

CREATIVenergie



CREATIVenergie Annual Report & Financial Statements

1 December 2014 to 30 November 2015

Registered with Companies House, England & Wales
Company No. 08771953

Registered Address
13 Ivychurch Lane
London
SE17 2RN

Scottish Correspondence Address
51 Craiglockhart Road
Edinburgh
EH14 1HH



FRIDAY



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27/05/2016
COMPANIES HOUSE

Trustees & Directors' Report

Structure, Governance & Management

Directors

Mr Gareth Selby and Dr Joel Chaney have been Directors of the company since incorporation, were in post at 30 November 2015 and remain in post as at the date of approving this report.

Trustees

Mr Gareth Selby and Dr Joel Chaney have been Trustees of the Charitable Company since the approval of the application to convert the Company into a Charitable Company was granted on 9 December 2014. They remain in post at the date of approving this report.

Members

The Articles of Association require CREATIVenergie to have at least three members. The membership, throughout the year 2014-2015 and up to and including the date of signing these Accounts, was as follows:

Mr Gareth Selby (Chair of Directors, Trustee)

Dr Joel Chaney (Director, Trustee)

Mrs Esther Chaney (Appointed Secretary 17 July 2015)

Ms Lucy Frankenburg

Supporters

During the year 62 financial donations were received in support of CREATIVenergie's work, pledged through the Crowdfunder campaign. These mainly came from individuals, but some represented the support of couples/families and one church congregation. By the close of the year more than ninety people had signed up to receive updates on the work of CREATIVenergie, some interested in volunteering or giving financially in the future. The supporters are primarily based within the UK, including at least 20 people known to be based in Scotland, but some reside overseas.

Company Status

CREATIVenergie is a private company, limited by guarantee, with no share capital. The company registered in England and Wales (company no. 08771953) at the time of incorporation. It is governed by its Articles of Association. Each of the Directors were liable for £10 if the company were to be wound up. Activities are conducted across the UK (primarily England and Scotland) and overseas (to date Kenya and Tanzania).

During the previous financial year, the Directors applied to convert CREATIVenergie into a Charitable Company, meaning that it would be recognised as a charity for tax purposes as well as allowing receipt of charitable donations. The application was granted on 9 December 2014. It is anticipated that income will rise in 2016 and the company will register with the Charity Commission at that point.

Reference & Administrative Information

Bankers

The CREATIVenergie bank account is held with:

Reliance Bank Ltd.
Faith House
23-24 Lovat Lane
London
EC3R 8EB

Independent Examiner

During the year 2014/15 the Trustee Directors of CREATIVnergie appointed an Independent Examiner as detailed below:

Kenneth A Roy
Chartered Certified Accountant
31 Buckstone Court
Edinburgh
EH10 6UL

Registered Office

The registered address for CREATIVnergie remains the same as at the date of incorporation:

13 Ivychurch Lane
London
SE17 2RN

A Scottish correspondence address has been recorded with Companies House for one of the two Director Trustees (Dr Chaney) and the Secretary (Mrs Chaney) in recognition of their residence in Scotland and the organisation's presence in Scotland. The Scottish address is:

51 Craiglockhart Road
Edinburgh
EH14 1HH

Objectives & Activities for the Public Benefit

On 9th December 2014 the Directors of CREATIVnergie passed a resolution to amend the Objects, to:

A. The advancement of the Christian faith and understanding of its relevance to the environment, for the benefit of the public throughout the world, in particular but not exclusively by producing and/or disseminating literature to enlighten the public on what the Christian Bible has to say about the environment.

B. To promote sustainable development for the benefit of the public, throughout the world, in particular but not exclusively by:

- 1. Providing training and training materials on sustainable technologies.*
- 2. Promoting energy equality and conservation of natural resources.*
- 3. The promotion of sustainable means of achieving economic growth and regeneration.*
- 4. Carrying out research into sustainable development and renewable energy technologies.*

Sustainable development means "development which meets the needs of the present without compromising the ability of future generations to meet their own needs."

It is considered that activities that fulfil the objects provide public benefit, and the Director Trustees have had regard for this in their decision making throughout the year.

Achievements & Performance

The year 2014/15 has seen CREATIVenergie moving from a year of establishing the legal status of the Charitable Company to one of delivering projects at maximum capacity for the current workforce. To facilitate this CREATIVenergie launched a crowd funding campaign with the help of a professional filmmaker who donated his services for free. The result was a high quality film that enabled CREATIVenergie to raise almost double its fundraising target, with pledges totalling £4,061 plus Gift Aid. This has allowed CREATIVenergie to publish a biogas training manual, deliver a 10 day *Train the Trainers* biogas course in Kenya, which included construction of digesters, and schedule a biogas project in The Philippines IMC for March 2016. The video is still available through the fundraising page at www.crowdfunder.co.uk/gas-from-dung

The work in Kenya was a significant success for CREATIVenergie. The aim was to create training materials and a manual for a biogas course that would equip trainers at Cheptebo Rural Development Centre (RDC) to replicate the course and effectively disseminate the CREATIVenergie biogas digester design amongst local farmers. The book that was written and published and the 10 day course that was delivered did exactly that. One digester was fully completed during that time and construction commenced on several others that course attendees quickly completed afterwards. Seven digesters are now fully operational with one more in progress. The cost of constructing the digesters (materials and labour) was funded through donations received by CREATIVenergie and by Cheptebo RDC, with each recipient household contributing financially to demonstrate their commitment to accessing the benefits of biogas. The digesters are now considered the property of the household members.

As a result of the Crowdfunder campaign, a link was established with ECHO's East Africa Impact Centre, another agricultural training organisation, in neighbouring Tanzania. One of the CREATIVenergie Directors was able to visit ECHO before returning to the UK, to discuss collaborative projects. We were then able to support, financially and through mentoring, two of the men trained in Kenya to go and train ECHO personnel and local biogas technicians in the construction of a demonstration expanding bag biogas digester. ECHO's East African Director wrote to us to relay how impressed he and the technicians from other organisations were with the CREATIVenergie design and the training given by the Kenyan trainers.

Preparations for The Philippines IMC project is now fully underway with flights booked for March 2016 and a team assembled to visit the Philippines to deliver the initial biogas training, and construction of a biogas plant. We are actively communicating with the IMC team in The Philippines to prepare the ground for this project and ensure materials are purchased prior to our arrival.

PR activities have included running a stall at Edinburgh's Mini Maker's Faire, part of Edinburgh Science Festival; giving a talk on crowdfunding and running a discussion workshop on biogas at the Small Is Beautiful Festival at the Centre for Alternative Technology; contributing to the climate change edition of Footsteps (Tearfund's magazine for development practitioners around the world) due to be circulated January 2016.

In summary the year 2014/15 has seen CREATIVenergie outwork its aim of providing and disseminating training and training materials on sustainable technologies, with a focus on renewable energy.

Financial Review Including Reserves Policy

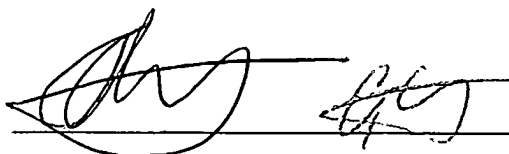
Fund raising activities were focussed on the Crowdfunder campaign, which proved successful both in terms of financial income but also raising the profile of CREATIVenergie and creating a network of supporters interested in our work. The charitable company received donations and Gift Aid of £4,944.68, spent £3,255.85 and had unrestricted reserves of £1,688.83 at the year end. One church congregation that gave a donation to the Crowdfunder campaign have committed to making another financial donation in the near future. The Directors have been identifying other potential income sources, including grant funding to enable future projects to be undertaken. An application has been submitted to fund a feasibility study in collaboration with ECHO's East Africa Impact Centre. The Trustees have not yet set a policy for reserves.

Plans for the Future

Over the 2015/16 accounting period CREATIVenergie's Directors and Trustees hope to:

- Finalise plans for delivery of the Train the Trainers course in The Philippines, and deliver this in March 2016 (flights are already booked)
- Set the direction of the company longer term, including activities to outwork the vision and exploring different income streams
- Expand the Board of Trustees through the appointment of additional members with a range of skills and experiences that will assist the charitable company in the process of scaling up
- Continue to establish a network of people interested in partnering with CREATIVenergie in various ways including financially
- Finish delivering rewards to everyone that pledged support to the Crowdfunder campaign
- Hold Family Days (one in Scotland and one in England) to strengthen relationships with supporters (actively volunteering, donating financially and spiritual support)
- Launch the updated website
- Establish a robust system of monitoring and evaluation for existing and future biogas digesters to enable learning and future innovations to continually enhance the affordability and robustness of the design
- Explore possibilities for Train the Trainers courses in other countries.

Signature of Trustee Directors



Name of Trustee Director

Dr Joel Chaney

Mr Gareth Selby

(16.12.2015)

Statement of Financial Activities (Income & Expenditure Account)

Year ended 30 November 2015

	Note	2015 Unrestricted Funds £	2015 Restricted Funds £	2015 Total Funds £
Incoming Resources				
Voluntary Income	2	4,335.01	-	4,335.01
Gift Aid Recovered	3	609.67	-	609.67
Total incoming resources		4,944.68	-	4,944.68
Resources Expended	4			
Materials for Project	5	117.72	-	117.72
Travel	6	1,374.34	-	1,374.34
Training	7	1,003.62	-	1,003.62
Printing	8	185.00	-	185.00
Advertising	9	89.20	-	89.20
Website & IT	10	150.70	-	150.70
Bank Charges	11	2.08	-	2.08
Membership, Association & Professional Fees	12	21.00	-	21.00
Postage		12.19	-	12.19
Governance Costs	13	300.00	-	300.00
Total resources expended		3,255.85	-	3,255.85
Net incoming / (outgoing) resources for the year		1,688.83	-	1,688.83
Reconciliation of Funds				
Funds brought forward at 1st December		-	-	-
Fund carried forward at 30th November		1,688.83	-	1,688.83

Balance Sheet

Year ended 30 November 2015

	Note	2015 Total Funds £	2014 Total Funds £
Current Assets			
Bank		2,336.65	-
Debtors	14	677.50	-
Total current assets		3,014.15	-
Creditors			
<i>Amounts falling due within one year:</i>			
Expenses due to Directors	15	656.80	-
Expenses due to Secretary	16	55.19	-
External Examination Fee	17	300.00	-
Training (2nd of 2 installments)	18	313.33	-
		1,325.32	-
Net Current Assets		1,688.83	-
Net Assets		1,688.83	-
Funds			
Restricted funds		-	-
Unrestricted funds		1,688.83	-
Total funds		1,688.83	-

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 November 2015.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 30 November 2015 in accordance with Section 476 of the Companies Act 2006.

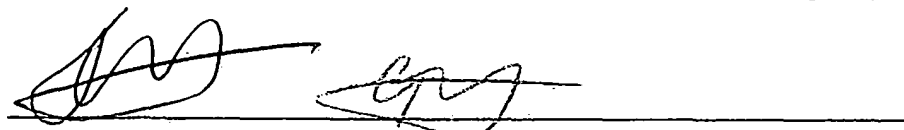
The trustees acknowledge their responsibilities for:

- 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.

These financial statements have been prepared in accordance with the special provisions of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 16th December 2015 and were signed on its behalf by:

Signature of Trustee Director



Name of Trustee Director

Dr Joel Chaney

Mr Gareth Selby

(16.12.2015)

Notes to Accounts

1 Accounting Policies

Accounting Convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming Resources

All incoming resources are included on the statement of Financial Activities when the charitable company is legally entitled to the income and the amount can be quantified with reasonable accuracy. Income is deferred when the charitable company has to fulfil conditions before becoming entitled or where the donor has specified that the income is to be expended in a future period.

Investment income is recognised on a received basis.

Resources Expended

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 resources.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements. All other costs relate to supporting our charitable activities.

2 Voluntary Income

Voluntary income is made up of two sources: regular monthly donations and pledges received upon completion of a successful Crowdfunder campaign during December 2014 and January 2015.

3 Gift Aid Recovered

Gift Aid was recovered on Crowdfunder donations, if the donor had agreed to this. No Gift Aid has yet been claimed for Seed Money donated after 09/12/2014, the date on which HMRC granted recognition as a charity for tax purposes as Gift Aid declarations had not been received by the date of the claim submission.

4 Resources Expended

Any costs incurred that are not included within the below categories (e.g. by the Directors to travel to meetings, computers, internet, telephone calls) were borne personally.

5 Materials for Project

Materials were purchased in the UK to test suitability for use in an expanding bag biogas digester. A few items were purchased to take to Kenya for use on the training course as these were not expected to be available locally (they were left in Kenya).

6 Travel

Travel expenses were incurred during the year to enable both Director Trustees to co-facilitate a Train the Trainers Biogas Course in Kenya (March April 2015). This includes international and domestic flights, visas, food and accommodation. This category also includes costs associated with travel whilst delivering the course e.g. transporting materials to site and visiting each site to mentor and supervise trainees during the construction of biogas digesters. All travel costs for networking, Board meetings and other aspects of CREATIVenergie business were borne personally by the Director Trustees.

7 Training

Training costs relate to the construction of biogas digesters within the context of training courses. Firstly in Kenya during the biogas course held at Cheptebo Rural Development Centre in March and secondly when two men trained on that course went to Tanzania in October 2015 on CREATIVenergie's behalf to teach ECHO personnel and representatives from other organisations based locally to construct expanding bag biogas digesters. This provided an opportunity to practice their skills and to build relationships between CREATIVenergie, Cheptebo RDC and ECHO. Food and accommodation were kindly provided by ECHO. Most materials were purchased by ECHO with a stove being donated by another local organisation. Manual labour was provided in kind. It was agreed in advance that CREATIVenergie would contribute Kenyan Shillings 96,000 (in two instalments) to this partnership project to enable technicians we had trained to travel from Kenya to Tanzania.

8 Printing

50 copies of a Biogas Training Manual, written by the Director Trustees, were professionally printed in time for use on the Train the Trainers Biogas Course in Kenya and those not required for the course are used to train others in the improved tubular digester designed by the Director Trustees

9 Advertising

Promotional postcards were designed internally and printed professionally during the year for use at events

10 Website & IT

A number of expenses were incurred throughout the year in connection to the CREATIVenergie website (domain registration) and the equipment used to host this. No costs were made in relation to laptops owned by the Director Trustees and Secretary nor internet usage.

11 Bank Charges

One bank account is operated through Reliance Bank. There are occasional charges for usage of the account. All charges during this year were Money Transmission Charges

12 Membership, Association & Professional Fees

An application to join the Scottish Malawi Partnership was granted part way through the year and a reduced membership fee paid for 2015. A fee was charged by Companies House when submitting the Annual Return online.

13 Governance Costs

See note 17

14 Debtors

This year flights were pre-paid in preparation for the Trustee Directors to co-facilitate a Train the Trainers Biogas Course in March 2016, as follows:

Flights London to Manilla & Return (G Selby & J Chaney)	£ 677.50
	<u>£ 677.50</u>

15 Expenses due to Directors

A number of expenses were incurred by the Trustee Directors during the year in relation to carrying out the activities of the charitable company. Reimbursement had been requested but not processed at the end of the financial year. All of the below were allocated to Travel apart from the materials for construction of the biogas digesters during the Train the Trainers course in Kenya, which was allocated to Training. The expenses are as follows:

Visas x2 (Kenya)	£ 60.00
Accommodation 1 night 2ppl incl. airport transportation (Nairobi)	£ 120.00
Materials for biogas digesters (Kenyan course)	£ 361.00
Travel during Kenyan course	£ 50.00
Food (Kenya)	£ 25.00
Visa x1 (Tanzania)	£ 33.19
Accommodation 1 night 1 person (Arusha, Tanzania)	£ 7.61
	<u>£ 656.80</u>

16 Expenses due to Secretary

A number of expenses were incurred by the Secretary during the year in relation to carrying out the activities of the charitable company. Reimbursement had been requested but not processed at the end of the financial year. The expenses were as follows:

Postage	£	12.19
Advertising	£	40.00
Printing	£	3.00
	<u>£</u>	<u>55.19</u>

17 Independent Examination Fee

The Directors approved the engagement of an independent examiner and agreed to pay Kenneth A Roy a fee of £300 upon completion of the examination, which will be paid in the 2015/16 financial year.

18 Training (2nd of 2 instalments)

The second instalment of CREATIVenergie's contribution to training costs in Tanzania will be paid in the following financial year. This will be KSH 46,000 converted to £313.33. See note 7 for further information.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CREATIVenergie

I report on the accounts for the year ended 30 November 2015 set out on pages six to eleven.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of the Independent Examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Kenneth A Roy

Member of the Association of Chartered Certified Accountants

31 Buckstone Court

Edinburgh

EH10 6UL

Date:

17/12/15