REGISTERED COMPANY NUMBER: 04046637 (England and Wales) REGISTERED CHARITY NUMBER: 1083852

FARNBOROUGH CHRISTIAN OUTREACH UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

HPCA Limited
Chartered Accountants
Station House
Connaught Road
Brookwood
Woking
Surrey
GU24 0ER

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REPORT OF THE TRUSTEES

for the year ended 31 July 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 July 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

The Charity's objects are to promote the advancement of Evangelical Christian Causes on an ecumenical basis.

The principal activity of the charity during the year was the running of the Christian Resources Centre known as 'The Triangle', In addition the Charity sponsored and facilitated a number of local events.

PUBLIC BENEFIT

The Charity is of public benefit in the following ways:

- Provision of literature and other supplies and resources for local Churches and schools;
- Supplier of fairly traded goods to the local community, including the local Borough Council;
- Employment of special needs people;
- Employment of voluntary staff and an active participant in work experience scheme.

ACHIEVEMENT AND PERFORMANCE

Bookshop sales for the year reduced to £75,977 (compared to £104,501 in 2019) against a background of difficult trading conditions for retailers and the Covid 19 pandemic restrictions and lockdown. Out of shop sales including orders for Schools and Churches have continued during the lockdowns where possible and we have had support from individual customers with telephone, email and website placed orders.

Voluntary income including legacies for the period was slightly lower at £56,875 (compared to £58,455 in 2019).

The reduction is rent and reduced purchases resulted in total resources expended reducing to £137,426 (from £164,266 in 2019) meaning there was a net income for the period of £6,197.

The Charity's subsidiary, The Triangle Café Limited had a turnover for the period of £41,710 (compared to £68,553 in 2019). The subsidiary did not pay any management charge to the Charity. The net result was a loss of £11654 (compared to a loss of £6,916 in 2019). The café continues to be significantly impacted by the pandemic and has been closed for the majority of the 2020 and into 2021.

FINANCIAL REVIEW

Principal funding sources

The main sources of income, derive from the sales of Christian literature and media, donations from members and supporters and sales from the subsidiary, the Triangle Café Limited.

Investment policy

Under the memorandum and articles of association, the charity has the power to make any investment which the trustees see fit, after obtaining advice from a financial expert and having regard to the suitability of investments and the need for diversification.

Reserves policy

The General Fund represents the Unrestricted funds arising from the past operating results. It also represents the free reserves of the charity, as all fixed assets are included in the fixed asset fund, which is a designated fund. The general fund balance was £68,885 at 31st July 2020 and the aim of the trustees is to build this up to a balance which represents 3 months of operating expenditure.

REPORT OF THE TRUSTEES

for the year ended 31 July 2020

FUTURE PLANS

The General Fund represents the Unrestricted funds arising from the past operating results. It also represents the free reserves of the charity, as all fixed assets are included in the fixed asset fund, which is a designated fund. The general fund balance was £68,885 at 31st July 2020 and the aim of the trustees is to build this up to a balance which represents 3 months of operating expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Farnborough Christian Outreach (a company limited by guarantee) was incorporated on 3rd August 2000, and was registered with the Charity Commission for England and Wales on 28th November 2000. On 31st January 2001, all of the assets and liabilities of the Farnborough Christian Outreach Trust (an unincorporated Charity, registered under the charity number 285306) were gifted to Farnborough Christian Outreach.

On 15th December 2000, The Triangle Café Limited (company number 4126321) was incorporated, with the sole issued share being held by Farnborough Christian Outreach. This company carries out the activities of the café situated in the new premises of Farnborough Christian Outreach, to which the charity moved in November 2001.

The company was established under its Memorandum of Association which established the objects and powers of the charitable company and is governed by its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

Appointment and induction of trustees

Trustees are appointed by the members and at each Annual General Meeting, one third of Board Members will retire from office. On retirement, trustees are eligible for re-election. The Articles of Association provides for a minimum of three trustees and no maximum. The trustees are also responsible for the appointment of new members.

New trustees undergo an induction to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the decision making processes and the recent performance of the charity. They meet key employees and the other trustees.

Organisational policy

The trustees meet every month. The general manager is appointed to manage the day to day operations of the charity. To facilitate effective operations, the general manager has delegated authority, within the terms of delegation approved by the trustees, for operational matters including finance and employment.

Risk assessment policy

The trustees have worked with staff to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04046637 (England and Wales)

Registered Charity number

1083852

REPORT OF THE TRUSTEES

for the year ended 31 July 2020

Registered office

64 Kingsmead FARNBOROUGH Hampshire GU14 7SL

Trustees

K B Fontana C M Mason J R D-Edwards D R Palmer S M Smith

Independent Examiner

HPCA Limited **Chartered Accountants** Station House Connaught Road Brookwood Woking Surrey GU24 0ER

Approved by order of the board of trustees on 26 April 2021 and signed on its behalf by:

C M Mason - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FARNBOROUGH CHRISTIAN OUTREACH

Independent examiner's report to the trustees of Farnborough Christian Outreach ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2020.

Responsibilities and basis of report

As the charity's 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 myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- 1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2. the accounts do not accord with those records; or
- 3. 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
- 4. 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 (FRS 102)).

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

Lance Redman FCCA FCA
For and on behalf of
HPCA Limited
Chartered Accountants
Station House
Connaught Road
Brookwood
Woking
Surrey
GU24 0ER

26 April 2021

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 July 2020

	Notes	Unrestricted funds	Restricted funds	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM Donations and legacies		56,875	-	56,875	58,455
Charitable activities Bookshop		75,977	-	75,977	104,501
Other income		10,771		10,771	
Total		143,623	-	143,623	162,956
EXPENDITURE ON Charitable activities Bookshop		137,426		137,426	164,266
NET INCOME/(EXPENDITURE)		6,197	-	6,197	(1,310)
RECONCILIATION OF FUNDS					
Total funds brought forward		62,511	177	62,688	63,998
TOTAL FUNDS CARRIED FORWARD		68,708	177	68,885	62,688

BALANCE SHEET

31 July 2020

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
FIXED ASSETS Tangible assets	7	5,020		5,020	8,993
Tangible assets Investments	8	3,020	-	3,020 1	8,993 1
nivestments	O				
		5,021	-	5,021	8,994
CURRENT ASSETS	_				
Stocks	9	72,402	-	72,402	78,110
Debtors Cash at bank and in hand	10	8,327	- 177	8,327 11,050	8,781 497
Cash at bank and in hand		10,873		11,030	497
		91,602	177	91,779	87,388
CREDITORS					
Amounts falling due within one year	11	(27,915)	-	(27,915)	(33,694)
NET CURRENT ASSETS		63,687	177	63,864	53,694
TOTAL ASSETS LESS CURRENT					
LIABILITIES		68,708	177	68,885	62,688
NET ASSETS		68,708	<u>177</u>	68,885	62,688
FUNDS	14				
Unrestricted funds				68,708	62,511
Restricted funds				<u> 177</u>	<u>177</u>
TOTAL FUNDS				68,885	62,688
				<u> </u>	

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 July 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 July 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 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 each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

Page 6 continued...

BALANCE SHEET - continued

31 July 2020

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

The financial statements were approved by the Board of Trustees and authorised for issue on 26 April 2021 and were signed on its behalf by:

C M Mason - Trustee

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 July 2020

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost 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 resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property - Straight line over 20 years
Plant and machinery - Straight line over 5 years
Fixtures and fittings - Straight line over 6 years

Related party exemption

The charitable company has taken advantage of exemption, under the terms of Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', not to disclose related party transactions with wholly owned subsidiaries within the group.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Funds

General unrestricted funds represent the funds of the charity that are not subject to any restrictions regarding their use and are available for application on the general purposes of the charity. Funds designated for a particular purpose by the trustees are also unrestricted.

Restricted funds are those subject to specific trusts, which may be declared by the donor or with their authority. The restricted funds of the charity are restricted income funds which are expendable at the discretion of the trustees in furtherance of some particular aspects of the activities of the charity.

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NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 July 2020

1. ACCOUNTING POLICIES - continued

Funds

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. SUPPORT COSTS

			Governance	
	Finance	Other	costs	Totals
	£	£	£	£
Bookshop	928	1,125	2,725	4,778
Support costs, included in the above, are as follows	:		2020	2019 Total
			Bookshop	activities
			£	£
Legal and professional			928	-
Sundries			1,125	1,800
Independent examiner's fees			2,725	2,825
Bookkeeper's fees				2,100
			4,778	6,725

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2020	2019
	£	£
Independent examiner's fees	2,725	2,825
Depreciation - owned assets	4,970	4,875

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 July 2020 nor for the year ended 31 July 2019.

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NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 July 2020

4. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st July 2020 nor for the year ended 31st July 2019.

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	The average monthly number of employees during the year was a	s follows:		
	Retail and administration		2020 2	2019 2
	No employees received emoluments in excess of £60,000.			
6.	COMPARATIVES FOR THE STATEMENT OF FINANCIA	L ACTIVITIES Unrestricted funds £	Restricted funds	Total funds £
	INCOME AND ENDOWMENTS FROM Donations and legacies	58,455	-	58,455
	Charitable activities Bookshop	104,501	-	104,501
	Total	162,956	-	162,956
	EXPENDITURE ON Charitable activities Bookshop	164,266	-	164,266
	NET INCOME/(EXPENDITURE)	(1,310)	-	(1,310)
	RECONCILIATION OF FUNDS			
	Total funds brought forward	63,821	177	63,998
	TOTAL FUNDS CARRIED FORWARD	62,511	177	62,688

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NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 July 2020

7. TANGIBLE FIXED ASSETS

	Improvements		Fixtures	
	to	Plant and	and	
	property	machinery	fittings	Totals
	£	£	£	£
COST				
At 1 August 2019	85,497	14,334	25,566	125,397
Additions		997		997
At 31 July 2020	85,497	15,331	25,566	126,394
DEPRECIATION				
At 1 August 2019	77,084	13,754	25,566	116,404
Charge for year	4,275	695		4,970
At 31 July 2020	81,359	14,449	25,566	121,374
NET BOOK VALUE				
At 31 July 2020	4,138	<u>882</u>		5,020
At 31 July 2019	8,413	580	<u>-</u>	8,993

8. FIXED ASSET INVESTMENTS

	group undertakings £
MARKET VALUE At 1 August 2019 and 31 July 2020	1
71. 1 / 1 / 1 / 1 / 2019 and 31 July 2020	
NET BOOK VALUE	
At 31 July 2020	1
At 31 July 2019	1

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

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Shares in

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 July 2020

8. FIXED ASSET INVESTMENTS - continued

	The Triangle Cafe Limited Registered office: Nature of business: Coffee shop	%		
	Class of share: Ordinary	holding 100	31.7.20	31.7.19
	Aggregate capital and reserves Loss for the year		£ (42,579) (11,654)	£ (30,925) (6,916)
9.	STOCKS		2020	2019
	Stocks		£ 72,402	£ 78,110
10.	DEBTORS: AMOUNTS FALLING	DUE WITHIN ONE YEAR	2020	2019
	Other debtors VAT Prepayments and accrued income		£ 1,154 1,984 5,189	£ 1,143 7,638
	Trepayments and accraca meome		8,327	8,781
11.	CREDITORS: AMOUNTS FALLIN	NG DUE WITHIN ONE YEAR	2020	2010
			2020 £	2019 £
	Bank loans and overdrafts (see note 12	2)	-	1,410
	Other loans (see note 12)		3,500	3,500
	Trade creditors Social security and other taxes		20,698 212	21,069 176
	Other creditors		456	4,375
	Accruals and deferred income		3,049	3,164
			27,915	33,694

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NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 July 2020

12. LOANS

13.

14.

TOTAL FUNDS

An analysis of the maturity of loans is given below:			
Amounts falling due within one year on demands		2020 £	2019 £
Amounts falling due within one year on demand: Bank overdrafts Other loans		3,500	1,410 3,500
		3,500	4,910
LEASING AGREEMENTS			
Minimum lease payments under non-cancellable operating lea	ses fall due as follows	:	
		2020 £	2019 £
Within one year Between one and five years		15,000 47,500	4,667
		62,500	4,667
MOVEMENT IN FUNDS			
	At 1.8.19	Net movement in funds	At 31.7.20
Unrestricted funds	£	£	£
General fund Fixed Asset Fund	52,329 10,182	11,334 (5,137)	63,663 5,045
D 4 4 16 1	62,511	6,197	68,708
Restricted funds Buy a bulb	177	-	177

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62,688

6,197

68,885

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 July 2020

14. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended £	Movement in funds
Unrestricted funds General fund Fixed Asset Fund	143,622 1	(132,288) (5,138)	11,334 (5,137)
	143,623	(137,426)	6,197
TOTAL FUNDS	143,623	(137,426)	6,197
Comparatives for movement in funds			
	At 1.8.18	Net movement in funds £	At 31.7.19 £
Unrestricted funds General fund Fixed Asset Fund	49,951 13,870	3,567 (4,877)	53,518 8,993
Restricted funds Buy a bulb	63,821 177	(1,310)	62,511 177
TOTAL FUNDS	63,998	(1,310)	62,688
Comparative net movement in funds, included in the above are as	follows:		
	Incoming resources	Resources expended £	Movement in funds £
Unrestricted funds General fund Fixed Asset Fund	162,956	(159,389) (4,877)	3,567 (4,877)
	162,956	(164,266)	(1,310)
TOTAL FUNDS	162,956	<u>(164,266)</u>	(1,310)

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NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 July 2020

14. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

		Net	
		movement	At
	At 1.8.18	in funds	31.7.20
	£	£	£
Unrestricted funds			
General fund	49,951	14,901	64,852
Fixed Asset Fund	13,870	<u>(10,014</u>)	3,856
D	63,821	4,887	68,708
Restricted funds	177		177
Buy a bulb	177	-	177
TOTAL FUNDS	63,998	4,887	68,885
I O I I I O I I D D	05,770	1,007	00,003

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds
Unrestricted funds General fund Fixed Asset Fund	306,578 1	(291,677) (10,015)	14,901 (10,014)
	306,579	(301,692)	4,887
TOTAL FUNDS	306,579	(301,692)	4,887

Unrestricted funds

The fixed asset fund is a designated fund and represents the net book value of fixed assets of the charity, for the purpose of freeing reserves that are not available for expenditure. Transfers relate to assets capitalised during the year, and outgoing resources represent depreciation charged during the year.

Restricted Fund

The Buy a Bulb fund is as a result of an appeal to pay for the new LED lights installed in the bookshop to enhance the displays.

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NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 July 2020

15. RELATED PARTY DISCLOSURES

The charity owns the entire share capital of The Triangle Cafe Limited (referred to as the cafe), a limited company registered in England and Wales. This year no management charges (2019: £nil) were passed onto the cafe.

The charity did not receive a donation from the cafe this financial year (2019: £nil).

At the end of the year, a balance of £37,967 was due from the cafe (2019: £37,967). In view of the fact The Triangle Cafe Limited was insolvent as at 31st July 2020, a further provision of £10,815 against this debt has been made in the accounts of Farnborough Christian Outreach (2019: £8,080).

DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 July 202

	for the year ended 31 July 2020		
		2020	2019
		£	£
INCOME AND ENDOWMENTS			
Donations and legacies			-0.1
Donations and membership fees		56,875	58,455
Charitable activities			
Bookshop sales		75,977	104,501
Other income			
Other income Other income Grant Income		15 10,756	-
Grant income		10,730	
		10,771	
Total incoming resources		143,623	162,956
EXPENDITURE			
Charitable activities			
Wages		17,189	15,709
Rates and water		604 2,103	1,068
Insurance		2,103 5,334	1,954 4,838
Light and heat Telephone and internet		3,556	4,838
Postage and stationery		1,835	1,966
Advertising		312	983
Sundries		53	503
Purchases		57,765	67,453
Rent		9,792	28,000
Repairs and maintenance		16,593	14,437
Dues and subscriptions		114	1,092
Depn improvements to property		4,275	4,290
Depn plant and machinery		695	587
Computer equipment		168	-
Bank charges and interest		416	624
Credit card commission		609	805
Credit card costs		420	415
Provision against subsidiary		10,815	8,080
		132,648	157,541

Support costs

for the year ended 31 July 2020

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

Total resources expended

Net income/(expenditure)

2020 2019 £ £ **Support costs** Finance Legal and professional 928 Other Sundries 1,125 1,800 **Governance costs** Independent examiner's fees 2,725 2,825 Bookkeeper's fees 2,100 2,725 4,925

137,426

6,197

164,266

(1,310)