

COMPANY REGISTRATION NUMBER: SC271291

CHARITY REGISTRATION NUMBER: SC014271

**The Cottage Family Centre  
Company Limited by Guarantee  
Unaudited Financial Statements  
31 March 2020**

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**PATERSON BOYD & Co.**  
Chartered Accountants

**The Cottage Family Centre**  
**Company Limited by Guarantee**  
**Financial Statements**  
**Year Ended 31 March 2020**

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# **The Cottage Family Centre**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Directors' Report) *(continued)***

#### **Year Ended 31 March 2020**

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2020.

#### **Reference and administrative details**

<b>Registered charity name</b>	The Cottage Family Centre	
<b>Charity registration number</b>	SC014271	
<b>Company registration number</b>	SC271291	
<b>Principal office and registered office</b>	29-31 Cawdor Crescent Kirkcaldy Fife KY2 6LH	
<b>The trustees</b>	Wilma Brown Roslyn Henderson Marilyn Livingstone Carol Monaghan Angela Marie Marry Lucinda McAlister	(Appointed 3 March 2020) (Appointed 1 February 2020)

#### **Key management personnel**

<b>Service Manager</b>	Pauline Buchan
<b>Assistant Manager</b>	Kelly Rodgers
<b>Bankers</b>	Bank of Scotland PO Box 10 Kirkcaldy Fife KY1 3PA
<b>Solicitors</b>	Gibson & Spears, Dow & Son 9 East Fergus Place Kirkcaldy Fife KY1 1XU
<b>Independent Examiner</b>	Neil Robson B.Sc., C.A. Paterson Boyd & Co 18 North Street Glenrothes Fife KY7 5NA

# **The Cottage Family Centre**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Directors' Report) *(continued)***

**Year Ended 31 March 2020**

#### **Structure, governance and management**

##### Governing Document

The Cottage Family Centre is a Scottish registered charity (Scottish charity number SC014271) with legal status as a company limited by guarantee and registered office at 29-31 Cawdor Crescent, Kirkcaldy, Fife, KY2 6LH.

The charity was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the charity being wound up, the members are required to contribute an amount not exceeding £1.

##### Recruitment and Appointment of Management Committee

The committee candidates are members of the community and are elected at the Annual General Meeting. The charity endeavours to recruit members from the families who use the facilities provided.

##### Trustee Induction and Training

Quarterly strategic planning and development sessions took place for board members in 2019. These will continue in 2020.

##### Risk Assessment

The directors are continuing to update systems to identify and mitigate the major risks to which the charity is exposed.

#### **Objectives and activities**

The focus of the work on the centre is to provide a range of support to those families and individuals within family units who are vulnerable to social exclusion as a result of factors such as poverty, unemployment, poor housing, relationship breakdown, drug and alcohol problems and health related issues.

# **The Cottage Family Centre**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Directors' Report) *(continued)***

**Year Ended 31 March 2020**

#### **Objectives and activities *(continued)***

##### Organisational Structure

The Board of Directors is responsible for the overall welfare of the organisation and is made up of parents using the service, and volunteers from other walks of life.

A service manager is responsible for the daily running of the centre. The Manager is supported by a full-time Assistant Manager, 1 full-time Children's Service Coordinator, 5 part-time Children's Support Workers, 1 full-time Family Service Coordinator, 5 part-time Family Support Workers, 1 part-time Children's Therapeutic Coordinator, 2 part-time Children's Therapeutic Workers, 1 counsellor, 2 part-time Dad's Project Workers, 1 part time Fundraising Coordinator, 1 part-time administrator, 1 part-time admin assistant and 1 full time admin assistant and 2 part-time cleaner.

#### **Achievements and performance**

This year the directors have produced separate reports into each of the activities undertaken by the charity in order to give the relevant reader fuller insight into the operations and to assist with future funding applications by the charity. These reports are available in addition to this annual report.

#### **Financial review**

The statement of financial activities shows net expenditure for the year of £6,129 (2019: £40,612) and at 31 March 2020 total reserves stand at £587,458 (2019: £593,587) of which £110,991 (2019: £127,847) represent unrestricted funds.

The movements in fixed assets are set out in note 17 to the financial statements.

##### Principal Funding Source

The principal funding sources were Fife Council, Fairer Scotland Fund, Forth One Cash for Kids, The National Lottery Community Fund, Northwood Charitable Trust, R S MacDonald Charitable Trust, Cattanach Charitable Trust, Briggs Marine and fundraising income.

##### Investments

The directors have considered the most appropriate policy for investing funds and have found that maintaining the majority of the funds in an investment account to be the most appropriate.

##### Reserves Policy

The directors have examined the requirements for reserves in light of the main risks to the organisation. They have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the organisation should be between 3 and 6 months of the expenditure.

#### **Plans for future periods**

The Cottage Family Centre will open a new family centre in the Kirkcaldy East area of the town due to an increased demand for support services in this area. This new centre requires extensive refurbishment and the organisation has been actively fundraising for this as well as meeting with businesses who can assist with the refurbishment in kind.

# **The Cottage Family Centre**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Directors' Report) *(continued)***

**Year Ended 31 March 2020**

#### **Trustees' responsibilities statement**

The trustees, who are also directors 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 charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, for that period.

In preparing these financial statements, the trustees are required to:

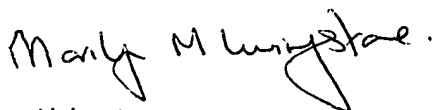
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Small company provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report (incorporating the directors' report) was approved on 7 December 2020 and signed on behalf of the board of trustees by:



Marilyn Livingstone  
Trustee

# **The Cottage Family Centre**

## **Company Limited by Guarantee**

### **Independent Examiner's Report to the Trustees of The Cottage Family Centre**

**Year Ended 31 March 2020**

I report to the trustees on my examination of the financial statements of The Cottage Family Centre ('the charity') for the year ended 31 March 2020.

#### **Responsibilities and basis of report**

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act'), the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006 ('the 2006 Act'). You are satisfied that the accounts of the company are not required by charity or company law to be audited and have chosen instead to have an independent examination.

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 charity's accounts carried out under section 44(1)(c) of the 2005 Act. In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

#### **Independent examiner's statement**

Since the charity is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I can confirm that I am qualified to undertake the examination because I am a registered member of ICAS 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 charity as required by section 386 of the 2006 Act, section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; or
2. the financial statements do not accord with those records or with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006; or
3. the financial statements 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 financial statements 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).

# **The Cottage Family Centre**

**Company Limited by Guarantee**

## **Independent Examiner's Report to the Trustees of The Cottage Family Centre *(continued)***

**Year Ended 31 March 2020**

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.



7 December 2020

Neil Robson B.Sc., C.A.  
Paterson Boyd & Co  
Independent Examiner  
18 North Street  
Glenrothes  
Fife  
KY7 5NA



**The Cottage Family Centre**  
**Company Limited by Guarantee**  
**Statement of Financial Activities**  
**(including income and expenditure account)**  
**Year Ended 31 March 2020**

			2020		2019
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>					
Donations and legacies	5	84,597	1,595	86,192	68,068
Charitable activities	6	116,048	286,806	402,854	370,225
Other trading activities	7	9,523	–	9,523	7,852
Investment income	8	1	–	1	–
<b>Total income</b>		<u>210,169</u>	<u>288,401</u>	<u>498,570</u>	<u>446,145</u>
<b>Expenditure</b>					
Expenditure on charitable activities	9,10	226,105	277,674	503,779	484,921
Other expenditure	12	920	–	920	1,836
<b>Total expenditure</b>		<u>227,025</u>	<u>277,674</u>	<u>504,699</u>	<u>486,757</u>
<b>Net expenditure and net movement in funds</b>		<u>(16,856)</u>	<u>10,727</u>	<u>(6,129)</u>	<u>(40,612)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>127,847</u>	<u>465,740</u>	<u>593,587</u>	<u>634,199</u>
<b>Total funds carried forward</b>		<u>110,991</u>	<u>476,467</u>	<u>587,458</u>	<u>593,587</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 10 to 19 form part of these financial statements.

# The Cottage Family Centre

## Company Limited by Guarantee

### Statement of Financial Position

31 March 2020

	Note	2020 £	2019 £
<b>Fixed Assets</b>			
Tangible fixed assets	17	346,801	365,268
<b>Current Assets</b>			
Debtors	18	3,945	4,872
Cash at bank and in hand		240,954	229,855
		244,899	234,727
<b>Creditors: amounts falling due within one year</b>	19	4,242	6,408
<b>Net Current Assets</b>		240,657	228,319
<b>Total Assets Less Current Liabilities</b>		587,458	593,587
<b>Net Assets</b>		587,458	593,587
<b>Funds of the Charity</b>			
Restricted funds		476,467	465,740
Unrestricted funds		110,991	127,847
<b>Total charity funds</b>	21	587,458	593,587

For the year ending 31 March 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

#### Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The statement of financial position  
continues on the following page.

The notes on pages 10 to 19 form part of these financial statements.

**The Cottage Family Centre**

**Company Limited by Guarantee**

**Statement of Financial Position *(continued)***

**31 March 2020**

These financial statements were approved by the board of trustees and authorised for issue on 7 December 2020, and are signed on behalf of the board by:

A handwritten signature in black ink that reads "Marilyn M Livingstone". The signature is written in a cursive style with a period at the end.

Marilyn Livingstone  
Trustee

The notes on pages 10 to 19 form part of these financial statements.

**The Cottage Family Centre**  
**Company Limited by Guarantee**  
**Notes to the Financial Statements**  
**Year Ended 31 March 2020**

**1. General Information**

The charity is a public benefit entity and a private company limited by guarantee, registered in Scotland and a registered charity in Scotland. The address of the registered office is 29-31 Cawdor Crescent, Kirkcaldy, Fife, KY2 6LH.

**2. Statement of Compliance**

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

**3. Accounting Policies**

**Basis of Preparation**

The Cottage Family Centre meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are prepared in sterling, which is the functional currency of the entity.

**Going Concern**

There are no material uncertainties about the charity's ability to continue.

**Disclosure Exemptions**

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102. As such, advantage has been taken of the following disclosure exemptions available under paragraph 1.12 of FRS 102:

- (a) No cash flow statement has been presented for the company.
- (b) Disclosures in respect of financial instruments have not been presented.

**Judgements and Key Sources of Estimation Uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

# **The Cottage Family Centre**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements *(continued)***

**Year Ended 31 March 2020**

#### **3. Accounting Policies *(continued)***

##### **Fund Accounting**

Funds held by the charity are either:-

- unrestricted general funds, which can be used in accordance with the charitable objectives at the discretion of the directors, or
- restricted funds, which are funds that can only be used for a particular restricted purpose with the objectives of the charity and mainly represents the building from which the charity operates.

##### **Income**

Income from donations and grants, including capital grants, are included in incoming resources when these are receivable, except when donors specify that the donations or grants must be used in future accounting periods, or conditions are imposed, which have to be fulfilled before the charity is entitled to use such income.

##### **Expenditure**

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered, as the charity is not VAT registered.

##### **Operating Leases**

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

##### **Tangible Assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

# **The Cottage Family Centre**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements *(continued)***

**Year Ended 31 March 2020**

#### **3. Accounting Policies *(continued)***

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Buildings	-	straight line over the life of the lease (25 years)
Fixtures and Fittings	-	20% reducing balance
Computer Equipment	-	straight line over 3 years

##### **Impairment of Fixed Assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

##### **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 the carrying value plus accrued interest less repayments. The financing charge to expenditure is at a constant rate calculated using the effective interest method.

##### **Defined Contribution Plans**

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

#### **4. Limited by Guarantee**

The company was formed as a company limited by guarantee without share capital. It remains a company limited by guarantee and continues without share capital. Each member of the company has undertaken to contribute an amount not exceeding £1 towards any deficit arising in the event of the company being placed in liquidation. At the balance sheet date there were 6 members.

# The Cottage Family Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year Ended 31 March 2020

#### 5. Donations and Legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
<b>Donations</b>			
Donations	<u>84,597</u>	<u>1,595</u>	<u>86,192</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
<b>Donations</b>			
Donations	<u>68,068</u>	<u>—</u>	<u>68,068</u>

#### 6. Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Fife Council	116,048	128,540	244,588
Fairer Scotland Fund	—	54,835	54,835
McDonald Trust	—	19,362	19,362
Forth One Cash for Kids	—	9,850	9,850
Cattanach Trust	—	12,000	12,000
North Wood Trust	—	15,000	15,000
Big Lottery	—	47,219	47,219
	<u>116,048</u>	<u>286,806</u>	<u>402,854</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Fife Council	132,063	68,188	200,251
Fairer Scotland Fund	—	54,835	54,835
McDonald Trust	—	19,362	19,362
Forth One Cash for Kids	—	4,000	4,000
Cattanach Trust	—	29,558	29,558
North Wood Trust	—	15,000	15,000
Big Lottery	—	47,219	47,219
	<u>132,063</u>	<u>238,162</u>	<u>370,225</u>

# The Cottage Family Centre

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

Year Ended 31 March 2020

#### 7. Other Trading Activities

	Unrestricted Funds	Total Funds 2020	Unrestricted Funds	Total Funds 2019
	£	£	£	£
Room hire	9,523	9,523	7,852	7,852

#### 8. Investment Income

	Unrestricted Funds	Total Funds 2020	Unrestricted Funds	Total Funds 2019
	£	£	£	£
Bank interest receivable	1	1	—	—

#### 9. Expenditure on Charitable Activities by Fund Type

	Unrestricted Funds	Restricted Funds	Total Funds 2020
	£	£	£
Charitable activities	212,159	277,544	489,703
Support costs	13,946	130	14,076
	<u>226,105</u>	<u>277,674</u>	<u>503,779</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2019
	£	£	£
Charitable activities	213,128	255,779	468,907
Support costs	15,803	211	16,014
	<u>228,931</u>	<u>255,990</u>	<u>484,921</u>

#### 10. Expenditure on Charitable Activities by Activity Type

	Activities undertaken directly	Support costs	Total funds 2020	Total fund 2019
	£	£	£	£
Charitable activities	489,703	6,663	496,366	476,547
Governance costs	—	7,413	7,413	8,374
	<u>489,703</u>	<u>14,076</u>	<u>503,779</u>	<u>484,921</u>



# The Cottage Family Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year Ended 31 March 2020

#### 11. Analysis of Support Costs

	Analysis of support costs	Total 2020	Total 2019
	£	£	£
Governance costs	7,413	7,413	8,374
Legal and professional fees	6,663	6,663	7,640
	<u>14,076</u>	<u>14,076</u>	<u>16,014</u>

#### 12. Other Expenditure

	Unrestricted Funds	Total Funds 2020	Unrestricted Funds	Total Funds 2019
	£	£	£	£
Loss on disposal of tangible fixed assets held for charity's own use	920	920	1,836	1,836

#### 13. Net Expenditure

Net expenditure is stated after charging/(crediting):

	2020	2019
	£	£
Depreciation of tangible fixed assets	46,191	40,980
Loss on disposal of tangible fixed assets	920	1,836
Operating lease rentals	<u>1,552</u>	<u>1,156</u>

#### 14. Independent Examination Fees

	2020	2019
	£	£
Fees payable to the independent examiner for:		
Independent examination of the financial statements	1,110	1,110
Other financial services	6,303	7,264
	<u>7,413</u>	<u>8,374</u>

# The Cottage Family Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year Ended 31 March 2020

#### 15. Staff Costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2020	2019
	£	£
Wages and salaries	316,970	310,865
Social security costs	16,285	16,935
Employer contributions to pension plans	3,921	3,591
	<u>337,176</u>	<u>331,391</u>

The directors received no remuneration in the year and received no reimbursement of expenses from the charity.

In the year under review the insurance policy premium paid includes insurance to indemnify the voluntary directors against the consequences of any neglect or default on their part.

The average head count of employees during the year was 23 (2019: 21). The average number of full-time equivalent employees during the year is analysed as follows:

	2020	2019
	No.	No.
Support	11	10
Administration	1	1
	<u>12</u>	<u>11</u>

No employee received employee benefits of more than £60,000 during the year (2019: Nil).

#### 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 £67,701 (2019:£67,701).

#### 16. Trustee Remuneration and Expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

No trustee expenses have been incurred.

# The Cottage Family Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year Ended 31 March 2020

#### 17. Tangible Fixed Assets

	Buildings £	Fixtures and Fittings £	Computer Equipment £	Total £
<b>Cost</b>				
At 1 Apr 2019	781,459	49,638	19,255	850,352
Additions	–	17,234	11,409	28,643
Disposals	–	–	(4,373)	(4,373)
<b>At 31 Mar 2020</b>	<u>781,459</u>	<u>66,872</u>	<u>26,291</u>	<u>874,622</u>
<b>Depreciation</b>				
At 1 Apr 2019	435,670	36,038	13,376	485,084
Charge for the year	31,258	6,171	8,762	46,191
Disposals	–	–	(3,454)	(3,454)
<b>At 31 Mar 2020</b>	<u>466,928</u>	<u>42,209</u>	<u>18,684</u>	<u>527,821</u>
<b>Carrying amount</b>				
<b>At 31 Mar 2020</b>	<u>314,531</u>	<u>24,663</u>	<u>7,607</u>	<u>346,801</u>
At 31 Mar 2019	<u>345,789</u>	<u>13,600</u>	<u>5,879</u>	<u>365,268</u>

A standard security over the building is held by The National Lotteries Charities Board, 1 Plough Lane, London EC4 1DE.

#### 18. Debtors

	2020 £	2019 £
Trade debtors	3,595	4,399
Prepayments and accrued income	350	473
	<u>3,945</u>	<u>4,872</u>

#### 19. Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	409	1,108
Accruals and deferred income	1,730	2,315
Other creditors	2,103	2,985
	<u>4,242</u>	<u>6,408</u>

# The Cottage Family Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year Ended 31 March 2020

#### 20. Pensions and Other Post Retirement Benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £3,921 (2019: £3,591).

#### 21. Analysis of Charitable Funds

##### Unrestricted funds

	At 1 Apr 2019	Income	Expenditure	At 31 Mar 2020
	£	£	£	£
Unrestricted Fund	<u>127,847</u>	<u>210,169</u>	<u>(227,025)</u>	<u>110,991</u>

	At 1 Apr 2018	Income	Expenditure	At 31 Mar 2019
	£	£	£	£
Unrestricted Fund	<u>150,631</u>	<u>207,983</u>	<u>(230,767)</u>	<u>127,847</u>

##### Restricted funds

	At 1 Apr 2019	Income	Expenditure	At 31 Mar 2020
	£	£	£	£
General Restricted Fund	<u>465,740</u>	<u>288,401</u>	<u>(277,674)</u>	<u>476,467</u>

	At 1 Apr 2018	Income	Expenditure	At 31 Mar 2019
	£	£	£	£
General Restricted Fund	<u>483,568</u>	<u>238,162</u>	<u>(255,990)</u>	<u>465,740</u>

# The Cottage Family Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year Ended 31 March 2020

#### 22. Analysis of Net Assets Between Funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	20,132	326,669	346,801
Current assets	91,660	153,239	244,899
Creditors less than 1 year	(801)	(3,441)	(4,242)
<b>Net assets</b>	<b>110,991</b>	<b>476,467</b>	<b>587,458</b>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Tangible fixed assets	15,021	350,247	365,268
Current assets	114,206	120,521	234,727
Creditors less than 1 year	(1,380)	(5,028)	(6,408)
<b>Net assets</b>	<b>127,847</b>	<b>465,740</b>	<b>593,587</b>

#### 23. Related Parties

For the whole of the financial year the charity was under the control of its directors, who are detailed on page 1 of these financial statements.