

**BERWICK UPON TWEED
COMMUNITY DEVELOPMENT
TRUST LIMITED**

**DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 DECEMBER 2017

**Company Registration No : 05290088
Charity Registration No: 1109088**

***Community Accounting North East CIC
Pinetree Centre
Durham Road
Co. Durham
DH3 2TD***



BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED
COMPANY INFORMATION
REFERENCE AND ADMINISTRATIVE DETAILS

Trustees:	Jan Casson (Chair) Ian Pope Alan Bowlas Monica Burns Ross Weddle Keith Siseman Ann Short John Fisher
Chief Executive Officer:	Julien Lake
Secretary:	Ian Guthrie
Company Number:	05290088
Charity Number:	1109088
Accountants	Community Accounting North East CIC Pinetree Centre Durham Road Birtley Co. Durham DH2 3TD
Business Address and Registered Office	The William Elder Building 56 - 58 Castlegate Berwick - upon - Tweed TD15 1JT
Bankers	Unity Trust Bank Nine Brindleyplace Birmingham B1 2HB
Solicitors	Adam Douglas and Sons 49 - 51 Bridge Street Berwick - upon - Tweed TD15 1ES

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

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Chairman's Opening Statement

One of the excellent tasks as the Chair of Berwick Community Trust, is to review and celebrate the work of the Trust, this celebration and review forms part of our annual accounts.

The Trustees report will describe the various activities carried out by the Trust, which seeks to fulfil our mission statement:

'To help make Berwick upon Tweed a place where each generation will wish to make a home, find meaningful work and enjoy leisure in an outstanding environment '

We are at an exciting point in our development as a Trust, we are growing and changing as we respond to the changes and challenges in our community.

These challenges are significant, and we believe our impact is increasing, we handed out 403 food parcels as opposed to 365 in the previous year. We have seen increased demand for 'Here for You' services, between 2013-2017 there has been 1171 registrations and 644 job outcomes, in that period the service handled 6,371 appointments.

The William Elder Building has never been busier, with more people accessing services provided by us and others, and the investment in our building fabric is supporting this.

The work on the Old Brewery site is progressing well, despite some significant challenges. The Trust is also more involved in the wider town development, through the hosting of the Coastal Communities team, the involvement with and membership of the neighbourhood planning steering group, and housing working group, and through our involvement in the plan to revitalise the Barracks.

BERWICK UPON TWEED COMMUNITY DEVELOPMENT TRUST LIMITED
TRUSTEES' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2017

STRUCTURE 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 85 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. These Directors/Trustees come from a range of business and voluntary backgrounds and offer a broad diversity of skills and experience.

At 31st December 2017 BCT employed 25 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 reports to the Board, and the Chair meets regularly with the Chief Executive Officer to enhance communication between the staff and the board.

GOVERNANCE

Director/Trustee Responsibilities

A Director's/Trustee's main responsibility is to direct work to deliver the charitable outcomes for which BCT was set up, ensuring that it is well-run and securing its solvency.

Under Charity and Company law, the Directors/Trustees have particular responsibilities relating to the finances of the Trust and must prepare financial statements for each financial year. These statements must give a true and fair view of the state of the affairs of the Trust and of its financial activities for that year. The Directors/Trustees are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the provision and detection of fraud and other irregularities.

So far as the Trustees, as Directors, are aware there is no relevant information (information needed by the charitable company's independent examiners in connection with preparing their report) of which the charitable company's independent examiners are unaware. The Directors/Trustees have taken all the steps they ought to have taken in order to make themselves aware of any relevant information and to establish that the charitable company's independent examiners are aware of that information.

Management of Risks

In the past, the Trust have undertaken a full assessment of risks and its business plan and policies were developed to reflect and respond to the issues identified. The principal risks the Trust faces are those arising out of its ownership and operation of The William Elder Building, its role as an employer and its dependence on the variable income from the Folly Farm wind turbine. These and other secondary risks continue to be monitored on a regular basis and a further full review of risks is proposed to be carried out.

BERWICK UPON TWEED COMMUNITY DEVELOPMENT TRUST LIMITED
TRUSTEES' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2017

OBJECTIVES

The Trust's objective has been refined over time and currently is:

To develop projects and Social Enterprises, to build wealth and deliver services for the benefit of the communities of Berwick upon Tweed.

All operational activities are focused upon the public benefit that they can bring to the residents, businesses and visitors to the Berwick area and mostly determine what work will be done as set out in the business plan.

Much of the Trust's work is directed at supporting and developing the local community to ensure long term economic sustainability of both the Trust and community initiatives it instigates and runs. All profits generated through the Trust's economic activities are reinvested back into the community, reinvestment that enables further development of a range of 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 are all members of the local community 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 are held every two months and reports on Trust finances and an update from the Chief Executive Officer are standard items. In addition, one-off reports are produced to update members on relevant matters

REVIEW OF ACTIVITIES FOR 2017

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 high office occupancy levels have been maintained during the year and the Trust continues to actively market the premises.

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In addition to the office space, the building has two fully accessible meeting rooms. The larger room is used by RVS one-day per week in addition to doubling as a conference or meeting room for up to 75 people. The smaller meeting room is 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 faces increased competition from a number of similar venues which offer casual letting of rooms but continues to be successful in attracting new business and is very well used by a wide cross section of local organisations.

Wind Turbine

During 2017 the Wind Turbine generated 2000 Mwh hours of electricity which was broadly in line with the projected output. The resultant income from these outputs was crucial to the Trust's financial stability. There is a danger of over dependence by the Trust on the receipt of this income particularly in a non windy year and, because of this, it is imperative that the Trust holds reasonable balances in it's non restricted funds. An offer was made during the year to buy out the Trust's interest in the turbine and this is being actively considered.

Core Legacy Fund

The Trust set up this fund to offer grants to registered charities, cic's, cio's and constituted community groups in the North East of England to enable communities to benefit from renewable energy. The income for the fund comes from the turbine receipts and 7 applications were awarded in 2017 with grants to the value of £23,400 being given during the year.

Here for You

This project offers a wide range of support opportunities for people seeking employment. This support includes CV writing, interview skills, job searching and application processes. The project is an accredited training Centre with One Awards offering formal training on Employability and Customer Services, as well as being able to provide bespoke training such as for GP reception staff. Here for You is also a UK Online centre offering basic training in IT and the internet. The project continues to provide flexible appointments and has helped 831 individuals secure jobs. Here for You has become a 'go to' project for individuals seeking a variety of support including budgeting , benefit checks, pension checks, on line social housing bidding and form filling of all types. Securing ongoing funding is an ongoing challenge and DWP funding has ceased. The project has been supported by Bernicia as part of their social impact strategy.

Supporting Families

This contract was highly successful, achieving target outcomes with all of the 12 families that we were contracted to work with in the 12 month period. Families gained employment, exclusions of children from school reduced, and significant improvements in behavioural and social attitudes were seen as a direct result of improved parenting and confidence. However the contract has now come to an end as of March 2018 as all VCS organisations contracts came to an end, the work is now being done by Northumberland County Council

Childcare Provision

The Trust continues to act as the staffing agency for childcare provision to Sure Start Centres in North Northumberland, employing 15 members of staff that in turn enable around 200 childcare places each week to be offered to local families. The contract with the County Council to provide this service is of open duration but subject to the Council's annual budget setting process.

Young Carers' Project

A Young Carers Club runs on a Saturday which Trust staff operate for the benefit of children and parents who are experiencing particular difficulties and problems in their respective lives. This provides a critical support to both the children and their parents.

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Food Bank

The food bank continues to be well supported by the community in the form of both food and cash donations. It has support from the major supermarkets in the town with collection points and events being run on their premises. Demand continues to rise with 403 food parcels being handed out in 2017. Every person attending the food bank undergoes an informal discussion to ensure that support mechanisms are in place and appropriate financial support applied for. A budgeting skills session is built into the process for those who present at the food bank on a number of occasions. The Food Bank has strong referral relationships with a wide network of partners including GPs, job centre, NETS (Northumberland Emergency Transition Service- part of the County Council), Citizens Advice Bureau to name a few. A core of volunteers pack and sort donations regularly.

Bernicia Community Development Project

The Trust is working in partnership with Bernicia Housing on a project which enables greater community engagement between themselves and their tenants. The work covers not only the immediate Berwick area but extends to larger towns within the area of the former Berwick Borough Council.

Asset Based Community Development

The Trust received £10,000 of funding to enable grants of £250 to be made to any group of local people wishing to offer new activities or expand their membership. There were 26 successful applications against the fund during 2017 with awards totalling £6,029.

Old Brewery, Tweedmouth

The Trust acquired this grade 2 listed building during 2017. The building has remained unoccupied and unused for many years and the Trust has imaginative plans to return it to use. There is a desperate need in the town for further education premises and the Trust are in detailed discussion with Northumberland College with a view to converting the building into a purpose built college. A number of specialist reports have been carried out on the building and staff and students from the College have been fully engaged in the proposals. Funding applications have been made to assist with the initial outlays and wider capital applications will be made if the project is to progress and be financially viable.

General Community Support and Engagement

During 2017 the Trust was involved in providing varying degrees of support and advice to a number of projects which were being developed in the Town but which were not directly instigated by the Trust. The projects however could potentially make a fundamental difference to the Town and the input of the Trust in their development has been crucial. These have included the Barracks, the Harbour and the Neighbourhood Plan.

FUTURE DEVELOPMENTS AND PLANS

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

- Development of social enterprises and financial security
- Participation 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

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- Operation of the Child Care contract with the County Council
- Greater levels of community engagement.
- Developing the Old Brewery Project
- The operation, further development and refurbishment of the William Elder Building.

Results for the Year

The overall income of the Trust during the period was £571,297 (2016 £458,797) with expenditure of £529,129 (2016 £430,061) 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 £328,148 (2016 £259,430) of which £285,000 (2016 £230,000) is represented by Tangible Assets and £43,148 (2016 £29,430) is represented by the unspent money in the specified projects. £205,433 (2016 £176,983) is held as unrestricted and designated funds carried forward for use by the Trust.

Bearing in mind that a) the turbine produces about two thirds of the Trust's unrestricted income, b) the irregular nature of this income because of variations in the wind and c) the Trust's principle asset of the William Elder Building needing some major repair/remedial work, it is essential that the Trust has considerable balances to ensure that it continues to operate in a planned and structured manner.

EMPLOYEES AND VOLUNTEERS

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.

EXEMPTIONS

This report is prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

This report was approved by the Board on the 10th September 2018 and signed on its behalf by:



Jan Casson

Chair - On behalf of the Directors/Trustees

Accountant / Independent Examiner's Report

I report on the accounts of the Berwick upon Tweed Community Development Trust Limited
for the period ended 31st December 2017

Respective Responsibilities of Trustees and Examiner

The trustees of the charity are responsible for the preparation of accounts; they consider that the audit requirement under section 144 of the Charities Act 2011 does not apply. I have been appointed under the Charities Act 2011 and report in accordance with the regulations made under section 145 of that Act. It is my responsibility to examine the accounts and statement, without performing an audit, and to report to the trustees.

Basis of Examiner's Statement

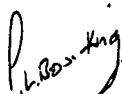
This report is in respect of an examination carried out under the directions of Charities Act 2011 and in accordance with the directions given by the Charity Commissioners, an examination includes a review of the accounting records kept by the charity trustees and a comparison of the accounts presented with those records. It also includes a review of the accounts and making such enquiries as are necessary for the purpose of this report. The procedures undertaken do not constitute an audit.

Examiner's Statement

Based on my examination, no matter has come to my attention which gives me reasonable cause to believe, that in any material respect, accounting records have not been kept in accordance with section 130 of the Charities Act 2011. or that the accounts presented do not accord with those records or comply with the accounting requirements of the Companies Act 2006. No matter has come to my attention in connection with my examination to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts.

In my opinion, the accounts are in agreement with the accounting records kept by the company , and have regard only to, and on the basis of, the information contained in those accounting records, those accounts have been drawn up in a manner consistent with the provisions of this Act specified, so far as is applicable to the company.

In my opinion, having regard to and on the basis of, the information contained in the accounting records kept by the company, the company as a charity satisfied the requirements of the Act for the financial year.



Paul Brown-King FCCA
Independent Examiner

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STATEMENT OF FINANCIAL ACTIVITIES/INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2017

				Building	Other	
	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Restricted Funds £	
Incoming Resources						
Voluntary Income	2	111,303	29,702	0	60,498	2
Activities from generating funds	3	114,695		0	255,099	3
Investment income		0				
Total Incoming Resources		225,998	29,702	0	315,597	5
Resources Expended						
Charitable Activities	5	193,225	28,759	0	301,879	5
Governance Costs	6	5,266			0	
Total Resources Expended		198,491	28,759	0	301,879	5
Net Income/(Expenditure) for the Year		27,507	943	0	13,718	
Transfer between Funds		0	0	0	0	
Net Income/(Expenditure) after Transfers		27,507	943	0	13,718	
Revaluation of Building				55,000		
Fund balances brought forward at 1st January 2017		136,860	40,123	230,000	29,430	4
Fund balances carried forward at 31st December 2017		164,367	41,066	285,000	43,148	5

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BALANCE SHEET AS AT 31ST DECEMBER 2017

	Notes	2017		2016	
		£	£	£	£
Fixed Assets					
Tangible Fixed Assets	10		438,461		230,257
Current Assets					
Debtors	11	53,719		58,574	
Investments	12			0	
Cash at bank and in hand		152,926		236,018	
		<u>206,645</u>		<u>294,592</u>	
Creditors amounts falling due within one year					
Creditors and accrued charges	13	<u>111,525</u>		<u>88,436</u>	
Net Current Assets/Total Assets Less Current Liabilities			95,120		206,156
Net Assets			<u><u>533,581</u></u>		<u><u>436,413</u></u>
Represented By:					
Unrestricted Funds		164,367		136,860	
Designated Funds		<u>41,066</u>		<u>40,123</u>	
			205,433		176,983
Restricted Funds			328,148		259,430
Total Funds			<u><u>533,581</u></u>		<u><u>436,413</u></u>


In the directors' opinion the company was not entitled under section 477 of the Companies Act 2006 to exemption from the audit of its accounts for the year ended 31st December 2017. No member of the company has deposited a notice under section 476 requiring an audit of these accounts

The directors are responsible for ensuring the company keeps accounting records which comply with section 386 of the act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of each financial year in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts so far as applicable to the company.

The financial statements are prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The financial statements were approved by the Board on 10th September 2018

And signed on its behalf by



Jan Casson, Chair of Trustees

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017

1. Statement of Accounting Policies

Basis of Preparation

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" published in March 2005 and applicable accounting standards.

The charity has availed itself of Paragraph 3 (3) of Schedule 4 of the Companies Act and adapted the Companies Act formats to reflect the special nature of the charity's activities.

Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Donations and Grants

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows :-

- a) When donors specify that donations and grants given to the charity must be used in a given period and are not so used, the excess is included in creditors.
- b) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

Resources Expended

All expenditure is accounted for on an accruals basis and has been classified under appropriate headings. Where costs cannot be directly attributed to particular headings they have been allocated to those headings on a basis consistent with the use of the resources. Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Depreciation of Tangible Fixed Assets

Individual items are capitalised at cost, where purchase exceeds £500

Depreciation is provided using the following annual rates in order to write off each asset over its useful life, commencing from the date that the asset is brought into use.

Land and Buildings	Nil
Office equipment	25% straight line
Plant and Machinery	25% straight line

Capital items purchased for one off events, with limited use or value after these events, are fully written off at the end of the event

All assets are reviewed for impairment and written down to the recoverable amount, where necessary

Although the financial statements require the annual depreciation of fixed assets, freehold buildings were not depreciated. The members believe that the policy of not providing depreciation is necessary in order for the accounts to give a true and fair view.

Taxation

The company is a registered charity and its income is not liable to Corporation Tax.

Cash Flow

The accounts do not include a cash flow statement because the company, as a small reporting entity, is exempt from the requirements to prepare such a statement under Financial Reporting Standard 1 "Cash flow statements".

Investments

Current assets investments are stated at the lower of cost and net realisable value

Going Concern

After considering all aspects of the Trust, the trustees have a reasonable expectation the Trust has adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the annual report and accounts

Group Accounts

The financial statements present information about the company as an individual company and not about its group. The company has not prepared group accounts as it is exempt from the requirement to do so by section 405 of the Companies Act 2006 as its subsidiary is entitled to be excluded from consolidation

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017

2. Voluntary income: Grants and donations

	Restricted Funds £	Designated / Unrestricted Funds £	Total 2017 £	Total 2016 £
Northumberland County Council		2,500	2,500	5,275
Coastal Communities Fund	40,000		40,000	0
BBH	10,200		10,200	20,000
Berwick CoRE Ltd		125,468	125,468	118,763
Other Sponsorships / Donations	199	4,608	4,807	930
Other Grants	10,099	8,429	18,528	7,488
	60,498	141,005	201,503	152,456

3 Other Income

	Restricted Funds £	Designated / Unrestricted Funds £	Total 2017 £	Total 2016 £
Activities for generating funds:				
- Northumberland County Council	231,539		231,539	204,524
- Programme and ticket sales/ admittances			0	0
- Rentals and casual lettings		41,589	41,589	37,860
- Service charges		11,010	11,010	10,124
- Child Care Agency Fee		16,096	16,096	13,229
- Staff time reimbursed	23560	26,376	49,936	28,026
- Other Income		19,624	19,624	12,439
	255,099	114,695	369,794	306,202

Investment income

- Bank Interest		0	0	139
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571,297 0

- UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017

Resource by Activity

Fund		Balance 31/12/2016 £	Incoming Resources £	Expenditure in year £	Revelautions end of year £	Balance 31/12/2017 £	Unrestricted General £	Unrestri Design: £
Restricted Funding - Projects								
Childcare Services		0	231,539	(231,539)		0		
Coastal Communities	Restricted	0	40,000	(22,946)		17,054		
Safe Steps	Restricted	7,284	0			7,284		
Evening Playworkers	Restricted	0	5,759	(5,759)		0		
Contract Ready	Restricted	2,677		(2,677)		0		
Supporting Families	Restricted	4,212	18,100	(18,313)		3,999		
Three Fields	Restricted	296				296		
BBH Community	Restricted	9,161	10,200	(13,616)		5,745		
Jubilee Spital	Restricted	4,000				4,000		
Asset Based Com	Restricted	1,800	9,999	(7,029)		4,770		
Designated Funding - Projects								
Core Legacy	Designated	29,091	25,094	(25,104)		29,081		2
Food Bank	Designated	1,032	4,608	(3,655)		1,985		
Repairs	Designated	10,000				10,000		1
General Funds / Running costs								
General Fund	Unrestricted	128,660	189,443	(153,815)		164,288	164,288	
Here for you	Unrestricted	8,200	36,555	(44,676)		79	79	
Building Fund								
William Elder	Restricted	230,000			55,000	285,000		
		436,413	571,297	(529,129)	55,000	533,581	164,367	4

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017

5 Analysis of Charitable Expenditure

	Restricted Funds £	Designate / Unrestrict Funds £	Total 2017 £	Total 2016 £
Depreciation: Charge for the year		1,427	1,427	1,748
Venue Hire	0	0	0	0
Programmes and advertising	0	0	0	0
Repairs and refurbishment	82	16,680	16,762	23,762
Rent and service charge	5,850	6,632	12,482	18,772
Direct administration costs	295,947	196,713	492,660	377,676
Equipment costs		532	532	2,836
	<u>301,879</u>	<u>221,984</u>	<u>523,863</u>	<u>424,794</u>

	Restricted Funds £	Designate / Unrestrict Funds £	Total 2017 £	Total 2016 £
6 Governance costs				
Audit Fee		500	500	500
Other governance costs		4,766	4,766	4,766
	<u>0</u>	<u>5,266</u>	<u>5,266</u>	<u>5,266</u>

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017****7 Staff costs and numbers**

The average number of full time equivalent employees (including casual or part time staff) during the year was as follows:

	2017 Number	2016 Number
Project work and office staff	6	6
Childcare services staff	12	12
	<u>18</u>	<u>18</u>
	2017 £	2016 £
Gross wages and salaries	313,411	277,686
Redundancy	0	0
Pension contributions	8,982	2,170
Employer's National Insurance Costs	32,187	25,835
	<u>354,580</u>	<u>305,691</u>

No employees had emoluments in excess of £60,000 (2016 Nil)

The cost of volunteers is not accounted for in these accounts

8 Trustees Remuneration

The trustees neither received nor waived any emoluments during the year (2016 £Nil)

9 Related party transactions

All transactions are carried out on an 'arms length' basis'

The Trust is a director and controlling shareholder of Berwick CoRE Ltd.

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017

10. Fixed Assets	Land and Building Freehold £	Office Equipment £	Plant and Machinery £	Total £
Cost				
At 01/01/2017	511,126	16,295	6,992	534,413
Additions	149,950	4,681	0	154,631
Revaluation	55,000			55,000
Disposals	0	0		0
At 31/12/17	<u>716,076</u>	<u>20,976</u>	<u>6,992</u>	<u>744,044</u>
Depreciation				
At 01/01/2017	281,126	16,295	6,735	304,156
Charge for year	0	1,170	257	1,427
Disposals	0	0		0
At 31/12/17	<u>281,126</u>	<u>17,465</u>	<u>6,992</u>	<u>305,583</u>
Net Book Value				
At 31/12/17	<u>434,950</u>	<u>3,511</u>	<u>0</u>	<u>438,461</u>
At 31/12/16	<u>230,000</u>	<u>0</u>	<u>257</u>	<u>230,257</u>

Land and buildings are included in the financial statements at their open market value. Land and Buildings were revalued at February 2011, and March 2018 by external valuers Edwin Thompson LLP. The Trustees have considered the market valuations of the Land and Buildings at 31st December 2017 and consider them to be in line with the external valuation undertaken by Edwin Thompson LLP.

11. Debtors	2017 £	2016 £
Debtors	11,767	13,011
Amount owed by participating interest	37,500	37,500
Prepayments and accrued income	4,452	2,298
	<u>53,719</u>	<u>52,809</u>

BERWICK - UPON - TWEED COMMUNITY DEVELOPMENT TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017

12 Current asset investments

	2017	2016
	£	£
Investment in subsidiary undertakings	<u>0</u>	<u>0</u>

Holdings of 20% or more

The charitable company holds 20% or more of the share capital of the following companies:

Company	Country of Incorporation	Share Class	Share Holding
Berwick CoRE Ltd.	United Kingdom	Ordinary	100%

13 Creditors:- amounts falling due in less than one year

	2017	2016
	£	£
Trade creditors	4,766	4,166
Accruals and deferred income	106,759	84,270
	<u>111,525</u>	<u>88,436</u>

14 Analysis of net assets between funds

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Tangible Fixed Assets	149,950		288,511	438,461
Debtors	46,219	7,500		53,719
Investments				0
Cash at Bank and in Ha	(16,409)	33,566	135,769	152,926
Current Liabilities	(15,393)		(96,132)	(111,525)
Net Assets as at 31st Dec. 2017	<u>164,367</u>	<u>41,066</u>	<u>328,148</u>	<u>533,581</u>

15 Ultimate controlling party

The company is controlled by the directors as trustees