

**Registered number: 07114119**  
**Charity number: 1140014**

**Chichester Community Development Trust**  
**(A company limited by guarantee)**

**Unaudited**

**Trustees' report and financial statements**

**For the year ended 31 March 2018**

**Chichester Community Development Trust**  
**(A company limited by guarantee)**

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**Chichester Community Development Trust**  
**(A company limited by guarantee)**

**Reference and administrative details of the charity, its trustees and advisers**  
**For the year ended 31 March 2018**

**Trustees**

Phil Miles  
John Eagles  
Timothy Morgan  
Pamela Dignum  
Anthony French  
Matthew Parsonage  
Lance Else  
Fiona Creed

**Company registered number**

07114119

**Charity registered number**

1140014

**Registered office**

Marketing Suite, Graylingwell Park, Connolly Way, Chichester, West Sussex, PO19 6PQ

**Company secretary**

Clare De Bathe

**Senior management personnel**

Clare de Bathe, Trust Director

**Accountants**

Kreston Reeves LLP, 9 Donnington Park, 85 Birdham Road, Chichester, West Sussex, PO20 7AJ

**Bankers**

Unity Trust Bank Plc, 9 Brindley Place, Birmingham, B1 2HB

**Chichester Community Development Trust**  
**(A company limited by guarantee)**

**Trustees' report**  
**For the year ended 31 March 2018**

The Trustees present their annual report together with the financial statements of the charity for the year 1 April 2017 to 31 March 2018. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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 2015) as amended by Update Bulletin 1 (effective 1 January 2015).

Since the company qualifies as small under Section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 is not required.

**Objectives and Activities**

**a. Policies and objectives**

To further or benefit the residents of North East Chichester and the surrounding area, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interest of social welfare for recreation leisure time occupation with the objective of improving the conditions of life for the residents in furtherance of these objects but not otherwise, the Trustees shall have the power to establish or secure establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

The promotion of art for the public benefit by establishing and maintaining affordable studio space for artists in necessitous circumstances upon terms appropriate to their means.

The relief of unemployment for the public benefit in particular by the provision of training or by providing workspace, buildings and land.

The promotion of the conservation, protection and improvement of the physical and natural environment for the public benefit by raising awareness of and encouraging practical steps to reduce levels of atmospheric carbon dioxide.

**Chairman's report**

**Achievements and performance**

As a registered charity the Chichester Community Development Trust (CCDT) puts creativity and entrepreneurial spirit at the heart of its work in the community. Working across Chichester CCDT empowers local people by developing their skills and supporting projects that create local activities, employment and community spirit. CCDT owns and manages community buildings and land, safe-guarding these important spaces for the community and reinvesting any profits to create long-term economic, social and environmental benefits.

2017/18 has been another busy and exciting year for CCDT and has seen new projects and staff members join the organisation. The Community Hall at Roussillon Park continues to thrive with new bookings and a wide range of community development activities taking place every week.

The Lodge, our fantastic community venue that is home to the Little Learners preschool and our youth projects, continues to offer a brilliant venue and community development activities to the residents at Graylingwell Park and as the development has recently passed the half way mark it is a much needed resource and facility.

**Chichester Community Development Trust**  
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**Trustees' report (continued)**  
**For the year ended 31 March 2018**

Both facilities deliver activities including community and internet cafés, book clubs, yoga, Pilates, Capoeira, WI, fantastic quiz evenings and youth programmes. Thanks to these and the many other activities and events run by CCDT there is a strong and vibrant sense of community. I'm particularly pleased to report that more residents than ever have used our facilities, over 6,000 people have taken part in activities over the last year. Just as importantly new volunteers have been recruited and we now have an active and committed team of 26 volunteers supporting our work and programmes.

This year the organisation has £736,425 in income and now has a total of £208,000 in fixed assets with total reserves of £823,091. Reserves are broken down into £208k designated fixed asset fund, £492k designated Graylingwell Chapel fund, £1k other designated fund and £107k of free reserves to cover the running costs of the charity. The reserves achieved this year include the legacy amount from Linden Downland LLP that is designated for the redevelopment of Graylingwell Chapel as well as ensuring the Trust has 6 months running costs in the bank.

This year we have had significant progress with the Graylingwell Chapel project. We have received initial support from the Heritage Lottery Fund (HLF) for the Heritage at the Heart of Graylingwell project which aims to renovate and repurpose Graylingwell Chapel into a warm, inviting, building that will tell the story of Graylingwell and serve the community both at Graylingwell Park and in Chichester for decades to come. Development funding of £142,900 has been awarded which will enable us to:

- Appoint a Building Works Project Manager, a Project Coordinator and Activity Plan Consultant
- Appoint a Lead Architect including CDM Coordinator, Quantity Surveyor, Mechanical and Engineering Consultant, Structural Engineer
- Carry out surveys to the stained glass windows
- Develop ideas for a memory café
- Support with designs for landscaping as well as Interpretation design

We hope to make the full application in the autumn of 2018.

Additional funding was secured during the year from a number of sources to further CCDT's work including;

- S106 funding from Chichester district and City council to develop the Water Tower into a fantastic community hub which will be opening in the summer of 2018
- Hyde Housing funding to deliver the innovative "Discover your future" project
- Funding from Tesco's and the Cooperative to develop a community garden at Graylingwell park

CCDT welcomed a new team member Jemima Eames to the organisation to take up the role of Facilities Coordinator to support the team and enable the organisation to grow.

We couldn't achieve half of what we do without strong partnerships and I'm pleased to report the continuing strength of our partnerships with the City, District and County Councils, Chichester University, Immanuel and St Pancras churches, VAAC, The Novium Museum and the University of Chichester.

The CCDT board, staff and volunteers have worked very hard and the extensive programme of activities delivered in 2017/18 demonstrates the far reaching impact we are starting to have in the local community. Their contribution is highly valued. CCDT has also received considerable in-kind support from core partners, particularly Chichester City and District Councils, Linden Homes and Clarion Housing Group.

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

**Chichester Community Development Trust**  
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**Trustees' report (continued)**  
**For the year ended 31 March 2018**

**Financial review**

**a. Going concern**

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

**b. Reserves policy**

The Trustees will endeavour not to set aside funds unnecessarily. The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure.

**Structure, governance and management**

**a. Constitution**

The charity is registered as a charitable company limited by guarantee governed by its Memorandum and Articles of Association dated 30 December 2009 as amended by a special resolution on 20 December 2010.

The charity is constituted under a Memorandum of Association dated 30 December 2009 and is a registered charity number 1140014.

**b. Method of appointment or election of Trustees**

For the purposes of the Companies Act 2006, the Board of Trustees is recognised as the Board of Directors of the company. The Trustees of the company through the year and to the date of signing the report are as shown on page 1.

The Trustees may at any time co-opt any person (but not more than three at any one time) duly qualified to be appointed as a Trustee to fill a vacancy in their number.

**c. Risk management**

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

**Chichester Community Development Trust**  
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**Trustees' report (continued)**  
**For the year ended 31 March 2018**

**Trustees' responsibilities statement**

The Trustees (who are also directors of Chichester Community Development Trust for the purposes of company law) are responsible for preparing the Trustees' 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. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

To conclude I would like to thank our staff, the Board of Trustees and our wonderful volunteers for their hard work and support during the year. Chichester Community Development Trust's plans and objectives for the next 5 years are inspiring and ambitious and I look forward to another positive and productive year for the Trust supporting the people and community of Chichester.

This report was approved by the Trustees, on \_\_\_\_\_ and signed on their behalf by:

Phil Miles  
Chairman

**Chichester Community Development Trust**  
**(A company limited by guarantee)**

**Independent examiner's report**  
**For the year ended 31 March 2018**

**Independent examiner's report to the Trustees of Chichester Community Development Trust (the 'charity')**

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 March 2018.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

**Responsibilities and basis of report**

As the Trustees of the charity (and 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 charity 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 the charity's accounts 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**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I can 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 charity 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.

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.

Signed:

Dated:

Simon Webber BA FCA DChA

**Kreston Reeves LLP**  
Chartered Accountants  
9 Donnington Park  
85 Birdham Road  
Chichester  
West Sussex, PO20 7AJ

**Chichester Community Development Trust**  
**(A company limited by guarantee)**

**Statement of financial activities incorporating income and expenditure account**  
**For the year ended 31 March 2018**

	Note	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
<b>Income from:</b>					
Donations and legacies	2	522,274	82,772	605,046	26,027
Charitable activities	3	52,564	-	52,564	54,266
Investments	4	96	-	96	87
Other income	5	78,719	-	78,719	93,594
<b>Total income</b>		<b>653,653</b>	<b>82,772</b>	<b>736,425</b>	<b>173,974</b>
<b>Expenditure on:</b>					
Charitable activities	6,7	147,568	96,131	243,699	173,597
<b>Total expenditure</b>		<b>147,568</b>	<b>96,131</b>	<b>243,699</b>	<b>173,597</b>
<b>Net income / (expenditure) before transfers</b>		<b>506,085</b>	<b>(13,359)</b>	<b>492,726</b>	<b>377</b>
Transfers between funds	14	(21,599)	21,599	-	-
<b>Net income before other recognised gains and losses</b>		<b>484,486</b>	<b>8,240</b>	<b>492,726</b>	<b>377</b>
<b>Net movement in funds</b>		<b>484,486</b>	<b>8,240</b>	<b>492,726</b>	<b>377</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		323,708	6,657	330,365	329,988
<b>Total funds carried forward</b>		<b>808,194</b>	<b>14,897</b>	<b>823,091</b>	<b>330,365</b>

The notes on pages 10 to 20 form part of these financial statements.

**Chichester Community Development Trust**  
**(A company limited by guarantee)**  
**Registered number: 07114119**

**Balance sheet**  
**As at 31 March 2018**

	Note	£	2018 £	£	2017 £
<b>Fixed assets</b>					
Tangible assets	11		<b>208,000</b>		217,600
<b>Current assets</b>					
Debtors	12	<b>31,125</b>		21,135	
Cash at bank and in hand		<b>586,078</b>		105,737	
		<u><b>617,203</b></u>		<u>126,872</u>	
<b>Creditors:</b> amounts falling due within one year	13	<u><b>(2,112)</b></u>		<u>(14,107)</u>	
<b>Net current assets</b>			<u><b>615,091</b></u>		112,765
<b>Net assets</b>			<u><b>823,091</b></u>		<u>330,365</u>
<b>Charity Funds</b>					
Restricted funds	14		<b>14,897</b>		6,657
Unrestricted funds	14		<b>808,194</b>		323,708
<b>Total funds</b>			<u><b>823,091</b></u>		<u>330,365</u>

The charity's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the charity to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved and authorised for issue by the Trustees on \_\_\_\_\_ and signed on their behalf, by:

Phil Miles (Trustee)

The notes on pages 10 to 20 form part of these financial statements.

**Chichester Community Development Trust**  
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**Statement of cash flows**  
**For the year ended 31 March 2018**

	<b>Note</b>	<b>2018</b> <b>£</b>	<b>2017</b> <b>£</b>
<b>Cash flows from operating activities</b>			
Net cash provided by operating activities	16	<b>480,245</b>	12,937
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments		<b>96</b>	87
<b>Net cash provided by investing activities</b>		<b>96</b>	87
<b>Change in cash and cash equivalents in the year</b>		<b>480,341</b>	13,024
Cash and cash equivalents brought forward		<b>105,737</b>	92,713
<b>Cash and cash equivalents carried forward</b>	17	<b>586,078</b>	105,737

The notes on pages 10 to 20 form part of these financial statements.

**Chichester Community Development Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 March 2018**

**1. Accounting policies**

**1.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Chichester Community Development Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**1.2 Company status**

The charity is a company limited by guarantee incorporated in England and Wales. The members of the company are the Trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

**1.3 Going concern**

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**1.4 Income**

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

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

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.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**Chichester Community Development Trust**  
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**Notes to the financial statements**  
**For the year ended 31 March 2018**

**1. Accounting policies (continued)**

**1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the charity's educational and social welfare operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

**1.6 Tangible fixed assets and depreciation**

All assets costing more than £500 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Long-term leasehold property	-	2% straight line basis
Plant and machinery	-	10% straight line basis

**1.7 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.8 Cash at Bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Chichester Community Development Trust**  
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**Notes to the financial statements**  
**For the year ended 31 March 2018**

**1. Accounting policies (continued)**

**1.9 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

**1.10 Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.11 Pensions**

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

**1.12 Fund accounting**

Unrestricted income funds are general 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 costs 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.

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**Notes to the financial statements**  
**For the year ended 31 March 2018**

**2. Income from donations and legacies**

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Graylingwell Chapel	492,000	20,000	512,000	-
Heritage lottery grant	-	-	-	10,000
Other grants/consultancy bids	2,124	7,516	9,640	4,382
Awards for all	13,032	20,006	33,038	6,405
AS Youth	5,118	20,450	25,568	5,240
Architectural heritage	-	14,800	14,800	-
SSE trade up	10,000	-	10,000	-
	<u>522,274</u>	<u>82,772</u>	<u>605,046</u>	<u>26,027</u>
Total donations and legacies				
	<u>3,872</u>	<u>22,155</u>	<u>26,027</u>	
Total 2017				

**3. Income from charitable activities**

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
HLF booklet sales	55	-	55	350
Residents contributions	21,197	-	21,197	26,546
Rental income	31,312	-	31,312	27,370
	<u>52,564</u>	<u>-</u>	<u>52,564</u>	<u>54,266</u>
Total 2017	<u>54,266</u>	<u>-</u>	<u>54,266</u>	

**4. Investment income**

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Investment income	96	-	96	87
Total 2017	<u>87</u>	<u>-</u>	<u>87</u>	

**Chichester Community Development Trust**  
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**Notes to the financial statements**  
**For the year ended 31 March 2018**

**5. Other income**

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Linden Homes, S106 & green travel plan	53,851	-	53,851	45,759
Summer garden party	4,682	-	4,682	5,226
Gateman	6,075	-	6,075	17,161
Roussillon SLA	12,700	-	12,700	20,000
Consultancy	1,411	-	1,411	5,448
	<u>78,719</u>	<u>-</u>	<u>78,719</u>	<u>93,594</u>
Total 2017	<u>93,594</u>	<u>-</u>	<u>93,594</u>	

**6. Direct costs**

	Charitable Activities £	Total 2018 £	Total 2017 £
Staff costs	93,588	93,588	87,072
Activities and events	14,334	14,334	16,131
Office expenses	5,203	5,203	8,363
Heritage lottery	-	-	12,908
NHB Water Tower	39,457	39,457	2,344
Start up costs	-	-	453
General building cost	13,562	13,562	6,341
Trust management	333	333	1,723
Training	6,067	6,067	2,343
AS Youth	4,813	4,813	4,956
Marketing and publicity	7,549	7,549	9,336
Insurance costs	2,406	2,406	1,304
Legal and professional costs	5,656	5,656	7,926
Professional costs (The Chapel)	12,631	12,631	-
Depreciation of tangible fixed assets	9,600	9,600	9,600
Architect and project costs (Architectural heritage fund)	25,355	25,355	-
	<u>240,554</u>	<u>240,554</u>	<u>170,800</u>
Total 2017	<u>173,597</u>	<u>173,597</u>	

**Chichester Community Development Trust**  
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**Notes to the financial statements**  
**For the year ended 31 March 2018**

**7. Governance costs**

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Independent examiner's Fee	3,145	-	3,145	2,797

**8. Net income/(expenditure)**

This is stated after charging:

	2018 £	2017 £
Depreciation of tangible fixed assets: - owned by the charity	9,600	9,600
Independent examination fees	600	550
Independent examiner's remuneration - other services	2,545	2,247

During the year, no Trustees received any remuneration (2017 - £NIL).

During the year, no Trustees received any benefits in kind (2017 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2017 - £NIL).

**9. Staff costs**

The average number of persons employed by the charity during the year was as follows:

2018 No.	2017 No.
7	9

No employee received remuneration amounting to more than £60,000 in either year.

Details of key management personnel can be found on the information page. The total amount of employee benefits received by key management personnel for services to the charity during the year were £43,924 (2017: £35,132).

**Staff costs**

	2018 £	2017 £
Wages	88,760	85,469
Social security costs	2,533	1,603
Pension contributions	2,295	-
Total	93,588	87,072

**Chichester Community Development Trust**  
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**Notes to the financial statements**  
**For the year ended 31 March 2018**

**10. Taxation**

The company is a registered charity and is, therefore, exempt from taxation on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

**11. Tangible fixed assets**

	<b>Long-term leasehold property £</b>	<b>Plant and machinery £</b>	<b>Total £</b>
<b>Cost</b>			
At 1 April 2017 and 31 March 2018	<b>180,000</b>	<b>60,000</b>	<b>240,000</b>
<b>Depreciation</b>			
At 1 April 2017	<b>9,900</b>	<b>12,500</b>	<b>22,400</b>
Charge for the year	<b>3,600</b>	<b>6,000</b>	<b>9,600</b>
At 31 March 2018	<b>13,500</b>	<b>18,500</b>	<b>32,000</b>
<b>Net book value</b>			
At 31 March 2018	<b>166,500</b>	<b>41,500</b>	<b>208,000</b>
At 31 March 2017	170,100	47,500	217,600

**12. Debtors**

	<b>2018 £</b>	<b>2017 £</b>
Trade debtors	<b>8,031</b>	4,469
Other debtors	<b>94</b>	-
Prepayments and accrued income	<b>23,000</b>	16,666
	<b>31,125</b>	21,135

**13. Creditors: Amounts falling due within one year**

	<b>2018 £</b>	<b>2017 £</b>
Trade creditors	<b>43</b>	3,282
Accruals and deferred income	<b>2,069</b>	10,825
	<b>2,112</b>	14,107

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**Notes to the financial statements**  
**For the year ended 31 March 2018**

**13. Creditors: Amounts falling due within one year (continued)**

	£
<b>Deferred income</b>	
Deferred income at 1 April 2017	8,845
Amounts released from previous years	(8,845)
	<hr/>
Deferred income at 31 March 2018	-
	<hr/> <hr/>

Deferred income comprises £Nil (2017: £8,845) of grants and other income received in advance.

**14. Statement of funds**

**Statement of funds - current year**

	Balance at 1 April 2017 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2018 £
<b>Designated funds</b>					
Fixed assets	217,600	-	(9,600)	-	208,000
Booklet sales	1,097	55	-	-	1,152
Graylingwell Chapel	-	492,000	-	-	492,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	218,697	492,055	(9,600)	-	701,152
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>General funds</b>					
Unrestricted income fund	105,011	161,598	(137,968)	(21,599)	107,042
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Unrestricted funds	323,708	653,653	(147,568)	(21,599)	808,194
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Restricted funds</b>					
Awards for All	6,405	-	(6,405)	-	-
Heritage lottery grant	252	-	(252)	-	-
Architectural Heritage fund	-	14,800	(25,355)	10,555	-
NHB Water Tower	-	20,006	(31,050)	11,044	-
AS Youth	-	20,450	(20,450)	-	-
Graylingwell Chapel	-	20,000	(9,869)	-	10,131
M&S Funding	-	500	(500)	-	-
Community Garden	-	4,766	-	-	4,766
Locality Community Led Housing	-	2,250	(2,250)	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	6,657	82,772	(96,131)	21,599	14,897
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total of funds	330,365	736,425	(243,699)	-	823,091
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**Chichester Community Development Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 March 2018**

**14. Statement of funds (continued)**

Certain unrestricted funds have been designated by the Trustees as follows:

Fixed assets - fixed assets held by the charity and used to achieve their charitable objectives  
 Booklet sales - income received from the project book "Beneath The Water Tower"  
 Graylingwell Chapel - for the redevelopment and regeneration of Graylingwell Chapel.

Restricted funds include:

Awards for All - for office refurbishment  
 Heritage lottery grant - to explore and preserve the social and cultural history of Graylingwell Hospital  
 Architectural Heritage Fund - to fund a project organiser and architect to develop the ideas from the consultations on Graylingwell Chapel  
 NHB Water Tower - for building a community hub  
 AS Youth - for outreach and retention of youth ambassadors  
 Graylingwell Chapel - for the redevelopment and regeneration of Graylingwell Chapel  
 M&S Funding - to purchase paint & materials for maintenance of the Lodge  
 Community Garden - to build a community garden  
 Locality Community Led Housing - supporting community projects

**Statement of funds - prior year**

	Balance at 1 April 2016 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2017 £
<b>Designated funds</b>					
Fixed assets	227,200	-	(9,600)	-	217,600
Booklet sales	747	350	-	-	1,097
	<u>227,947</u>	<u>350</u>	<u>(9,600)</u>	<u>-</u>	<u>218,697</u>
<b>General funds</b>					
Unrestricted income fund	102,041	151,469	(146,396)	(2,103)	105,011
Total Unrestricted funds	<u>329,988</u>	<u>151,819</u>	<u>(155,996)</u>	<u>(2,103)</u>	<u>323,708</u>
<b>Restricted funds</b>					
Awards for All	-	6,405	-	-	6,405
Heritage lottery grant	-	10,000	(9,748)	-	252
HHA Contribution	-	250	(260)	10	-
AS Youth	-	5,000	(7,593)	2,593	-
CDC Grant	-	500	-	(500)	-
	<u>-</u>	<u>22,155</u>	<u>(17,601)</u>	<u>2,103</u>	<u>6,657</u>
Total of funds	<u><u>329,988</u></u>	<u><u>173,974</u></u>	<u><u>(173,597)</u></u>	<u><u>-</u></u>	<u><u>330,365</u></u>

**Chichester Community Development Trust**  
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**Notes to the financial statements**  
**For the year ended 31 March 2018**

**15. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £
Tangible fixed assets	208,000	-	208,000
Current assets	602,306	14,897	617,203
Creditors due within one year	(2,112)	-	(2,112)
	<u>808,194</u>	<u>14,897</u>	<u>823,091</u>

**Analysis of net assets between funds - prior year**

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £
Tangible fixed assets	217,600	-	217,600
Current assets	120,215	6,657	126,872
Creditors due within one year	(14,107)	-	(14,107)
	<u>323,708</u>	<u>6,657</u>	<u>330,365</u>

**16. Reconciliation of net movement in funds to net cash flow from operating activities**

	2018 £	2017 £
Net income for the year (as per Statement of Financial Activities)	492,726	377
<b>Adjustment for:</b>		
Depreciation charges	9,600	9,600
Dividends, interest and rents from investments	(96)	(87)
(Increase)/decrease in debtors	(9,990)	2,088
(Decrease)/increase in creditors	(11,995)	959
<b>Net cash provided by operating activities</b>	<u>480,245</u>	<u>12,937</u>

**17. Analysis of cash and cash equivalents**

	2018 £	2017 £
Cash in hand	586,078	105,737
Total	<u>586,078</u>	<u>105,737</u>

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**Notes to the financial statements**  
**For the year ended 31 March 2018**

**18. Members' liability**

The charity is a private company limited by guarantee and consequently does not have share capital. Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £1 for the debts and liabilities contracted before he/she ceases to be a member.

**19. Related party transactions**

There were no transactions with related parties during the year.

**20. Controlling party**

The charity is controlled by the Trustees who are all directors of the company.