

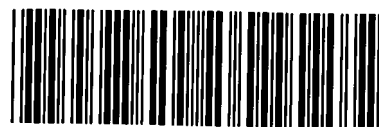
**Registered Charity Number 1110186**

**Company Registered Number 5038314**

**GRASSROOTS (CARDIFF) LIMITED**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018**

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**GRASSROOTS (CARDIFF) LIMITED  
TRUSTEES REPORT  
YEAR ENDED 31 MARCH 2018**

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The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2018.

**INTRODUCTION**

GRASSROOTS (CARDIFF) LIMITED is a registered charity limited by guarantee.

**LEGAL STATUS**

Registered Charity number 1110186

Company registered Number 5038314

**OBJECTIVES OF THE CHARITY**

The company is a registered charity the liability of whose members is limited by guarantee. It is governed by a memorandum and articles of association. The principal object of the company is to provide support, information and guidance to socio-economically deprived young people aged sixteen to twenty-five years old.

The charity is organised so that the Board meet regularly to manage its affairs. There are full time employees, who manage the day to day administration of the charity and further its objectives.

**DEVELOPMENTS, ACTIVITIES AND ACHIEVEMENTS REVIEW**

The board considers that the performance of the Charity this year has been good. Regular meetings have been held by the Trustees and they have been informed about the projects delivered by the organisation and its on-going financial position.

Major developments this year have been the increased attendance of clients accessing all areas of the project and an increased number of female clients making use of our facilities. Issues centring on homelessness and precarious housing situations continue to be a challenge in addition to supporting young parents and those experiencing relationship issues in addition to promoting optimism and resilience to the young people using the Project.

Membership of the Board of Trustees will be reviewed at the next Annual General Meeting where those wishing to step down can, and new trustees can be appointed.

**RISKS POLICY**

The major risk identified by the trustees is the loss of core funding from the City of Cardiff Youth Service, failure to gain external funding and charitable donations, especially in the current economic climate.

**RESULTS**

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

**GRASSROOTS (CARDIFF) LIMITED  
TRUSTEES REPORT  
YEAR ENDED 31 MARCH 2018**

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**THE TRUSTEES**

The Trustees who served the charity during the year were as follows:-

Ms Iona Gordon  
Mr Marco Gil Cervantes  
Mr Dennis Donovan  
Ms Claire Spiller

Dr Howard Williamson  
Ms Kathryn Allen – resigned 14/09/17  
Mr Paul Lewis  
Mr. Phillip Kemplay Hawkins – appointed 23/05/17

**RESPONSIBILITIES OF DIRECTORS**

The trustees (who are also the directors of Grassroots (Cardiff) Limited for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted 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 these financial statements, the trustees are required to;

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees 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.

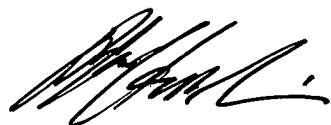
**INDEPENDENT EXAMINER**

A resolution to re-appoint Gordon Down & Company Limited as independent examiner for the ensuing year will be proposed at the Annual Governance Meeting.

**DECLARATION**

This report was approved by the board on 10/12/18

Signed on behalf of the charity's trustees



**P K Hawkins  
Director**

## GRASSROOTS (CARDIFF) LIMITED

### REPORT TO THE MEMBERS OF GRASSROOTS (CARDIFF) LIMITED ON ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018

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I report on the accounts of the charity for the year ended 31 March 2018 set out on pages 4 to 10

#### Respective Responsibilities of Trustees and Examiner

The charity's trustees (who are also directors of GRASSROOTS (CARDIFF) LIMITED for the purpose of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### Basis of Independent Examiners Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on whether the accounts present a 'true and fair view'.

#### Independent Examiners Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the trustees have not met the requirements to ensure that:
  - proper accounting records are kept (in accordance with section 386 of the Companies Act 2006); and
  - accounts are prepared which agree with the accounting records, and comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005);or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed .....  ..... Date 10/12/2018 .....

**L.S. Cohen FCA**  
**Independent Examiner**

**Gordon Down & Company**  
**Accountants**  
**Temple Court**  
**13a Cathedral Road**  
**Cardiff**  
**CF11 9HA**

**GRASSROOTS (CARDIFF) LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES (Incorporating the income and expenditure account)**

**FOR THE YEAR ENDED 31 MARCH 2018**

		Unrestricted	Restricted	Total	
	Notes	Funds	Funds	2018.	2017
		£	£	£	£
<b>Incoming Resources</b>	<b>2</b>				
Voluntary Income		8,909	-	8,909	7,042
Charitable Activities		-	-	-	250
Investment Income		3	-	3	28
<b>Total Incoming Resources</b>		<b>8,912</b>	<b>-</b>	<b>8,912</b>	<b>7,320</b>
<b>Resources Expended</b>	<b>3</b>				
Governance costs		1,215	-	1,215	1,235
Charitable Activities		28,522	-	28,522	27,157
<b>Total Resources Expended</b>		<b>29,737</b>	<b>-</b>	<b>29,737</b>	<b>28,392</b>
<b>Net outgoing/(incoming) resources for the year and net income/(expenditure) for the year</b>		<b>- 20,825</b>	<b>-</b>	<b>- 20,825</b>	<b>- 21,072</b>
<b>Funds brought forward</b>		<b>-</b>	<b>38,062</b>	<b>38,062</b>	<b>59,134</b>
<b>Funds carried forward</b>		<b>- 20,825</b>	<b>38,062</b>	<b>17,237</b>	<b>38,062</b>

# GRASSROOTS (CARDIFF) LIMITED

## BALANCE SHEET AS AT 31 MARCH 2018

		2018		2017
		£	£	£
<b>Current Assets</b>				
Debtors		-		534
Cash at Bank and in Hand		<u>18,389</u>		<u>39,136</u>
		18,389		39,670
<b>Creditors: Amounts falling due within one year</b>	4	<u>1,152</u>		<u>1,608</u>
<b>Net current assets</b>			<u>17,237</u>	<u>38,062</u>
<b>Total assets less current liabilities</b>			<u>17,237</u>	<u>38,062</u>
<b>Net assets</b>	5		<u><u>17,237</u></u>	<u><u>38,062</u></u>
<b>Funds</b>				
General Unrestricted Funds	6		9,237	30,062
Restricted Funds			<u>8,000</u>	<u>8,000</u>
			<u><u>17,237</u></u>	<u><u>38,062</u></u>

The trustees are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies' regime.

These financial statements are approved by the trustees on 10/12/18

And are signed on their behalf by:-

  
P K Hawkins  
Director

The notes on pages 6 to 9 form an integral part of these financial statements.

## GRASSROOTS (CARDIFF) LIMITED

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

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#### 1. Accounting policies

**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.

**Cash flow statement** – The directors have taken advantage of the exemption in Financial Reporting Standard No. 1 from including a cash flow statement on the grounds that the company is small.

**Incoming resources** – All incoming resources are recognised when receivable and when all conditions for receipt have been met. No expenditure has been netted off incoming resources in the Statement of Financial Activities.

**Resources expended** – costs of activities in furtherance of the charity's objects represent those costs incurred directly in connection with charitable activities. Management and administration costs comprise costs associated with managing and administering the charity and include an appropriate apportionment of overheads.

**Funds structure** – Unrestricted funds are those available for general use by the charity. Designated funds are unrestricted funds which have been set aside by the Trustees for specific purposes. Restricted funds are those where imposed restrictions have been placed on their use.

**GRASSROOTS (CARDIFF) LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2018**

**2 Incoming Resources**

	Unrestricted Funds £	Restricted Funds £	2018 Total £	2017 Total £
<b>Voluntary Income</b>				
<b>Grants and Donations</b>				
Grants and Donations	8,909	-	8,909	7,042
	<u>8,909</u>	<u>-</u>	<u>8,909</u>	<u>7,042</u>
<b>Charitable Activities</b>				
General Income	-	-	-	250
	<u>-</u>	<u>-</u>	<u>-</u>	<u>250</u>
<b>Investment Income</b>				
Bank Interest Received	3	-	3	28
	<u>3</u>	<u>-</u>	<u>3</u>	<u>28</u>
<b>Total Incoming Resources</b>	<u>8,912</u>	<u>-</u>	<u>8,912</u>	<u>7,320</u>



**GRASSROOTS (CARDIFF) LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2018**

**3 Resources Expended**

	Unrestricted Funds £	Restricted Funds £	2018 Total £	2017 Total £
<b>Governance Costs</b>				
Professional fees	1,215	-	1,215	1,235
<b>Total Governance Costs</b>	<u>1,215</u>	<u>-</u>	<u>1,215</u>	<u>1,235</u>
<b>Cost of Charitable Activities</b>				
<i>Management &amp; Administration Costs</i>				
Employees & Volunteers	24,312	-	24,312	24,469
	<u>24,312</u>	<u>-</u>	<u>24,312</u>	<u>24,469</u>
<b>Premises Costs</b>				
Building Expenses	859	-	859	500
	<u>859</u>	<u>-</u>	<u>859</u>	<u>500</u>
<b>General Administrative Expenses</b>				
Running Costs	3,352	-	3,352	2,063
	<u>3,352</u>	<u>-</u>	<u>3,352</u>	<u>2,063</u>
<i>Cost of Generating Voluntary Income</i>				
Client Activities & Events	-	-	-	125
	<u>-</u>	<u>-</u>	<u>-</u>	<u>125</u>
<b>Total Cost of Charitable Activities</b>	<u>28,522</u>	<u>-</u>	<u>28,522</u>	<u>27,157</u>
<b>Total Resources Expended</b>	<u>29,737</u>	<u>-</u>	<u>29,737</u>	<u>28,392</u>

**GRASSROOTS (CARDIFF) LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2018**

**4 Creditors: amounts falling due within one year**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Accruals	1,152	1,150
Paye	-	458
	<u>1,152</u>	<u>1,608</u>

**5 Analysis of Net Assets Between Funds**

	<b>Fixed Assets</b>	<b>Net Current Assets</b>	<b>Total</b>
Unrestricted Funds	-	17,237	17,237
Restricted Funds	-	-	-
	<u>-</u>	<u>17,237</u>	<u>17,237</u>

**6 Fund Balances**

	<b>Balances at 31 March 2017</b>	<b>Movement</b>	<b>Balances at 31 March 2018</b>
Unrestricted Funds	30,062	- 20,825	9,237
Restricted Funds	8,000	-	8,000
<b>Total Charity Funds</b>	<u>38,062</u>	<u>- 20,825</u>	<u>17,237</u>

**7 Trustees Remuneration**

No trustees received any remuneration during the year. Travel costs were reimbursed to two trustees.

**8 Staff Costs and Numbers**

	<b>2018</b>	<b>2017</b>
Wages and salaries	24,312	24,469

The average number of employees during the year, calculated on the basis of full-time equivalents, was

4 4

The full time employees, who manage the day to day administration of the charity, are paid directly by the local authority.