



# TRUSTEES ANNUAL REPORT AND ACCOUNTS 2018 – 2019



**“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
- To encourage the development of staff and those working on behalf of the organisation

Board of Directors

Northamptonshire ACRE

(Action with Communities in Rural England)

Northamptonshire ACRE is a Rural Community Council, one of 39 members of the ACRE Network

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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

### Independent Examiners

Messrs Jervis & Partners

### Board of Directors

#### Chair

Mr Gareth Lugar-Mawson

#### Vice-Chair

Mr Ken Christy

### Members

Mr Bernard Lock  
Mr David Scudamore  
Mrs Fabienne Fraser-Allen  
Mr Richard Hollingum  
Mr Cameron Waldron

### Observers

From District & Borough Local Authorities  
and Voluntary Sector Agencies

### Bankers

Yorkshire Bank plc

**Principal Address**

The Hunsbury Hill Centre  
Harksome Hill  
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NN4 9QX

Telephone (01604) 765888

Email: [acre@northantsacre.org.uk](mailto:acre@northantsacre.org.uk)

Website: [www.northantsacre.org.uk](http://www.northantsacre.org.uk)

Facebook: <https://www.facebook.com/northantsacre/>

Twitter: <https://twitter.com/NorthantsACRE>

## **THE STAFF OF NORTHAMPTONSHIRE ACRE**

### **Chief Executive**

Elaine O'Leary

### **Rural Wellbeing Service (Lottery funded)**

#### **Wellbeing Fieldworkers**

Dawn Howard (resigned 28<sup>th</sup> June 2018)

Kay Giles (resigned 31<sup>st</sup> March 2019)

Jessica Gooding

### **Village Halls Adviser**

Frances Harris

### **Rural Officer**

Rebecca Breakwell

### **Administration Officer**

Sarah Clarke

### **Site Caretaker**

James Davidson

### **The Hunsbury Hill Centre Ltd.**

#### **Events Team Manager**

Elaine O'Leary

### **Events Co-Ordinator**

Sarah Clarke

## **VOLUNTEERS WITH NORTHAMPTONSHIRE ACRE**

### **Best Village Volunteers**

Village of the Year Judges

### **Other volunteers**

Good Neighbour Volunteers



## 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.

Northamptonshire ACRE’s aims are:

- 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
  - To encourage the development of staff and those working on behalf of the organisation
- 
- ✓ Our focus is on community development and engagement. If your village or parish wants to carry out any form of community planning, including Neighbourhood Plans, ACRE is there to help and advise. This includes assisting you with accessing funds for projects.
  - ✓ We work with local communities to reduce rural isolation and vulnerability and help to 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 and supported by a range of training courses.
  - ✓ We support and advise rural community groups on a wide range of issues and encourage local action and participation in decision-making.
  - ✓ We campaign to ensure that the interests of people living in rural Northamptonshire are taken into account in policy making and strategic planning affecting the County.

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 Chief Executive is Elaine O’Leary and we own and are based at the Hunsbury Hill Centre, a Grade II listed farmhouse and outbuildings on 13 acres of woodland, gardens and scrubland. The charity runs a trading arm, The Barns at Hunsbury Hill, that provides facilities for conferences and social

events, including civil weddings and receptions, in a delightful and tranquil setting. Any surplus funding from the events carried out by the trading arm is donated to the charity to support its aims.

## **ACRE NETWORK**

Northamptonshire ACRE is one of 38 Rural Community Councils (RCCs) working across England, which with national ACRE makes up the 39 members of the ACRE Network. Our national body, ACRE, works to make sure that government bodies listen to the needs and voices of rural communities and advocates on their behalf.

The 39 members of the ACRE Network are funded by Defra to deliver services in rural areas against 8 key priorities. Each RCC feeds back on their delivery against these priorities in quarterly reports to national ACRE who collates the information for both Defra and to use within a yearly review of the work carried out by all ACRE Network members. A copy of this review can be downloaded at: <https://acre.org.uk/cms/resources/comm-guides/acre-annual-review-2019-spreads.pdf>. The Defra funding is due to end on 31<sup>st</sup> March 2020.

Northamptonshire ACRE continues to sit on the national Network Development Group (NDG), a planning body that was set up by all the members of the ACRE Network. The NDG meets on a regular basis to review and help implement the Network Development Plan, developed by the Network and which identifies how all the members will continue to work towards achieving 'Transformational Change' in each area, as required by Defra. This change will ensure that each RCC can be (i) more resilient and (ii) less dependent on Defra funding in future. Northamptonshire ACRE continues to be involved in the work of the NDG and the Plan and is proud to be a member of the ACRE Network.

## **COMMUNITY WORK**

Through community engagement and development we support rural communities on a wide range of issues with the aim of reducing rural isolation and vulnerability, making it more affordable to live in rural areas and to improve services for these communities. This can be through better communications links, stronger community facilities or more accessible education and health services. We work with rural communities to identify possible solutions to their needs and offer advice and support to deliver practical solutions.

## **COMMUNITY FACILITIES ADVISOR**

Our Community Facilities Advisor, Frances Harris, 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. As with previous years, years the variety of queries the advisor receives and answers are wide ranging from asking about better broadband for a hall, underinsurance of premises, should a cleaner be paid a national living wage or national minimum wage to



providing a model constitution for a hall and offering advice on improving heating, ventilation and lighting for several centres as well as funding and governance advice.

If your village hall, community centre or sports facility would like to benefit from the advice and support that Frances can offer, please think of becoming a Community Facilities member. It's only £40 per year and you will wonder why you didn't join before! For all members, Frances provides an informative bi-monthly newsletter full of details about the latest funding pots, topical issues, Charity Commission news and even good news stories from other members.

Alongside this, Frances can also offer support and advice on:

- ✓ Charitable Status, Charitable Trusts and Foundations, Charity Law
- ✓ Plan, Design & Build regulations for your hall
- ✓ Health & Safety Policy
- ✓ Premises Licences
- ✓ Problems With buildings
- ✓ Constitution of your Management Committee and Managing Trustees
- ✓ Insurance Rate relief
- ✓ Covenants Leases
- ✓ TEN's (Temporary Event Notices)
- ✓ Trust Deeds
- ✓ Licensing Management issue
- ✓ Fire Safety & Risk Assessment
- ✓ VAT and village halls
- ✓ Widening the use of your Hall
- ✓ Albemarle Schemes to change the use of a church hall to a village hall
- ✓ And much more...

Frances can provide information sheets on many of the above topics (over 40) and these are free to members (there is a charge to non-members). Alongside these, we also offer a number of ACRE Model documents at discounted rates to members such as a Model Governing Document or Model Occupational Licence that so many of our members have found invaluable.



Our Advisory Service has a voice through the National Village Halls Forum, which in turn provides a national lobbying voice for village halls. This enables an exchange of information and ideas to county, regional and national organisations. So in this way, the 8,900 village halls throughout England receive all the support they need to maintain and develop their functionality, which can mean your hall too!

If you would like more details about the benefits or would like to join as a Northamptonshire ACRE Community Facility member please contact Frances Harris on 01604 825888 or you can email her at

[frances.harris@northantsacre.org.uk](mailto:frances.harris@northantsacre.org.uk)

## RURAL OFFICER AND COMMUNITY SUPPORT

Rebecca Breakwell is our Rural Officer and has a strong background in planning and housing support. Our Rural Officer can support not only Parish Councils on a range of subjects but also any community group who may be interested in working to enhance their village wellbeing. Some of the areas of work that Rebecca can help with are:

- ✓ How to engage with your community effectively
- ✓ Neighbourhood Plans and carrying out housing need surveys
- ✓ Affordable housing and Community Led Housing initiatives
- ✓ Transport particularly community and voluntary schemes
- ✓ Setting up a community service such as a shop, pub or even a community hub
- ✓ Energy efficiency support
- ✓ Providing support on being flood risk aware and looking after your environment
- ✓ Broadband and digital connectivity

Community and neighbourhood planning is particularly important to villages and Parish Councils and we offer a variety of packages to help support any group wanting to carry out a Neighbourhood Plan. Below is an example of the type of Neighbourhood Plan packages we can offer and the charges for these services:

 <b>Neighbourhood Plan Rates for Rural Officer</b> Expenses are charged separately. A breakdown of all expenses is provided with each invoice. Mileage is charged at 45p per mile from office.			
Title	Members	Non members	Description
Rural Officer daily rate plus expenses	£300 per day £150 half day	£325 per day £162.50 half day	The standard rate for one day's work on a Neighbourhood Plan. Covers visit to group if required
Neighbourhood Plan package + any expenses	£1,500 for 6 days	£1,625 for 6 days	1 day per month over 6 months assisting with all areas of a plan, including community engagement, consultation, evidence gathering, meetings and help with policies.
Organising launch meeting + expenses	£475	£500	Includes initial meeting to set up event, identifying key stakeholders, social media promotion, feedback and skills forms, facilitating launch meeting. Up to 2.5 days work.
Formulation of project plan + expenses	£165	£180	Development of a project plan covering all stages up to when the plan is made, with milestones
Formulation of consultation statement + expenses	£800	£850	Summarises all statutory & non-statutory consultation to pre-submission stage. Up to 4 days work.
Housing needs surveys + expenses	Varies	Varies	Costs depend upon the size of the village. Includes final survey report

To find out about our services and the packages of support we can offer, please contact us on 01604 765888 or email [acre@northantsacre.org.uk](mailto:acre@northantsacre.org.uk).

## OLIVE – OUR ONLINE OIL BUYING SYSTEM



Our Community Oil Buying Scheme, **olive**, has been operating since October 2011 and was developed with the aim of helping people in homes, community buildings and businesses in rural Northamptonshire save money on their oil, particularly those in fuel poverty. During the time it has been going we have helped our members to save over £210,000 against the highest prices quoted and approximately £94,000 on the average, on over 2.2 million litres of oil. Over the winter months of 2018/19 our members saved on average £17 against the average price for an order of 750 litres.

**Olive** is an online system that enables you to maintain your oil buying to suit your requirements. It's easy to use and allows you to place your oil order at anytime and it will be picked up in the next deadline.

If you are interested in knowing more about our **olive** system or just want to save money on your heating oil, you can find out more information here: <https://www.northantsacre.org.uk/olive-our-online-bulk-oil-buying-scheme> including how you can register online with **olive** and start to make savings!

## RURAL WELLBEING SERVICE



Loneliness and social isolation are two growing issues facing many older people, especially in rural areas. A recent study found that "social isolation is associated with a higher risk of death in older people regardless of whether



they consider themselves lonely". Our Big Lottery funded

Rural Wellbeing Service was a 4 year project that started in March 2015 and ended on 31<sup>st</sup> March 2019. The aims of the project were to:

- Help reduce feelings of loneliness among people over 50 living in rural areas of Northamptonshire. We aim to help them become more resilient and to enjoy improved community engagement with other residents.
- Help them to access relevant services to enable them to experience improvements in their physical and mental well-being.

The project involved visiting rural communities to provide advice and support about all the various services available to older people and signposting them on to the relevant organisations. In most cases we used our Rural Information Bus that we hired from South Northants Volunteer Bureau to go to the villages, but our two fieldworkers Kay Giles and Jess Gooding, who joined the charity in June 2018, also went out to community groups, clubs and parish councils to let them know more about the service. As the two fieldworkers were DBS checked, they were also able to visit older people in their own homes and refer them to other agencies if that support was required. An

evaluation of the service was carried out by Capidale and a summary of the evaluation is available at <https://www.northantsacre.org.uk/rural-wellbeing-service>. The full evaluation of the project can be downloaded at <https://www.northantsacre.org.uk/sites/acre.1pcswebdesign.co.uk/files/Capidale%20Rural%20Wellbeing%20Service%20Evaluation%20Report%20FINAL.pdf>.

Later in the project, we moved towards developing Good Neighbour Schemes in villages as a way to sustain the work that was started by the fieldworkers. We found that Good Neighbour Schemes offered a strong solution to the issue that recruiting individual volunteers to be Good Neighbours worked while were recruited but they could feel unsupported. To address this, the service trialled setting up Good Neighbour Schemes, with a local co-ordinator, Parish Council support and multiple volunteers supporting each other. Good Neighbour Schemes have been found to transform rural communities' capacity to support people in need.

The charity is applying to the National Community Lottery Fund for funding to set up further Good Neighbour schemes across the areas of Wellingborough, Kettering, Corby and the southern part of East Northants.

Although the funding for the service has finished, the charity continues to run the Wellbeing Service for the benefit of our members. Any village or resident who would like a visit from the Rural Information Bus or would like more information about the service can contact the fieldworkers by emailing: [wellbeing@northantsacre.org.uk](mailto:wellbeing@northantsacre.org.uk) or calling 01604 825881.

### GOOD NEIGHBOUR SCHEMES



Good Neighbour schemes are established and run by local people to provide day-to-day support for other residents who may need help on an occasional or regular basis. The schemes provide a social 'safety net' for their village or local area. They do not offer specialist care or play any role that should be left to professional, qualified services. Nor do they provide

volunteers to carry out skilled tasks that are appropriate for qualified tradespeople. Volunteers complete practical tasks such as:

- ✓ Befriending /home visiting /companionship /someone to go to social events with
- ✓ Dog walking and caring for pets during holiday or illness
- ✓ Errands and shopping
- ✓ Filling in forms, writing letters, reading, help to use computers and the internet
- ✓ Gardening
- ✓ Giving lifts to a GP surgery / clinic / hospital /Day Centre / other appointments
- ✓ Household tasks including tuning televisions, changing light bulbs and smoke alarms
- ✓ Moving furniture, taking down and hanging curtains and pictures

The community runs the scheme how they want and NACRE provides mentoring and support along with a toolkit to help get the scheme started. Each Good Neighbour scheme is different to the next one. A number of the Rural Community Councils around England are already successfully running these schemes and through their collective efforts, a national ACRE Good Neighbour toolkit has been produced. The shared network logo for these schemes is shown above.

NACRE has been working with Daventry District Council on developing Good Neighbour schemes within their area as part of DDC's Ageing Well programme. Moulton Good Neighbour Scheme was the first one to go live in April 2017 and since then 6 other villages are working on setting up their own scheme.

If any community is interested in setting up a Good Neighbour Scheme in their area, they can find out more by contacting our Rural Officer, Rebecca Breakwell, email: [Rebecca.breakwell@northantsacre.org.uk](mailto:Rebecca.breakwell@northantsacre.org.uk) or tel.: 01604 825884.

## REVIEW OF TRANSACTIONS AND FINANCIAL POSITION

The main activities and achievements of the charity from April 2018 to March 2019 are detailed in the 2018 - 2019 Annual Report, which is available to download from our website: <http://northantsacre.org.uk/>.

### Retirement and Recruitment of Trustees

There were no resignations of trustees during the year and no new appointments. Northamptonshire ACRE has an established process for the recruitment, appointment, induction and training of new trustees and continually works to encourage suitable applicants to apply. There is trustee documentation specific to recruitment and appointment and each new trustee is provided with a comprehensive trustee handbook and induction course.

### Application and source of Funds

The core rural work undertaken by Northamptonshire ACRE is funded by funding from DEFRA, consultancy and membership work, from project income (management/overheads/support fees) and rent, staff-cost contributions, and donations from The Hunsbury Hill Centre Ltd, the charity's trading arm, also known as The Barns at Hunsbury Hill. 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 Best Village Competition 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 in 2018 at £1,262,000. Further details of the revaluation are covered in Note 6 Fixed Assets.

### 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 previous economic situation we found ourselves in, the reserves were applied to supporting the service delivery activities of the charity.



However during 2017-2018, our economic situation had improved and the Board made a commitment to build up a Reserves (Dilapidation) Fund. This Fund would cover future major repair and maintenance costs of the Hunsbury Hill Centre buildings. The first £10,000 was moved from the General Fund into the Reserves (Dilapidation) Fund in 2018 and a further £10,000 has been transferred in the current year.

The charity agreed that funds would be added to the Reserve Fund as applicable, depending upon the current economic situation. During the 2018 – 2019 financial year the charity has been able to move a further £10,000 from the General Fund into the Reserves Fund.

The charity intends to continue building up the Reserves Fund each year as the economic situation permits until the Fund reaches a limit of £50,000.

### **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.

### **Financial Dependence**

The key funders of Northamptonshire ACRE's core unrestricted activities are DEFRA, Parish and Community Facilities members, donations from the Hunsbury Hill Centre Ltd and Bulk Oil 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 13<sup>th</sup> December 2019 and signed on their behalf:



Gareth Lugar-Mawson  
Chair

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF NORTHAMPTONSHIRE ACRE

We report on the accounts of Northamptonshire ACRE for the year ended 31<sup>st</sup> March 2019, which are set out on pages 13 to 23.

### Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied ourselves that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, we report in respect of our examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out our examination we have followed the Directions given by the Charities Commission under section 145(5)(b) of the 2011 Act.

### Independent examiner's statement

We have completed our examination. We confirm that no matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

- accounting records were not kept as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

We have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Jervis & Partners  
Chartered Accountants  
30 Harborough Road  
Kingsthorpe  
Northamptonshire  
NN2 7AZ

Date: 13<sup>th</sup> December 2019

## STATEMENT OF THE BOARD OF DIRECTORS RESPONSIBILITIES

Company Law and Charity Law requires the trustees/directors 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;
- 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/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 2018 - 2019

(Incorporating an Income & Expenditure Account)

	Note	2018/19			2017/18
		Unrestricted Funds	Restricted Funds	Total	Total
		£	£	£	£
<b>Income</b>					
From Generated Sources					
Hunsbury Hill Centre		55,255	0	55,255	41,665
Generated income		10,325	0	10,325	18,451
Office Accommodation		2,300	0	2,300	2,300
Donations		20,028	0	20,028	23,000
		87,908	0	87,908	85,416
From Charitable Activities	3	43,810	52,772	96,582	131,980
<b>Total Income</b>		<b>131,718</b>	<b>52,772</b>	<b>184,490</b>	<b>217,396</b>
<b>Expenditure</b>					
Cost of Raising Funds					
Hunsbury Hill Centre		29,585		29,585	23,001
Fundraising & Publicity		59,169		59,169	44,814
		88,754	0	88,754	67,815
Charitable Activities		22,334	66,420	88,754	77,268
Other Costs		59,169		59,169	44,814
<b>Total Expenditure</b>	4	<b>170,256</b>	<b>66,420</b>	<b>236,676</b>	<b>189,897</b>
<b>Net Income</b>		<b>(38,538)</b>	<b>(13,648)</b>	<b>(52,186)</b>	<b>27,499</b>
Transfers between Funds		43,777	(43,777)	0	0
<b>Net Income after transfers</b>		<b>5,239</b>	<b>(57,425)</b>	<b>(52,186)</b>	<b>27,499</b>
Other Recognised Gains / (Losses)					
Unrealised gain on property valuation		0		0	0
<b>Net Movement in Funds</b>		<b>5,239</b>	<b>(57,425)</b>	<b>(52,186)</b>	<b>27,499</b>
Revaluation in year	9	752,000		752,000	
Total Funds Brought forward prior year	9	527,755	81,457	609,212	581,712
<b>Total Funds carried forward at year-end</b>		<b>1,284,994</b>	<b>24,032</b>	<b>1,309,026</b>	<b>609,211</b>

### Continuing Operations

All income and expenditure has arisen from continuing activities. The Statement of Financial Activities includes all gains and losses recognised in the year.

## BALANCE SHEET

As at 31st March 2019

	Note	As at 31/3/19 £	As at 31/3/18 £
<b>Fixed Assets</b>			
Tangible Fixed Assets	6	1,262,000	510,000
Investment in Subsidiary	6	1	1
		<u>1,262,001</u>	<u>510,001</u>
<b>Current Assets</b>			
Debtors	7	20,476	23,527
Short Term Deposits		20,267	20,128
Cash at Bank & in Hand		35,076	74,174
		<u>75,819</u>	<u>117,829</u>
Liabilities: amounts falling due within one year	8	28,793	18,618
Net Current Assets / (Liabilities)		<u>47,026</u>	<u>99,211</u>
<b>Assets Less Current liabilities</b>		<u>1,309,027</u>	<u>609,212</u>
Liabilities: amounts falling due after one year	8	0	0
<b>Total Net Assets</b>		<u>1,309,027</u>	<u>609,212</u>
<b>Funds</b>			
Unrestricted - General/dilapidation	9	93,174	87,935
Unrestricted - Capital	9	1,191,820	439,820
Total Unrestricted		<u>1,284,994</u>	<u>527,755</u>
Restricted	9	24,033	81,457
<b>Total Funds</b>		<u>1,309,027</u>	<u>609,212</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 31<sup>st</sup> March 2019; and
- (c) That we acknowledge our responsibilities for:
  - a. Ensuring that the charitable company keeps accounting records which comply with Section 386 and 387 of the Companies Act 2006; 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 394 and 395 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 financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on 13<sup>th</sup> December 2019 and signed on its behalf by:



Gareth Lugar-Mawson  
Chair



## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>st</sup> March 2019

### NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **a) General information and basis of preparation**

Northamptonshire ACRE is a registered charity and a company limited by guarantee registered in England. 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. The address of the registered office is given in the charity information on page 5 of these financial statements. The nature of the charity's operations and principal activities are given in the report of the Directors/Trustees on pages 7 – 10.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling, which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

#### **b) 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.

**c) Income**

All incoming resources are included in the statement of financial affairs (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.

**d) 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.

**e) 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.

**f) Investment**

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

**g) 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 and support on issues affecting them.

**NOTE 3: INCOME FROM CHARITABLE ACTIVITIES**

	Unrestricted Funds	Restricted Funds	Total 2018/19	Total 2017/18
	£	£		£
DEFRA - ACRE	43,810		43,810	47,340
Big Lottery		40,392	40,392	78,510
Best Village entry fees		355	355	390
Best Village income		0	0	4,000
AON subscription	0		0	1,740
SNC map & GNS work		5,500	5,500	
Empowered for Life		3,370	3,370	
SNC GNS project		3,155	3,155	
	<u>43,810</u>	<u>52,772</u>	<u>96,582</u>	<u>131,980</u>

The Big Lottery funded Rural Wellbeing Service finished at the end of March 2019. During the four years the project ran the information bus made 227 visits to 88 villages across Northamptonshire, reaching 1,832 people and making an additional 97 home visits for people unable to access the RIC. Over half (55%) the people accessing the service lived alone, 41% had a disability, 45% had poor health and 21% were carers. The majority of people supported were aged between 60 and 70 years, with 28% being aged over 70.

The Empowered for Life (EfL) project is run by Daventry Citizen's Advice and is aimed at providing support and advice about debt and benefit to people in the Daventry District, particularly those who are unable to visit the office and

may be suffering from poor mental wellbeing. Northamptonshire ACRE is working with Daventry CA as part of the project, linking the EFL fieldworkers to Good Neighbour schemes in the district in order to deliver debt and benefit support to people in rural areas.

Northamptonshire ACRE has been commissioned by South Northamptonshire Council to help set up 7 Good Neighbour schemes in the district and to provide them with support, mentoring, a toolkit and help to access funding from the council for start-up costs.

#### NOTE 4: TOTAL EXPENDITURE

	Fundraising	Charitable Activities	Governance / other costs	HHC		Total 2018/19	Total 2017/18
	£	£	£			£	£
Staff Costs	31,480	47,220	31,480	15,740	125,920	125,920	121,887
Premises	2,885	4,328	2,885	1,443	11,540	11,540	11,933
Insurance	3,104	4,656	3,104	1,552	12,417	12,417	10,461
Professional Services	12,740	19,110	12,740	6,370	50,961	50,961	21,294
Telephones	737	1,105	737	368	2,947	2,947	2,753
Postage, Printing & Stationery	721	1,082	721	361	2,885	2,885	1,951
Equipment & Materials	783	1,175	783	392	3,132	3,132	3,139
Advertising	1,821	2,731	1,821	910	7,282	7,282	5,295
Catering	0	0	0	0	0	0	2,149
Other Expenses	3,668	5,502	3,668	1,834	14,672	14,672	4,835
ACRE subscription	1,230	1,845	1,230	615	4,920	4,920	4,200
	59,169	88,754	59,169	29,585	236,676	236,676	189,897

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

The figure for Professional Services includes the legal costs incurred by the charity in resolving an employment issue.

#### NOTE 5: RESOURCES EXPENDED INCLUDES:-

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

	2018/19	2017/18
The average number of employees calculated on a full time equivalent basis was:-	5	6

<b>NACRE Staff Costs</b>	<b>2018/19</b>	<b>2017/18</b>
	<b>£</b>	<b>£</b>
Salaries	115,521	111,110
Employers National Insurance	5,562	4731
Payroll provision costs	186	1508
Pension Contribution	2,285	1663
Training	36	1057
Travel mileage allowance	620	992
Travel - other costs (train, parking)	0	112
Recruitment costs	0	500
	<b>124,210</b>	<b>121,673</b>

<b>Other Expenses</b>	<b>2017/18</b>	<b>2017/18</b>
	<b>£</b>	<b>£</b>
The director/trustees receive no emoluments but were paid expenses	1,710	214
Independent Examiners Fee	<b>1,500</b>	<b>1,500</b>

## NOTE 6: FIXED ASSETS

		<b>HHC</b>	<b>F&amp;F</b>	<b>Office Equip</b>	<b>Trophies</b>	<b>Total 2018/19</b>	<b>Total 2017/18</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost/Valuation</b>	As at 1 April 2018	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 in the year	752,000	0	0	0	752,000	
	As at 31 March 2019	1,262,000	3,072	11,639	4,531	1,281,242	529,242
<b>Depreciation</b>	As at 1 April 2018	0	3,072	11,639	4,531	19,242	19,242
	Provided in Year	0	0	0	0	0	0
	Disposals					0	0
	As at 31 March 2019	0	3,072	11,639	4,531	19,242	19,242
<b>Net Book Value</b>	As at 1 April 2018	510,000	0	0	0	510,000	510,000
	As at 31 March 2019	1,262,000	0	0	0	1,262,000	510,000

- 1) All the above assets are used for direct charitable purposes
- 2) The historical cost of the fixed assets is £89,422.
- 3) The Hunsbury Hill Centre and its surrounding site is professionally revalued every five years. The site was valued in November 2018 by

Godfrey Payton Chartered Surveyors, with the valuation as at the 1<sup>st</sup> April 2018. The Centre and site was valued at £1,262,000 at the 1<sup>st</sup> April 2018. The property is due to be revalued in 2023.

- 4) The trustees consider that the current values are not less than the value as stated in the accounts.

<b>Investments</b>			
		<b>As at 31/03/19</b>	<b>As at 31/03/18</b>
		<b>£</b>	<b>£</b>
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 31<sup>st</sup> March 2019 the company made a loss for the year of £823 and at the balance sheet date the capital and reserves amounted to £174.

During the year the company donated £20,000 to Northamptonshire ACRE and this is included within Donations in the SOFA.

## NOTE 7: DEBTORS

	<b>2018/19</b>	<b>2017/18</b>
	<b>£</b>	<b>£</b>
Control account	476	0
Amounts due from subsidiary	20,000	23,000
Sundry	0	527
	<b>20,476</b>	<b>23,527</b>

The amount due from the subsidiary relates to the year-end donation from trading activities.



**NOTE 8: CREDITORS**

	2018/19	2017/18
	£	£
Creditors control account	10,356	
Receipts in advance	0	3,205
Sundry Creditors/accruals	1,858	3,271
PAYE creditors	0	1,839
Pension creditors	351	303
Deferred income	6,228	0
Amounts due to Subsidiary	10,000	10,000
	<b>28,793</b>	<b>18,618</b>

The amount due to the subsidiary of £10,000 was an internal loan to the charity without interest. The Trustees will assess the financial situation during 2019/2020 to determine whether the remaining part of the loan will be repaid by 31<sup>st</sup> March 2020.

There are no creditors due after one year.

**NOTE 9: FUND ANALYSIS**

	b/forward 1 April 2018	Incoming Resources	Outgoing Resources	Revaluation	Incoming Transfers	Outgoing Transfers	Net Transfers	Balances c/forward 31 March 2019
	£	£	£	£	£	£	£	£
Unrestricted Funds								
General fund	77,935	131,718	170,256		43,777	10,000	33,777	73,174
Capital Fund	439,820			752,000			0	1,191,820
Dilapidation/Reserves	10,000				10,000		10,000	20,000
Total Unrestricted	<b>527,755</b>	<b>131,718</b>	<b>170,256</b>	<b>752,000</b>	<b>53,777</b>	<b>10,000</b>	<b>43,777</b>	<b>1,284,994</b>
Restricted Funds								
Best Village Competition	10,253	355	3,430		0	1,724	(1,724)	£5,454
NVA	0	0	0		0	0	0	£0
Rural Wellbeing Service	71,205	40,392	62,990		0	38,257	(38,257)	£10,350
SNC - Map & GN Pilot		5,500	0		0	3,746	(3,746)	£1,754
Daventry EFL		3,370			0	0	0	£3,370
SNC GNS		3,155	0		0	50	(50)	£3,105
Total Restricted	<b>81,458</b>	<b>52,772</b>	<b>66,420</b>	<b>0</b>	<b>0</b>	<b>43,777</b>	<b>(43,777)</b>	<b>£24,033</b>
Total Funds	<b>609,213</b>	<b>184,490</b>	<b>236,676</b>	<b>752,000</b>	<b>53,777</b>	<b>53,777</b>	<b>0</b>	<b>1,309,027</b>

## Fund Analysis Explanation

### ***Unrestricted Funds***

The General Fund represents the free funds of the charity, which are not designated for particular purposes. The General Fund is used to cover the charity's core costs.

The General Fund is made up from several sources including the bulk oil membership scheme that Northamptonshire ACRE runs for rural communities that are off gas. Northamptonshire ACRE runs this as a standalone scheme using an online system called Olive. The system is maintained on behalf of the charity by eSmartMetrics, who are also responsible for negotiating prices for the oil delivery with various oil companies and ordering the oil deliveries. In 2018/19 the scheme received £2,935 in subscriptions from members. This fund is part of the General Fund.

The Hunsbury Hill Centre is an established event venue and was incorporated as a trading arm, The Hunsbury Hill Centre Limited, to take over the non-primary activities of the charity. As with previous years, bookings for the venue and in particular weddings have continued to increase. In 2018/19 80 weddings were held at the centre. The trading arm is marketed as The Barns at Hunsbury Hill. The company running The Barns at Hunsbury Hill, the Hunsbury Hill Centre Ltd donated its profits of £20,000 to Northamptonshire ACRE at the end of the financial period for 2018/19.

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. These all form 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.

Due to the improvement in the charity's economic situation during the 2017 - 2018 financial year, the Board made a commitment to build up a Reserves (Dilapidation) Fund. The fund has been created to set aside funds to cover future major repair and maintenance costs of the Hunsbury Hill Centre buildings. The first £10,000 was moved to the reserve in 2018 and a further £10,000 has been transferred in the current year. The reserve will be capped at £50,000.

As at 31st March 2019, the General Fund was in surplus by £73,174. This is a continuation of the previous surplus at 31st March 2018. As at 31st March 2019 the Reserves (Dilapidation) Fund was in surplus by £20,000. The increase in the surplus of the General and Reserves Funds is a testament to the hard work and effort from all the staff and trustees of Northamptonshire ACRE and its trading arm, The Hunsbury Hill Centre Ltd.

***Restricted Funds***

The Best Village Competition fund is used for the running and supporting of the annual Northamptonshire Best Village competition. Until the end of 2017 the competition was sponsored by Messrs. B Hollowell and Sons, funeral directors of Northampton, but following their withdrawal of sponsorship, the competition was funded in 2018 by reserves from the Best Village Competition fund.

The Northamptonshire Village Awards is the new name by which the Best Village Competition is now known. We are delighted to welcome CPRE Northamptonshire (Campaign for the Protection of Rural England) as sponsors of the 2019 and 2020 Awards. Like Northamptonshire ACRE, CPRE Northamptonshire recognises the importance of community involvement as well as the care for the natural and built environment, which creates not just an attractive village but a vibrant community. Together we want to encourage initiatives by the village community and the provision of facilities for all the population.

In November 2014 Northamptonshire ACRE was awarded £287,648 from the Big Lottery. This was 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 came to an end on 31<sup>st</sup> March 2019. A full evaluation of the project was carried out by an external company, Capidale, which gives details of all the outcomes achieved. The report is available to download here: <https://www.northantsacre.org.uk/sites/acre.1pcswebdesign.co.uk/files/Capidale%20Rural%20Wellbeing%20Service%20Evaluation%20Report%20FINAL.pdf>. Northamptonshire ACRE is grateful to everyone who purchases a ticket from the Big Lottery as this enables organisations like us to carry out the work we do on projects such as the Rural Wellbeing Service.

South Northants Council commissioned the charity to carry out two pieces of work in their area. The first piece of work was the development of a wellbeing map of the district, which shows all the known groups, clubs and organisations who offer wellbeing activities in the area, such as a gardening club, dementia café, yoga, youth theatre etc. Each activity is denoted by a coloured flag coded to show which group they fall into: active (green flag), learning (red flag), connected (black flag), creative (pink flag). Our Rural Officer collated the details of over 200 activities and groups, which South Northants then turned into an interactive map of services. The map is available at: <https://www.southnorthants.gov.uk/info/3/leisure-and-culture/324/wellbeing-activity-mapn>.

The second piece of work commissioned by South Northants Council was to set up two pilot Good Neighbour Schemes in the district. Work with these schemes has continued on after March 2019.

Daventry Citizens Advice was awarded funding from the Big Lottery to run a project called Empowerment for Life. This project aims to provide debt management and benefits advice to people who may have financial difficulties

that is impacting on their mental wellbeing. In particular the project wants to offer support to people in rural communities who are often unable to travel to the Citizens Advice office in Daventry for vital help. Northamptonshire ACRE is working as a partner in this project to link the Citizens Advice fieldworkers with local residents in rural communities through the Good Neighbour Schemes we have supported to set up in the district.

Since the pilot work for the two Good Neighbour Schemes, South Northants Council have commissioned us to help set up a further 7 Good Neighbour schemes throughout the district before it moves to unitary. This is ongoing work to the end of March 2021.

#### **NOTE 10: CONTROL RELATIONSHIPS**

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