



ANNUAL REPORT 2015 – 2016



“Working with rural communities for a better future”

Northamptonshire ACRE is a registered charity (No. 1080038)
And a Company limited by guarantee (No. 03937576)

Mission Statement

Northamptonshire ACRE, an independent charitable organisation, works with rural communities to improve their quality of life, especially for the disadvantaged. We help rural communities to help themselves, to value diversity and to work to create a vibrant, sustainable future.

Strategic Aims

- To encourage and support community-led planning such as neighbourhood plans and rural community action.
- To facilitate the identification of rural needs, particularly for the disadvantaged through community consultation and engagement
- To raise awareness of rural issues, lobby and influence policy
- To support the provision of affordable, accessible rural services
- To work in partnership with others, encouraging co-operation and influencing the allocation of resources
- To monitor our performance and provide value for money to our funders

Board of Directors
Northamptonshire ACRE
(Action with Communities in Rural England)

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THE OFFICIALS OF NORTHAMPTONSHIRE ACRE

Northamptonshire ACRE (Action with Communities in Rural England) is an independent voluntary organisation, registered charity (**no. 1080038**) and company limited by guarantee (**no. 3937576**) working to support rural communities and community groups throughout the County.

President

David Laing, Lord Lieutenant for Northamptonshire

Vice-Presidents

The Right Reverend Donald Allister Bishop of Peterborough
Lord Boswell of Aynho
Canon Paul Rose
Mr Gordon Shorley
Mr Jeffrey Greenwell

Treasurer

Mr George Hook

Independent Examiners

Messrs Jervis and Partners

Board of Directors

Chair

Mr Gareth Lugar-Mawson

Vice-Chairs

Mr Ken Christy and Mr George Hook

Members

Mr Bernard Lock, Mr David Powell, Mr Kazeem Salawu,
Mr Hugh Walmsley (appointed 27th October 2015)

Observers

From District & Borough Local Authorities and Voluntary Sector Agencies

Bankers

Yorkshire Bank plc

Principal Address

The Hunsbury Hill Centre, Harksome Hill, Northampton. NN4 9QX

Telephone (01604) 765888

Email: acre@northantsacre.org.uk

Website: www.northantsacre.org.uk

THE STAFF OF NORTHAMPTONSHIRE ACRE

Chief Executive

Elaine O'Leary

Rural Wellbeing Service (Lottery funded)

Wellbeing Fieldworker

Linda Hook

Wellbeing Administrator

Gill Correa (appointed 2nd June 2015)

Village Halls Adviser

Frances Harris

Rural Officer

Elaine O'Leary

Administration Officer

Sarah Clarke

Site Caretaker

James Davidson (appointed 1st April 2015)

Hunsbury Hill Centre Ltd.

Events Team Manager

Louis Wright (resigned 12th June 2015)
Elaine O'Leary (appointed 12th June 2015)

Events Co-Ordinator

Sarah Clarke

VOLUNTEERS WITH NORTHAMPTONSHIRE ACRE

Site Maintenance

Pathways (ROSE Project)
Members of National Citizens Service

Best Village Volunteers

Best Village Competition Co-ordinator

Barron Walton
Village of the Year Judges

INTRODUCTION

“Working with rural communities to improve the quality of life for all”

Northamptonshire ACRE (Action with Communities in Rural England) is a countywide, independent charitable organisation.

We work with rural communities to improve their quality of life, especially with the disadvantaged.

We're one of 38 Rural Community Councils working across England, which makes up the ACRE network. Our national body, ACRE works to make sure that government bodies listen to the needs and voices of rural communities.

Our focus is on:

- ✓ Community development and engagement. If a village or parish wants to carry out any form of community planning, ACRE is there to help and advise. This includes assisting groups with accessing funds for projects.
- ✓ Working with local communities to reduce rural isolation and vulnerability. We help make life more affordable for those living in rural areas. We help to deliver improved services for these communities. This can be through better communications links, strong community facilities or more accessible education and health services.
- ✓ Supporting and advising rural community groups on a wide range of issues and encourage local action and participation in decision-making.
- ✓ Ensuring the interests of people living in rural Northamptonshire are taken into account in policy making and strategic planning affecting the County by effective campaigning.

We are based at the Hunsbury Hill Centre, a beautiful eighteen century farm complex situated in 13 acres of woodland and gardens. The Barns at Hunsbury Hill is our trading arm and offers facilities for conferences and social events, including civil weddings and receptions. All surplus generated by the Barns comes back into the charity to support our work.

Northamptonshire ACRE's aims and objectives are:

- To support and assist with community planning, in particular Neighbourhood Plans.
- To facilitate the identification of local needs through community consultation and engagement
- To advise on funding and funding applications
- To advise on community facilities, rural transport, services and affordable housing.
- To be a strong voice in fighting fuel poverty through our Bulk Oil buying scheme and Green Infrastructure work
- To inform rural communities about new legislation that might affect them.
- To lobby at local and national level to raise awareness of local issues and campaigns

- To give training across a range of services
- To be a strong voice in strategic planning
- To help rural groups to increase co-operation and partnerships across services
- To keep local authorities up-to-date regarding rural issues

Application of Funds

The core rural work undertaken by Northamptonshire ACRE is funded from several sources including from DEFRA (through national ACRE), consultancy and membership work, from project income (management/overheads/support fees) and donations from the charity's trading arm. These funds are used to raise awareness of issues affecting people living in rural communities throughout the county and supporting community groups, including village hall committees and parish councils, on issues relating to sustainable development, transport, fund-raising and rural service provision.

Under restricted funds are the income and expenditure relating to a number of specific projects including the Community Website training, the Big Lottery funded Rural Wellbeing Service and Best Village Competition.

Assets

Northamptonshire ACRE's key asset is the Hunsbury Hill Centre. The Centre provides office accommodation for Northamptonshire ACRE's staff. It provides the community and us with an affordable and unique setting in which to host events.

COMMUNITY WORK

Northamptonshire ACRE works across many areas that help to support a rural community. Throughout the year we continued to provide guidance and support around the different types of community planning including Neighbourhood Plans, helped two villages to start the process of developing community shops and advised on many other issues such as rural broadband, community transport and energy measures. Two examples of just a few of the services we provide to support rural communities are detailed below.

Community Facilities Advisor

Our Community Facilities Advisor has continued to support our members with invaluable information about the numerous legislative and constitutional issues that affect Community Halls, as well as providing advice and assistance to Management Committees.

Over the year, there have been approximately 63 enquiries mostly from village halls and community centres but some also from church halls, playing fields and parish councils. The top 4 queries were around a review of governing documents, request for ACRE's model documents, queries on health and safety including fire safety and HR issues.

Some examples of how our Community Facilities Advisor (CFA) has helped our members are as follows:

- One village hall trustee asked for advice about their governing document, which required a review. The CFA met the trustee and advised on a number of issues including (1) amending representative organisations; (2) management committee composition (i.e. proportion of elected, co-opted and representative trustees); (3) trustee eligibility; (4) appointment of officers; (5) record keeping; (6) licensing. The hall was then provided with a model hire agreement.
- A Church Hall committee and Parish Council were given advice about converting the church hall into a community hall. Following this the committee has decided to go ahead with the conversion and the CFA has provided guidance in relation to the PCC's application to the Charity Commission for an Albermarle Scheme to convert. She has also provided help and guidance for the new community hall charity advice about forming a committee, registering as a CIO and so on. The CFA continues to support this group.
- An ageing hall committee (by their own admission) are struggling in the absence of new people willing to volunteer to become trustees. As they do not use email the CFA has been advising them in person and by phone and letter. Initially the contact was sparked by the neighbourhood plan being spearheaded by the Parish Council in the village and which included plans for the village hall. While advising them, the CFA discovered their Charity Commission return was 250 days overdue and unfortunately their treasurer, who had left without notice and without handing over any paperwork, was the only trustee with the charity's Charity Commission online password. In addition the hall's land is unregistered and this was contributing to the trustees' worries about the Parish Council plans for developing the site. On the CFA's advice, the committee prioritised completing the annual return, which has now been filed with the Charity Commission. They have also been given information about the role of the Custodian Trustee; the action to take with regard to the former treasurer; been offered help on starting the process of registering the land; (4) had outlined how they could appoint the Official Custodian to act as their Custodian Trustee.

As can be seen with just these three examples the Community Facilities Advisor deals with a wide range of queries but is able to provide invaluable support and guidance that is greatly appreciated by our members.

Rural Wellbeing Service



Northamptonshire ACRE's lottery funded Rural Wellbeing Service, which started in March 2015, has had a very successful year. It has made many positive contributions to helping the lives of older people in rural



Northamptonshire by giving support and advice on a wide range of issues as well as initiating new social activities. These activities have helped to reduce the isolation and loneliness that is often felt by those living in

rural areas where access to amenities and opportunities for socialising can be limited.

The success of our Service depends on visiting villages in the County with our information bus, working in partnerships with other service providers and organisations, valuing the work of our volunteer Good Neighbours and the promotion of the service. This year we have been successful in all these areas and as a result of this and the growing needs for our service, we brought forward our original plans for a second fieldworker in 2017 and now have two fieldworkers out and about in the County .



Our information bus (seen here) was out and about in villages in the County for over 30 weeks during the year visiting either fortnightly or monthly. During the year we visited nearly 20 different villages and had nearly 350 visitors. We were able to give them much needed advice and information.

As part of the Lottery funded project, we have been recruiting volunteers to become Good Neighbours. All our volunteer Good Neighbours are friendly, caring individuals who live in rural areas and who are able to respond to those in their village looking for help and advice. They have also embraced the challenges of finding ways to address the isolation and loneliness of some of the older people in their village. This has resulted in a number of groups and clubs being opened and which are doing very well:

- A new Friendship Group in Old Corby village, run on a monthly basis by two of our Good Neighbours. A social group for mainly older people in the area but anyone is welcome to join them for tea and cakes and to listen to one of their speakers or join in a planned activity. They meet monthly on Tuesdays in St John's Church Hall from 1.30pm to 3pm.
- A new weekly Friday café meeting in Collyweston Village Hall from 10.30am to 1pm where tea, coffee and cakes are available. There is a new parent and tots group meeting there at the same time and this has meant both groups are able to interact with each other and benefit from the exchange.
- The Brigstock Gentlemen's Club has been set up to get retired men together to socialise. The Club meets in the Three Olde Cocks in Brigstock every Monday morning from 10.30am. This has been a great success and they are already planning trips out together!
- An older persons club in Crow Hill, Irthlingborough, which sadly had come to an end last year, was restarted by one of our fieldworkers and a member of the Irthlingborough Town Council. The new club called the "Fettledene Afternoon Club" is now up and running fortnightly on Thursday afternoons from 2pm to 4pm in the Community Centre in Crow Hill.

None of these groups would have existed if it had not been for the Wellbeing Service, the two fieldworkers who go around with the information bus and our wonderful Good Neighbour volunteers.

REVIEW OF TRANSACTIONS AND FINANCIAL POSITION

Aims and Objectives

Northamptonshire ACRE is a company limited by guarantee (company number 3937576) and registered charity (charity number 1080038).

Northamptonshire ACRE's aims and objectives are:

- To support and assist with community planning, in particular Neighbourhood Plans.
- To facilitate the identification of local needs through community consultation and engagement
- To advise on funding and funding applications
- To advise on community facilities, rural transport, services and affordable housing.
- To be a strong voice in fighting fuel poverty through our Bulk Oil buying scheme and Green Infrastructure work
- To inform rural communities about new legislation that might affect them.
- To lobby at local and national level to raise awareness of local issues and campaigns
- To give training across a range of services
- To be a strong voice in strategic planning
- To help rural groups to increase co-operation and partnerships across services
- To keep local authorities up-to-date regarding rural issues

Northamptonshire ACRE has a strategic business and implementation plan, which is reviewed and revised regularly.

The reviews look at the success of each key activity carried out by the charity and the benefits they have brought to the groups of people with whom we work. These reviews also help us ensure that our aims, objectives and activities remain focused on our stated purposes. We have referred to the guidance contained in the Charity Commissions General Guidance on Public Benefit when carrying out our review and in planning our future activities.

The main activities and achievements of the charity from April 2015 to March 2016 are detailed in the 2015 – 2016 Annual Report, which is available to download from our website: <http://northantsacre.org.uk/>.

Recruitment of Trustees

Northamptonshire ACRE has an established process for the recruitment, appointment, induction and training of new trustees. There is trustee documentation specific to recruitment and appointment. Each new trustee is provided with a Board and Senior Officer mentor along with a comprehensive trustee handbook.

Application of Funds

The core rural work undertaken by Northamptonshire ACRE is funded by funding from DEFRA (through national ACRE), consultancy and membership work, from project income (management/overheads/support fees) and donations from the charity's trading arm. These funds are used to raise awareness of issues affecting people living in rural communities throughout the county and supporting community groups, including village hall committees and parish councils, on issues relating to sustainable development, transport, fund-raising and rural service provision.

Under restricted funds are the income and expenditure relating to a number of specific projects including the Community Website training and the Big Lottery funded Rural Wellbeing Service.

The breakdown of unrestricted expenditure between cost of generating funds, charitable activities and governance costs is based initially on the nature of the expense and whether it falls directly in to one of these categories. Should it fall across several categories it is allocated based on either an individual staff member's percentage allocation or the overall staff percentage allocation.

Assets

Northamptonshire ACRE's key asset is the Hunsbury Hill Centre. The Centre provides office accommodation for Northamptonshire ACRE's staff. It provides the community and us with an affordable and unique setting in which to host events. The Centre was professionally revalued as at 31st March 2013 at £510,000 and will again be professionally revalued in 2018.

Reserves Policy

The Board established a policy where the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the charity should ideally be approximately three months of the resources expended.

Due to the continuing economic situation we have found ourselves in, reserves have been applied to supporting the service delivery activities of the charity, as previously it has proved more difficult to secure additional funding from key providers.

As at 31st March 2016 the General Fund was in surplus by £59,332. This stands in comparison to the General Fund 2014-15 figure, which had a deficit of £61,235 as at 31st March 2015. It has been many years since the charity has had such a positive general reserve balance and is a testament to the hard work and effort from all the staff and trustees of Northamptonshire ACRE and the trading arm, the Hunsbury Hill Centre Ltd.

Risk Management

Northamptonshire ACRE has conducted its own review of the major risks to which the charity is exposed and has put in place a Risk Management Policy and systems devised to mitigate those risks. External risks to funding have been mitigated by diversification of funding and activities including a robust

approach to discussions with funders with the aim of covering infrastructure costs i.e. full cost recovery. Internal risks are minimised by the devising and implementing of procedures for authorisation of all transactions and projects. These procedures ensure consistent quality of delivery for all operational aspects of the charitable company as well as the refinement and improvement of Human Resources and Health and Safety policies. The procedures and policies are periodically reviewed to ensure that they still meet the needs of the charity.

Accounting Policies

These accounts have been prepared in accordance with the Charity Commission's Accounting and Reporting by Charities Statement of Recommended Practice (FRSSE 2015).

Financial Dependence

The key funders of Northamptonshire ACRE's core unrestricted activities are DEFRA, Northamptonshire County Council, Parish and Community Facilities members.

Independent Examination

A resolution proposing that Jervis & Partners be re-appointed to conduct an independent examination of the Charity was passed at the Annual General Meeting.

Approval

This report was approved by the Board of Directors on 16th November 2016 and signed on their behalf:



Gareth Lugar-Mawson
Chair

INDEPENDENT EXAMINER'S REPORT TO THE DIRECTORS OF NORTHAMPTONSHIRE ACRE

We report on the accounts of Northamptonshire ACRE for the year ended 31st March 2016, which are set out on pages 14 to 25.

Respective responsibilities of directors and examiner

The directors (who are also the trustees of the charitable company) are responsible for the preparation of the accounts. The directors consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charities gross income exceeded £250,000 and we are qualified to undertake the examination by virtue of being a qualified member of the Institute of Chartered Accountants in England and Wales.

Having satisfied ourselves that the charitable company is not subject to audit under company law and is eligible for independent examination, it is our responsibility to:

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

Basis of independent examiner's report

Our 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 charitable company 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 directors concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- 1 which gives us reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of

Recommended Practice: Accounting and Reporting by Charities (FRSSE 2015).

have not been met; or

- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

STATEMENT OF THE BOARD OF DIRECTORS RESPONSIBILITIES

The directors (who are also trustees of Northamptonshire ACRE) are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRSSE 2015);
- 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 directors are responsible for keeping adequate 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. 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.

By order of the Board of Directors



Gareth Lugar-Mawson
Chair

**STATEMENT OF FINANCIAL ACTIVITIES 2015-2016
(incorporating an Income & Expenditure Account)**

	Note	2015/16			2014/15
		Unrestricted Funds	Restricted Funds	Total	Total
		£	£	£	£
Income					
From Generated Sources					
Hunsbury Hill Centre		51,543	0	51,543	17,340
Generated income		12,348	0	12,348	19,143
Office Accommodation		4,400	0	4,400	4,900
Donations		75,035		75,035	
		<u>143,326</u>	<u>0</u>	<u>143,326</u>	<u>41,383</u>
From Charitable Activities	3	55,044	65,940	120,984	95,146
Total Income		198,370	65,940	264,310	136,529
Expenditure					
Cost of Generating Funds					
Hunsbury Hill Centre		16,251		16,251	14,845
Fundraising & Publicity		32,503		32,503	29,691
		<u>48,754</u>	<u>0</u>	<u>48,754</u>	<u>44,536</u>
Charitable Activities		4,306	44,449	48,754	44,536
Other Costs		32,503		32,503	29,691
Total Expenditure	4	85,563	44,449	130,012	118,762
Net Income before transfers		112,807	21,491	134,298	17,767
Transfers between Funds		7,760	(7,760)	0	0
Net Income after transfers		120,567	13,731	134,298	17,767
Other Recognised Gains / (Losses)					
Unrealised gain on property valuation		0		0	0
Net Movement in Funds		120,567	13,731	134,298	17,767
Total Funds Brought forward prior year	9	378,585	45,202	423,787	406,020
Total Funds carried forward at year-end		499,152	58,933	558,085	423,787

BALANCE SHEET

As at 31st March 2016

		Note	As at 31/3/16 £	As at 31/3/15 £
Fixed Assets				
	Tangible Fixed Assets	6	510,000	511,031
	Investment in Subsidiary	6	1	1
			<u>510,001</u>	<u>511,032</u>
Current Assets				
	Debtors	7	75,268	0
	Short Term Deposits		4,342	4,323
	Cash at Bank & in Hand		61,914	32,534
			<u>141,524</u>	<u>36,857</u>
	Liabilities: amounts falling due within one year	8	65,819	62,575
	Net Current Assets / (Liabilities)		<u>75,705</u>	<u>(25,718)</u>
	Total assets Less Current liabilities		<u>585,706</u>	<u>485,313</u>
	Liabilities: amounts falling due after one year	8	(27,621)	(61,526)
	Total Net Assets		<u>558,085</u>	<u>423,787</u>
Funds				
	Unrestricted - General	9	59,332	(61,235)
	Unrestricted - Capital	9	439,820	439,820
	Total Unrestricted		<u>499,152</u>	<u>378,585</u>
	Restricted	9	58,933	45,202
	Total funds		<u>558,085</u>	<u>423,787</u>

BALANCE SHEET (CONTINUED)

The directors' statements required by Section 475(2) and (3) are shown below, which form part of this balance sheet.

In approving these financial statements as directors of the charitable company we hereby confirm:

- (a) That for the year stated above the charitable company was entitled to the exemption conferred by Section 477 of the Companies Act 2006;
- (b) That no notice has been deposited at the registered office of the charitable company pursuant to Section 476 requesting that an audit be conducted for the year ended 31st March 2016; and
- (c) That we acknowledge our responsibilities for:
 - a. Ensuring that the charitable company keeps accounting records which comply with Section 386; and
 - b. Preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its result for the year then ended in accordance with the requirements of Section 393 and which otherwise comply with the provisions of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Directors on 16th November 2016 and signed on its behalf by:



Gareth Lugar-Mawson
Chair

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st March 2016

NOTE 1: ACCOUNTING POLICIES

a) Basis of preparation

The financial statements have been prepared under the historical cost convention, with the exception of certain re-valued fixed assets. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP) (FRSSE 2015), 'Accounting and Reporting by Charities' and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

b) Company status

The Charity is a company limited by guarantee. The trustees of the company are the Board of Directors named on page 2. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per trustee of the Charity.

c) 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.

d) Income

All incoming resources are included in the SOFA when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the Charity being notified of an impending distribution or the legacy being received.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the Charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

e) Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs 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 the resources.

Fundraising costs includes the expenditure costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the Charity and include project management carried out at Headquarters. Management and administration costs are those incurred in connection with administration of the Charity and compliance with constitutional and statutory requirements.

f) Tangible fixed assets and depreciation

Tangible fixed assets are capitalised at cost including any incidental expenses of acquisition

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows: -

Description	Depreciation Period
Hunsbury Hill Centre (freehold)	Nil
Office equipment	Over 2 to 10 years
Trophies	Nil
IT equipment	100% in year of purchase
Fixtures & fittings	Over 5 to 10 years

As detailed in note 6, certain fixed assets have been re-valued in previous years. These valuations have been adopted as the historical costs.

Depreciation is not charged on the buildings at the Hunsbury Hill Centre, as the residual value is considered to be not less than the carrying value.

g) Investment

The Charity owns Hunsbury Hill Centre Limited, which was incorporated on 26th March 2013. The investment represents the entire share capital of that company.

h) Going Concern

The financial statements have been prepared on a going concern basis, which assumes that the Charity will have sufficient resources to continue its charitable activities for the foreseeable future.

NOTE 2: ACTIVITIES

The activities of this organisation, which is a registered Charity (registered no. 1080038), continue to be the support of the rural communities of Northamptonshire through the provision of advice on issues affecting them.

NOTE 3: INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total 2015/16	Total 2014/15
	£	£	£	£
DEFRA - ACRE	55,044		55,044	55,044
Big Lottery	0	61,940	61,940	32,612
Best Village income	0	4,000	4,000	4,485
Other NCC funding	0		0	3,005
	55,044	65,940	120,984	95,146

NOTE 4: TOTAL EXPENDITURE

	Fundraising	Charitable Activities	Governance	HHC	Total 2015/16	Total 2014/15
	£	£	£		£	£
Staff Costs	17,499	26,249	17,499	8,750	69,998	52,725
Premises	3,450	5,175	3,450	1,725	13,800	19,420
Insurance	2,596	3,894	2,596	1,298	10,385	9,585
Depreciation	258	387	258	129	1,031	3880
Loan Interest	267	400	267	133	1,066	1,039
Professional Services	3,827	5,740	3,827	1,913	15,306	3,877
Telephones	535	803	535	268	2,141	3,317
Postage, Printing & Stationery	743	1,115	743	372	2,973	7,996
Equipment & Materials	1,123	1,685	1,123	562	4,492	5,233
Advertising	193	289	193	96	771	1,659
Catering	275	412	275	137	1,098	1,001
Other Expenses	538	807	538	269	2,151	4,230
ACRE subscription	1,200	1,800	1,200	600	4,800	4,800
	32,503	48,754	32,503	16,251	130,012	118,762

Total expenditure on Charitable Activities includes expenditure from restricted funds. Refer to Note 9 for breakdown of expenditure from restricted funds.

NOTE 5: RESOURCES EXPENDED INCLUDES:-

NACRE Staff Costs	2015/16	2014/15
	£	£
Salaries	66,047	47,761
Employers National Insurance	1,886	991
Payroll provision costs	576	324
Training	150	-
Travel mileage allowance	1,188	3,649
Travel - other costs (train, parking)	151	0
	69,998	52,725

No employee had emoluments in excess of £60,000 in the year or preceding year

	2015/16	2014/15
The average number of employees calculated on a full time equivalent basis was:-	4	4

	2016	2015
	£	£
The director/trustees receive no emoluments but were paid expenses	375	1,465
Independent Examiners Fee	2,280	2,160

NOTE 6: FIXED ASSETS

		HHC	F&F	Office Equip	Trophies	Total 2015/16	Total 2014/15
		£	£	£	£	£	£
Cost/Valuation	As at 1 April 2015	510,000	3,072	11,639	4,531	529,242	529,242
	Additions	0	0	0	0	0	0
	Disposals	0	0	0	0	0	0
	Revaluation					0	0
	As at 31 March 2016	510,000	3,072	11,639	4,531	529,242	529,242
Depreciation	As at 1 April 2015	0	3,072	11,639	3,500	18,211	14,331
	Provided in Year		0	0	1,031	1,031	3,880
	Disposals					0	0
	As at 31 March 2016	0	3,072	11,639	4,531	19,242	18,211
Net Book Value	As at 1 April 2015	510,000	0	0	1,031	511,031	514,911
	As at 31 March 2016	510,000	0	0	0	510,000	511,031

- 1) All the above assets are used for direct charitable purposes as used elsewhere in these statements.
- 2) The historical cost of the fixed assets is £89,422.
- 3) The Hunsbury Hill Centre and its surrounding site was professionally revalued as at 31st March 2013 and is reflected in the financial statements from 2012/13 onwards. The property is valued professionally every 5 years.
- 4) The trustees consider that the current values are not less than the value as stated in the accounts.

Investments		As at 31/03/16	As at 31/03/15
		£	£
	Investment in the wholly owned subsidiary company	1	1

Northamptonshire ACRE owns the whole of the issued share capital of the Hunsbury Hill Centre Limited, a company incorporated in England. The company's principal activity is the provision of event facilities.

In the year to 31st March 2016 the company made a profit for the year of £2,956 and at the balance sheet date the capital and reserves amounted to £602.

During the year the company donated £75,000 to Northamptonshire ACRE and this is included within Donations in the SOFA.

NOTE 7: DEBTORS

	2015/16	2014/15
	£	£
Prepayments	268	258
Amounts due from subsidiary	75,000	999
Sundry	0	6,562
	75,268	7,819

NOTE 8: CREDITORS

	2015/16	2014/15
	£	£
Creditors due within 1 year		
Receipts in advance	4,847	2,675
Yorkshire Bank Loan	4,000	4,000
Community Bank Loan	20,000	20,000
Mr J Greenwell Loan	10,000	10,000
Sundry Creditors	6,971	5,900
Amounts due to Subsidiary	20,000	20,000
	65,818	62,575
Creditors due after 1 year		
Yorkshire Bank Loan	17,621	21,526
Community Bank Loan	0	20,000
Mr J Greenwell loan	10,000	20,000
	27,621	61,526

Creditors include outstanding balances on three development loans.

The Yorkshire Bank loan is repayable monthly over a ten year period, which commenced January 2011. Interest is charged at 4.5% over lending rate and is secured on the Charity's freehold property.

The Community Bank loan of £20,000 is repayable by 31st December 2016.

Interest was charged at 1% until 2014 and is secured on the charity's freehold property.

The Greenwell Family Settlement loan was transferred from the family trust into a personal loan from Mr J Greenwell on 22nd October 2014. The loan is repayable to Mr J Greenwell as follows:-

- £10,000 by 22nd October 2016
- £10,000 by 22nd October 2017

The outstanding interest on the Greenwell Family Settlement of £1,940.63 was treated by Mr J Greenwell as a donation to the charity in 2014-15.

NOTE 9: FUND ANALYSIS

	b/forward 1 April 2015	Incoming Resources	Outgoing Resources	Surplus/defic it resources	Incoming Transfers	Outgoing Transfers	Net Transfers	Balances c/forward 31 March 2016
	£	£	£	£	£	£	£	£
Unrestricted Funds								
General fund	(61,235)	198,370	85,563		7,760		7,760	59,332
Capital Fund	439,820						0	439,820
	0						0	0
Total Unrestricted	378,585	198,370	85,563	0	7,760	0	7,760	499,152
Restricted Funds								
Best Village Competition	8,574	4,000	1,970				0	10,604
Community Website	8,599	0	6,215				0	2,384
Rural Wellbeing Service	28,029	61,940	36,264			7,760	(7,760)	45,945
Total Restricted	45,202	65,940	44,449	0	0	7,760	(7,760)	58,933
Total Funds	423,787	264,310	130,012	0	7,760	7,760	0	558,085

Fund Analysis Explanation***Unrestricted—General Funds***

The General Fund represents the free funds of the charity, which are not designated for particular purposes.

Northamptonshire ACRE continues to run its bulk oil membership scheme for rural communities that are off gas. A franchise was originally purchased from Oxfordshire Rural Community Council in 2013 but this was terminated during 2014. Northamptonshire ACRE runs this as a standalone scheme, which in 2015-16 received £3,550 in subscriptions from members. This fund is part of the general fund.

The Capital Fund represents the fixed asset revaluation fund for tangible fixed assets that were re-valued as required by the Companies Act of 2006. The reserve reflects the amount by which the fixed assets exceed their historical cost.

The Hunsbury Hill Centre is an established event venue and was incorporated a trading arm, Hunsbury Hill Centre Limited, to take over the non-primary activities of the charity. Bookings for the venue have increased steadily with over 70 weddings held at the centre in 2015-16. Hunsbury Hill Centre Ltd donated its profits to Northamptonshire ACRE.

Hunsbury Hill Centre Limited pays Northamptonshire ACRE rent for office accommodation and pays a proportion of the combined operating costs, i.e. insurance, utilities and managerial staff time.

In November 2013 the Low Barn at the Hunsbury Hill Centre was partially destroyed in a fire. The insurance claim was settled on 3rd March 2016 for a settlement sum of £185,303.81, which includes an interim payment of £146,271.08 and this was received into the HHC Ltd accounts for 2015-16. This forms part of the surplus from the subsidiary to the charity that was brought across as a donation into the Northamptonshire ACRE accounts for 2015 -16.

Restricted Funds

The Best Village Competition fund is used for the running and supporting of the annual Best Village in Northamptonshire competition. Messrs. B Hollowell and Sons, funeral directors of Northampton have sponsored the competition for another year.

The Community Website Project initially ran for 18 months, finishing at the end of October 2013. Due to the success of the project, an additional 2 years funding was provided by Northamptonshire County Council to continue the work. This funding stream was to run from November 1st 2013 to October 31st 2015. However a small amount of funding was still available from this second fund at 31st October 2015 and after discussion with Northamptonshire County Council has been carried through to the end of March 2017. This project initially provided training and support on website development to rural communities within Northamptonshire but has been extended to include social media training to support a community website.

In November 2014 Northamptonshire ACRE was awarded £287,648 from the Big Lottery. This is for a four year project to deliver a Rural Wellbeing Service to older people in rural communities with the aim of alleviating social isolation and providing support, advice and signposted referrals to other agencies. The project started in March 2015, when £32,612 was received into Restricted Funds for the first year from March 2015 to February 2016. A Rural Wellbeing Fieldworker was appointed in March 2015 and a Rural Wellbeing Administrator joined the project in June 2015.

NOTE 10: CONTROL RELATIONSHIPS

The charitable company is controlled by the Board of Directors/Trustees.

NOTE 11: TRANSACTIONS WITH DIRECTORS/TRUSTEES

In November 2012 the charity agreed the terms of a loan of up to £60,000 from the Greenwell Family Settlement. At the time, Mr A J Greenwell CBE, was a director / trustee of Northamptonshire ACRE. He was a trustee of the Greenwell Family Settlement. In December 2012 £30,000 of the agreed loan was drawn down.

On 22nd October 2014 the loan was transferred from the Greenwell Family Settlement to a personal loan from Mr J Greenwell. The loan was for £30,000 repayable over 3 years. The first payment was made in October 2015.

Mr Greenwell also wrote off £1,940.63 of accrued interest owed by Northamptonshire ACRE on the Greenwell Family Settlement, as a gift from him to the charity, for which the charity is extremely grateful and which was shown as a donation to the charity in the Incoming General Fund in the 2014-2015 accounts.

Mr Greenwell was a trustee of Northamptonshire ACRE until 6th October 2014 when he resigned.

The terms of the loan are detailed in Note 8.