Restricted - Childcare	266,184	(266,184)	-
Young Carer's scheme	1,666	(4,953)	(3,287)
Welcome Visitor	102,250	(97,632)	4,618
Quayside Project	-	(7,262)	(7,262)
NCC Communities Together	23,000	-	23,000
	393,100	(376,031)	17,069
TOTAL FUNDS	<u>610,444</u>	<u>(626,521)</u>	<u>(16,077)</u>

Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	At 31.12.19 £
Unrestricted funds			
General fund	1,092,251	(69,267)	1,022,984
Food bank - Designated	1,905	(794)	1,111
Core Legacy - Designated	251,164	(45,327)	205,837
Repairs fund - designated	10,000	-	10,000
	1,355,320	(115,388)	1,239,932
Restricted funds			
Young Carer's scheme	20,380	(4,947)	15,433
Three Fields Resident Ass	296	-	296
Coastal Communities	10,281	-	10,281
Safe Steps	4,591	-	4,591
Welcome Visitor	-	8,806	8,806
Quayside Project	-	7,262	7,262
William Elder	285,000	-	285,000
	320,548	11,121	331,669
TOTAL FUNDS	<u>1,675,868</u>	<u>(104,267)</u>	<u>1,571,601</u>

**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

15. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	165,801	(235,068)	(69,267)
Food bank - Designated	10,136	(10,930)	(794)
Core Legacy - Designated	<u>3,000</u>	<u>(48,327)</u>	<u>(45,327)</u>
	178,937	(294,325)	(115,388)
Restricted funds			
Restricted - Childcare	261,500	(261,500)	-
Young Carer's scheme	976	(5,923)	(4,947)
Welcome Visitor	180,362	(171,556)	8,806
Quayside Project	<u>30,000</u>	<u>(22,738)</u>	<u>7,262</u>
	<u>472,838</u>	<u>(461,717)</u>	<u>11,121</u>
TOTAL FUNDS	<u><u>651,775</u></u>	<u><u>(756,042)</u></u>	<u><u>(104,267)</u></u>

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.

**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020 £	2019 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	38,010	25,772
Grants	185,798	279,667
Commission on sales as donations	240	240
Covid-19 assistance grants	<u>80,577</u>	<u>-</u>
	304,625	305,679
Other trading activities		
Rents and services	59,541	39,438
Casual room hire	<u>8,817</u>	<u>26,706</u>
	68,358	66,144
Investment income		
Deposit account interest	2,021	-
Charitable activities		
Childcare services	<u>235,440</u>	<u>279,952</u>
Total incoming resources	610,444	651,775
EXPENDITURE		
Charitable activities		
Wages	372,516	358,772
Social security	35,639	38,519
Pensions	27,293	23,503
Rent, rates and water	18,087	17,253
Insurance	4,472	7,436
Light and heat	5,454	6,077
Telephone	1,790	3,602
Postage and stationery	8,602	2,707
Sundries	8,908	7,551
Equipment repairs and renewals	1,983	4,927
Computer and IT costs	1,225	5,066
Staff Training	1,900	1,830
Travel costs	552	4,965
Promotional activities	15,475	16,702
Management costs	28,344	36,833
Professional fees	53,051	105,325
Bank charges	506	658
Property repairs	15,851	5,323
Property insurance	2,105	2,782
Donations made	15,281	102,782
Carried forward	619,034	752,613

This page does not form part of the statutory financial statements

**BERWICK-UPON-TWEED COMMUNITY DEVELOPMENT
TRUST LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020 £	2019 £
Charitable activities		
Brought forward	619,034	752,613
Feed-in-tariff payments	4,057	-
Computer equipment	<u>2,500</u>	<u>2,499</u>
	625,591	755,112
Support costs		
Governance costs		
Accountancy and legal fees	<u>930</u>	<u>930</u>
Total resources expended	<u>626,521</u>	<u>756,042</u>
Net expenditure	<u>(16,077)</u>	<u>(104,267)</u>

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