## Report of the Trustees and Financial Statements for the Year Ended 31 March 2019

<u>for</u>
<u>Lisburn Commerce Against Crime</u>
(A Company Limited by Guarantee)

Aiken & Co LLP
Chartered Accountants
Building 2
The Sidings
Antrim Road
Lisburn
Co. Antrim
BT28 3AJ

### Lisburn Commerce Against Crime Contents of the Financial Statements for the Year Ended 31 March 2019

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## Lisburn Commerce Against Crime Report of the Trustees for the Year Ended 31 March 2019

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2019. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### **OBJECTIVES AND ACTIVITIES**

### Objectives and aims

Lisburn Commerce Against Crime's (LCAC) Corporate Mission statement is;

"To inspire public confidence by detecting, preventing and reducing crime and the fear of crime in dedicated areas across Northern Ireland"

### Significant activities

Key achievements in the year included;

Development of the Retail Crime Strategy with events held across Lisburn & Castlereagh City Council area.

Lisburn Commerce Against Crime have dealt with 3,512 incidents which led to 287 arrests. Incidents include theft, anti-social behaviour, drink driving, drugs, assault, missing persons, criminal damage and fraud.

The new Citywatch CCTV Northern Ireland website was launched in September 2018.

### **Public benefit**

The trustees confirm that they have complied with the duties to have due regard to the Charity Commission Northern Ireland guidance on public benefit.

### **FINANCIAL REVIEW**

### **Financial position**

The charity has a net reduction of funds for the period of £7,163, however this is better than last years net decrease of funds of £74,069. The trustees will strive to balance the operating deficit along with achieving the objectives of the company.

### Reserves policy

The Trustees carry out a detailed review of the reserves of the charities activities and produce a comprehensive strategic plan for the Charity. The Charity has adequate reserves of £296,923 in the restricted fund, which relate to the CCTV equipment. The Unrestricted reserves of the Charity are £93,812 these reserves are being used to fund the day to day running of the charity and are required to fund the increase in monitoring hours and administration involved with regulatory compliance.

### **FUTURE PLANS**

The trustees are working to develop the company and to attract additional funding from alternative sources.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

### **Governing document**

The charity is controlled by its governing document, Memorandum and Articles of Association dated 14 January 2000, and constitutes a limited company limited by guarantee, as defined by the Companies Act 2006.

## Lisburn Commerce Against Crime Report of the Trustees for the Year Ended 31 March 2019

### STRUCTURE, GOVERNANCE AND MANAGEMENT

### Recruitment and appointment of new trustees

As set out in the Articles of Association the following bodies shall be entitled to nominate and have appointed to membership of the executive committee; Lisburn and Castlereagh City Council (formerly Lisburn Borough Council) two members, Police Service of Northern Ireland (formerly Royal Ulster Constabulary) two members, Lisburn Chamber of Commerce one member and Lisburn Retailers Association (no longer in existence) one member. All members are circulated with invitations to nominate trustees prior to the AGM advising them of the retiring trustees and requesting nominations for the AGM.

### **Organisational structure**

The Charity's decisions are made by the board of directors, which meet on a regular basis. The CCTV control room has a manager and reports directly to the board of directors.

### Induction and training of new trustees

New trustees undergo an orientation day to brief them on their legal obligation under company law, the content of the Memorandum and Articles of Association, the committee and decision making process, the business plan and recent financial performance of the charity. During the induction day they meet key employees and other directors. Directors are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

### REFERENCE AND ADMINISTRATIVE DETAILS

### **Registered Company number**

NI037932 (Northern Ireland)

### **Registered Charity number**

XR46049

### Registered office

15 Barrack Street Lisburn Co. Antrim BT28 1TJ

### **Trustees**

M Busch P A Dean

 A P Ewing
 - resigned 8.1.19

 E M Knox
 - resigned 8.1.19

 W A Rogan
 - resigned 16.5.18

J Tinsley

E J Morton - appointed 18.6.18

S Pollock A Givan S Walsh

Ms K Marshall - appointed 18.6.18

### <u>Report of the Trustees</u> for the Year Ended 31 March 2019

### REFERENCE AND ADMINISTRATIVE DETAILS

**Auditors** 

Aiken & Co LLP Chartered Accountants Building 2 The Sidings Antrim Road Lisburn Co. Antrim BT28 3AJ

### STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Lisburn Commerce Against Crime for the purposes of company law) are responsible for preparing the Report of the Trustees 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit
- information and to establish that the auditors are aware of that information.

### **AUDITORS**

The auditors, Aiken & Co LLP, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 19 September 2019 and signed on its behalf by:

J Tinsley - Trustee

### Report of the Independent Auditors to the Members of Lisburn Commerce Against Crime

#### Opinion

We have audited the financial statements of Lisburn Commerce Against Crime (the 'charitable company') for the year ended 31 March 2019 which comprise the Statement of Financial Activities, the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2019 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 12 to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

### Report of the Independent Auditors to the Members of Lisburn Commerce Against Crime

### Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

### Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### Report of the Independent Auditors to the Members of Lisburn Commerce Against Crime

Eunan Kerlin (Senior Statutory Auditor) for and on behalf of Aiken & Co LLP Chartered Accountants Building 2 The Sidings Antrim Road Lisburn Co. Antrim BT28 3AJ

19 September 2019

### Lisburn Commerce Against Crime

# Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 31 March 2019

				2019	2018
		Unrestricted		Total	Total
		fund	Restricted fund	funds	funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM					
Charitable activities					
CCTV Operations		273,466	17,176	290,642	230,915
Radio Link		14,395	-	14,395	11,221
Investment income	2	-	-	-	2
Total		287,861	17,176	305,037	242,138
EXPENDITURE ON					
Charitable activities					
CCTV Operations		244,889	63,851	308,740	316,207
Radio Link		3,460		3,460	
Total		248,349	63,851	312,200	316,207
NET INCOME/(EXPENDITURE)		39,512	(46,675)	(7,163)	(74,069)
RECONCILIATION OF FUNDS					
Total funds brought forward		54,300	343,598	397,898	471,967
TOTAL FUNDS CARRIED FORWARD		93,812	296,923	390,735	397,898

### Lisburn Commerce Against Crime

### Balance Sheet At 31 March 2019

		_		2019	2018
	ι	Jnrestricted		Total	Total
		fund	Restricted fund	funds	funds
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	7	23,978	314,399	338,377	360,081
CURRENT ASSETS					
Debtors	8	27,659	18,750	46,409	11,897
Cash at bank		45,154	6,575	51,729	48,851
		72,813	25,325	98,138	60,748
CREDITORS					
Amounts falling due within one year	9	(2,979)	(42,801)	(45,780)	(22,931)
NET CURRENT ASSETS/(LIABILITIES)		69,834	(17,476)	52,358	37,817
TOTAL ASSETS LESS CURRENT LIABILITIES		93,812	296,923	390,735	397,898
NET ASSETS		93,812	296,923	390,735	397,898
FUNDS	10				
Unrestricted funds				93,812	54,300
Restricted funds				_296,923_	343,598
TOTAL FUNDS				390,735	397,898

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 19 September 2019 and were signed on its behalf by:

J Tinsley -Trustee

### 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 2015)', 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.

Lisburn Commerce Against Crime is a private company limited by guarantee incorporated in Northern Ireland . In the event of the charity being wound up, every member of the company undertakes to contribute such amount as may be required not exceeding £ 1 to the company's assets if it should be wound up while he or she is a member or within one year after he or she ceases to be a member for payment of debts and liabilities of the company.

The address of the registered office is given in the charity information on page 2 of these financial statements.

The nature of the charity's operations and principal activities include operating of a CCTV monitoring system and a Radio link service.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

#### Income

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

### Expenditure

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

### **Tangible fixed assets**

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

Plant and machinery

- 10% on cost

### 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.

## Lisburn Commerce Against Crime Notes to the Financial Statements - continued for the Year Ended 31 March 2019

### 1. ACCOUNTING POLICIES - continued

### Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

### 2. INVESTMENT INCOME

	2019	2018
	£	£
Deposit account interest	-	2

### 3. NET INCOME/(EXPENDITURE)

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

	2019	2018
	£	£
Auditors' remuneration	2,500	2,500
Auditors' remuneration for non audit work	945	500
Depreciation - owned assets	53,748	<u>56,476</u>

### 4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2019 nor for the year ended 31 March 2018.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2019 nor for the year ended 31 March 2018.

### 5. STAFF COSTS

Wages and salaries	2019 £ <u>164,212</u>	2018 £ 150,768
The average monthly number of employees during the year was as follows:		
CCTV operators Management staff	2019 6 <u>1</u> 7	2018 6 <u>1</u> 7

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

## Lisburn Commerce Against Crime Notes to the Financial Statements - continued for the Year Ended 31 March 2019

### 6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted		Total
	fund	Restricted fund	funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Charitable activities			
CCTV Operations	198,115	32,800	230,915
Radio Link	11,221	-	11,221
Investment income	2	-	2
Total	209,338	32,800	242,138
EXPENDITURE ON			
Charitable activities			
CCTV Operations	236,614	79,593	316,207
Total	236,614	79,593	316,207
NET INCOME/(EXPENDITURE)	(27,276)	(46,793)	(74,069)
RECONCILIATION OF FUNDS			
Total funds brought forward	81,576	390,391	471,967
TOTAL FUNDS CARRIED FORWARD	54,300	343,598	397,898

### <u>Notes to the Financial Statements - continued</u> for the Year Ended 31 March 2019

### 7. TANGIBLE FIXED ASSETS

			Plant and machinery £
	COST		
	At 1 April 2018		1,171,256
	Additions	_	32,044
	At 31 March 2019	_	1,203,300
	DEPRECIATION		
	At 1 April 2018		811,175
	Charge for year	_	53,748
	At 31 March 2019	_	864,923
	NET BOOK VALUE		
	At 31 March 2019	_	338,377
	At 31 March 2018	_	360,081
8.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
		2019	2018
		£	£
	Trade debtors	12,587	11,897
	Prepayments and accrued income	33,822	
		46,409	<u>11,897</u>
9.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
		2019	2018
		£	£
	Trade creditors	2,3 <b>1</b> 9	339
	Social security and other taxes	493	4,456
	VAT	25,479	13,651
	Accruals and deferred income	17,489	4,485
		45,780	22,931
		<del></del>	

### <u>Notes to the Financial Statements - continued</u> for the Year Ended 31 March 2019

### 10. MOVEMENT IN FUNDS

		Net movement	
	At 1.4.18	in funds	At 31.3.19
Unrestricted funds	£	£	£
General fund	54,300	39,512	93,812
D			
Restricted funds Restricted Funds	343,598	(46,675)	296,923
restricted Furius	3-3,336	(40,073)	250,525
TOTAL FUNDS	397,898	(7,163)	390,735
Net movement in funds, included in the above are as follows:			
	Incoming	Resources	Movement in
	resources	expended	funds
	£	£	£
Unrestricted funds General fund	297.961	(248.240)	20 512
General fund	287,861	(248,349)	39,512
Restricted funds			
Restricted Funds	17,176	(63,851)	(46,675)
TOTAL FUNDS	305,037	(312,200)	(7,163)
Comparatives for movement in funds			
	At 1.4.17	Net movement in funds	At 31.3.18
	At 1.4.17 £	iii iuiius £	At 31.3.16 £
Unrestricted Funds	01.536	(27.276)	54.200
General fund	81,576	(27,276)	54,300
Restricted Funds			
Restricted Funds	390,391	(46,793)	343,598
TOTAL FUNDS	471,967	(74,069)	397,898

### <u>Lisburn Commerce Against Crime</u> <u>Notes to the Financial Statements - continued</u> for the Year Ended 31 March 2019

### 10. 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	209,338	(236,614)	(27,276)
Restricted funds Restricted Funds	32,800	(79,593)	(46,793)
TOTAL FUNDS	242,138	(316,207)	<u>(74,069</u> )

A current year 12 months and prior year 12 months combined position is as follows:

	N	et movement	
	At 1.4.17 £	in funds £	At 31.3.19 £
Unrestricted funds	_	_	_
General fund	81,576	12,236	93,812
Restricted funds			
Restricted Funds	390,391	(93,468)	296,923
TOTAL FUNDS	<u>471,967</u>	<u>(81,232)</u>	<u>390,735</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds
Unrestricted funds General fund	497,199	(484,963)	12,236
Restricted funds Restricted Funds TOTAL FUNDS	49,976 547,175	(143,444) (628,407)	(93,468) (81,232)

### 11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2019.

### <u>Lisburn Commerce Against Crime</u> <u>Notes to the Financial Statements - continued</u> for the Year Ended 31 March 2019

### 12. APB ETHICAL STANDARD - PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.