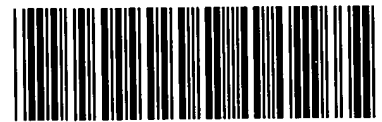


**COMMUNITY ACTION: MK
AND ITS SUBSIDIARY
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
31 MARCH 2015**

Charity Number 1092047

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**COMMUNITY ACTION: MK
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

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COMMUNITY ACTION: MK COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2015

The trustees, who are also directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2015.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Community Action: MK
Charity registration number	1092047
Company registration number	04279401
Registered office	Acorn House 351 Midsummer Boulevard Milton Keynes MK9 3HP

The trustees

The trustees who served the charity during the period were as follows:

G Yafai
S Thornton
K Caldbeck (retired 5 November 2014)
B Fox (retired 5 November 2014)
J Cove
F Mercer
A Grout (retired 29 July 2014)
V Pandya
K Smith
D Tunney (retired 18 October 2014)
C Westell (retired 5 November 2014)
S Frossell

Secretary T Marren

Auditor Keens Shay Keens MK LLP
Chartered Accountants
& Statutory Auditor
Sovereign Court
230 Upper Fifth Street
Central Milton Keynes
MK9 2HR

Bankers Natwest Bank Plc
501 Silbury Boulevard
Saxon Gate East
Milton Keynes
MK9 3ER

COMMUNITY ACTION: MK COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity is a company limited by guarantee and was incorporated on 31st August 2001. It is governed by its Memorandum and Articles of Association.

The directors, as defined by the Memorandum and Articles, act as directors of the company and, as the organisation is a registered charity, act also as its charitable trustees.

The directors at 31 March 2015 are listed on page 1.

Recruitment and Appointment of the board of trustees

The trustees are elected annually by the members of the charity attending the Annual General Meeting and serve for an initial period of three years. A further three year term may be served. Trustees must be nominated from member organisations. A limited number of additional trustees may also be co-opted onto the trustee board. Trustees meet six times a year. An executive sub-committee, comprising the chair, vice chair and treasurer meets with senior staff bimonthly. From time to time, the board delegates discrete pieces of work to Task Groups, membership of which comprises of at least two trustees plus other appropriate members.

Trustee Induction and Training

New trustees receive both a verbal and written induction. The Trustee Handbook is regularly updated to ensure that the information is accurate and reflects current practice. Trustees are asked to complete a skills audit and skill gaps across the board are discussed and additional trustees are co-opted to meet agreed needs.

Risk Management

The trustees continue to monitor the major risks which the charity faces in relation to external factors and relationships, its governance and management, its internal operations and its business. There is an annual formal review of risk alongside agreed processes and procedures designed to provide reasonable, but not absolute assurance against material misstatement or loss. They include:

- A Five Year Strategic Framework and annual budget approved by the trustees.
- Regular consideration by the trustees of financial results, variance from budgets and performance against the annual plan.
- Delegation of authority and separation of duties.

Internal financial controls conform to guidelines issued by the Charity Commission.

Subsidiaries

The Charity is the guarantor for Community Action Development Services CIC and acts as the asset locked body for the CIC. The objects of the Company are to carry on activities which benefit the community and in particular (without limitation) the residents of Milton Keynes by developing and sustaining community activity. The company is governed through a board of Directors (one of whom is a Trustees of the Charity) and reports progress to the Charity's Board of Trustees at each meeting.

COMMUNITY ACTION: MK COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

OBJECTIVES AND ACTIVITIES

The charitable company's objects and principal activities are to:

Promote any charitable purposes for the benefit of the public, principally but not exclusively in the local government area of Milton Keynes and its environs and, in particular, build the capacity voluntary and community sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose.

Promote, organise and facilitate co-operation and partnership working between the voluntary and community sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

Vision

We believe in a society where people are active and engaged in their community. We believe that a good society cannot exist without a healthy, thriving Voluntary and Community Sector.

Mission

A vibrant Voluntary and Community Sector deserves a strong voice and the best support. Community Action: MK aims to be that support and voice, championing the principles of community development in all that we do.

Aims and Outcomes

Strategic Aims	As a result of our activities by 2018 Community Action: MK will	As a result of our activities by 2018 the local VCS:
Identifying community needs and facilitating appropriate services	<ul style="list-style-type: none"> • Have a clear & robust position on matters such as VCS support needs, its potential contribution to society, community development & Sustainable communities 	<ul style="list-style-type: none"> • Is better informed about community needs and reflects this in providing activities and services • Involves individuals, groups and statutory organisations in identifying needs and creating solutions
Supporting voluntary and community groups to be the best they can be	<ul style="list-style-type: none"> • Be providing a range of practical support services (including volunteering) to meet the needs of the local VCS so that they are as effective as possible 	<ul style="list-style-type: none"> • Will have an increased knowledge of what they need to be the best they can be • Will have an increased knowledge of the services that Community Action: MK offers plus other available support

**COMMUNITY ACTION: MK
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

<p>Facilitating communications and networking amongst local groups</p>	<ul style="list-style-type: none"> • Have increased knowledge and understanding of what works in the co-production of services and activities 	<ul style="list-style-type: none"> • Meets and communicates better in order to identify where collaborative working can support groups to be the best they can be • Makes better use of resources by sharing good practice, knowledge , skills, experience, equipment and premises where appropriate
<p>Enabling effective working relationships between the sector and external organisations</p>	<ul style="list-style-type: none"> • Have a range of collaborative working arrangements with organisations where our complementary approaches achieve additional impact 	<ul style="list-style-type: none"> • Has access to appropriate information and support so it can develop its own views on key issues and actively engage in consultations and effective working relationships • Benefits from working agreements, protocols, and, or, compacts with statutory and other outside bodies
<p>Integrating the sector into local planning and policy making</p>	<ul style="list-style-type: none"> • Be recognized and respected as an advocate for community involvement at all levels of decision making • Have been approached by partners in the statutory and business sectors and asked to be 'the voice' of the sector. We will have successfully argued that we cannot ever be wholly accountable or representative but that a significant benefit of working with us is the potential it offers to engage a wider range of stakeholders in debates and decision making 	<ul style="list-style-type: none"> • Has the knowledge, skills and support to be more involved in local planning and policy making • Provides effective representation from a wide range of VCOs for planning and policy making groups

**COMMUNITY ACTION: MK
COMPANY LIMITED BY GUARANTEE
TRUSTEES ANNUAL REPORT (continued)
YEAR ENDED 31 MARCH 2015**

<p>Having a good reputation and high profile to achieve greater involvement of the community</p>	<ul style="list-style-type: none"> • Have continued to grow our reputation which provides business benefits e.g. opportunity for consultancy, involvement in research projects etc. This in turn enables us to speak with greater authority locally and to a wider audience • Be recognized locally and nationally as a leading organisation for developing grass roots organisations 	<ul style="list-style-type: none"> • Have access to high quality, relevant, targeted information and support in which they can have confidence
<p>Growing and improving our organization based on good practice</p>	<ul style="list-style-type: none"> • Have undertaken fee earning work locally and elsewhere to generate unrestricted income to support delivery of our charitable objectives and further our activities 	<ul style="list-style-type: none"> • Continue to have access to a range of information and support the majority of which is free at the point of delivery

PUBLIC BENEFIT

Community Action: MK aims to provide public benefit by advancing community development through its support of community and voluntary organisations in Milton Keynes. We do this by providing information, advice and training to those organisations, and by working strategically and operationally to promote and support effective community involvement.

Our trustees and staff work together to draw up our strategic plan from which priorities are set and specific work plans devised. Throughout this process the trustees have regard to the Charity Commission's guidance on public benefit and ensure that our services meet those criteria.

Our achievements and performance in the reporting period provide evidence of our impact for public benefit.

ACHIEVEMENTS AND PERFORMANCE

Our aim is to support charities and community groups in Milton Keynes to be skilled, knowledgeable and well run so that they are able to achieve their aims and collaborate effectively with others. We provide opportunities for these groups to network with each other and to share the diverse range of interests and needs in Milton Keynes.

Learning & Events

Our Learning and Events programme has provided 33 opportunities for networking, peer learning, a chance to meet experts in particular fields and explore what additional support we have to offer, for example, strategic planning and outcomes monitoring. We have offered a range of Spotlights, Meet the Expert and 'Introduction to' sessions this year as well as general and targeted networking events. Out of 143 people who completed our evaluation 137 people (overall rating was 4.54 out of 5) were satisfied with the overall event.

**COMMUNITY ACTION: MK
COMPANY LIMITED BY GUARANTEE
TRUSTEES ANNUAL REPORT *(continued)***

YEAR ENDED 31 MARCH 2015

Out of 143 people surveyed 128 people believed Community Action: MK helped improved their confidence in terms of their role within their organisation (overall rating was 3.98 out of 5). Out of 143 people who completed our evaluation 116 people were satisfied with Community Action: MK (overall rating was 4.37 out of 5).

Support Visits

We provide charities and community groups in Milton Keynes with information and advice on setting up, governance, strategic development and funding. One of the ways we do this is working with groups on a one to one basis. We also carry out follow ups to check back on any additional support the group need. Our aim is to support charities and community groups in Milton Keynes to be skilled, knowledgeable and well run so that they are able to serve their aims and collaborate effectively with others. We We carried out 1:1 support and advice with 126 groups and follow ups with 22.

Volunteering

We work with local charities and community groups to help them recruit volunteers for their organisations. We also work with members of the public giving them information, advice and guidance on volunteering opportunities and helping them choose the right role. We offer: 1:1 appointments, we run a weekly drop-in, we can arrange for someone to come along and give a talk on the service we offer, free membership to groups who wish us to recruit volunteers on their behalf, weekly feature on MK Web, and selected volunteer opportunity roles featured on BBC 3 Counties radio. All our roles can be found on www.do-it.org and volunteers can apply via this website if they prefer. We keep a directory of current voluntary roles in the reception area of Acorn House. In addition to this, we offer 1:1 and group training and advice to volunteer managers and coordinators and produce best practice guides and advice. This year we carried out a commission into the impact of volunteering on the wellbeing of communities and heard from 10 groups about their experiences. This enabled us to reinforce the recommendations made in our 2013 Volunteering Strategy.

Who is Volunteering?

Our range of services and focused approach has enabled a diverse range of people to access our brokering services and start to volunteer in Milton Keynes this year. This year, we connected 634 female volunteers and 256 male volunteers. We supported large numbers of younger volunteers in to volunteering roles this year. Our largest age group of volunteers is 25-34, which is 10 years younger than the national average (2008/09 DCLG Citizenship Survey). We are able to achieve this diversity through our range of communication channels, and our close working with partners and connection to our Community Mobiliser Programme, which consists of community development workers on the ground in 10 communities in Milton Keynes, who provide additional intelligence and connections.

Early Help

Within the Early Help contract, we work directly with community members to identify local priorities and reflect on current service provision. We support local people to not only voice issues and concerns, but to think creatively and positively about solutions to these local issues and how the community themselves can be part of the solution.

We collected 4416 dialogues this year across the 9 areas covered by the Early Help contract and recorded them using our mobile app. These dialogues detail the ideas, interests, impacts and issues being expressed by the community members we work with. They allow us to identify the common priorities within communities and support residents to action their ideas aimed at addressing them. It also helps us to communicate up to date information to appropriate agencies and public service providers directly from service users on the ground, ensuring they have a voice and can affect positive change.

**COMMUNITY ACTION: MK
COMPANY LIMITED BY GUARANTEE
TRUSTEES ANNUAL REPORT *(continued)***

YEAR ENDED 31 MARCH 2015

We create important linkages and connections within and across communities on a number of different levels. This ranges from supporting the often vulnerable individuals we meet to access appropriate support services, helping residents interested in making a difference in their community to join with other like-minded neighbours and encouraging and creating opportunities for community groups to work more positively, and in partnership with local agencies and public services.

We engage with people at the heart of their communities at a variety of venues and aim to reach as wide a cross section of the community as possible. This year we have conducted intensive dialogue collection sessions at MK Academy, spoken to users of Food Banks and hostels, worked with local school children and parents and attended Children's Centres and older people's activities, as well as using opportunities at community events and 'door knocking outreach' to engage with as many residents as possible.

The impacts of the work carried out within Early Help this year are numerous. They include supporting residents to understand and express their opinions on MKC's budget cuts, helping communities to improve their local environment by linking with SERCO's Community Champion initiative and conducting community led patrols, increasing individuals' confidence and self-esteem by supporting them to take an active part in their community, helping residents access training so they can achieve their aspirations and supporting community members to form groups and apply for funding to create activities that will enhance their neighbourhoods.

We hope to build on the successes of our community development work within the forthcoming extension period including focusing on cross area collaborations and cross team approaches to engagement.

FINANCIAL REVIEW

Total incoming resources for the year amounted to £656,689 which is a net decrease of £21,044 on 2014.

Total outgoing resources for the year amounted to £854,727, a decrease of £70,952 over 2014. The largest cost of the charity continues to be its staff and in 2015 the average number of staff decreased from 26 to 24, which includes changes in the Early Help team and the recruitment of a new CEO. The annual transfer to MK Community Foundation in respect of the Roof Tariff VCS grants programme amounted to £48,171 in 2015 compared to £27,826 in 2014, reflecting the number of house completions this year.

As a result, the charity showed an overall deficit of £139,675 for the year (2014 deficit of £226,461). The deficit on unrestricted funds was £8,136 (2014 deficit of £62,690), and the deficit on restricted funds was £131,539 (2014 deficit of £163,771), primarily due to nil income and continuing spend on the Roof Tariff fund.

Reserves policy

The charity's restricted reserves as at 31 March 2015 stand at £655,099 (2014 £786,638), of which £651,430 (2014 £774,447) represents monies unspent on the roof tariff programme, while unrestricted reserves amount to £476,982 (2014 £485,118).

Unrestricted reserves include two designated reserves. A strategic development reserve of £150,000 was set up in 2009-10, to be drawn against as development opportunities arose and associated asset acquisitions were depreciated. At March 2015 this reserve stands at £19,729 (2014 £64,040).

COMMUNITY ACTION: MK COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

In view of the current uncertainties throughout the sector as a whole regarding future funding availability, we have retained a separate designated exit contingency reserve of £227,000 (2014 £252,600) which was set up in 2011. This represents an estimated 3 months running costs which would be incurred during an orderly wind-down of the charity's operations.

As part of their governance procedures, the Trustees will be reviewing the level of designated reserves held within unrestricted reserves during 2015/16.

Free unrestricted reserves therefore stand at £230,253 (2014 £168,478), and are held to provide the charity with sufficient working capital to enable it to meet its day-to-day requirements.

Restricted funds are held to be spent in the future in accordance with the wishes and requirements of the fund providers.

Investment Policy

Under its constitution, the charity has the power to make any investment that the trustees see fit. The total investment return generated was £70,349 (2014 £34,972) with investment management fees of £12,576 (2014 £16,355).

During the year, the investments disposed of resulted in net realised losses of £10,733 (2014 £4,085). However the investments retained at the end of the year generated net unrealised revaluation gains over the year of £69,096 (2014 £25,570).

PLANS FOR FUTURE PERIODS

Ruth Stone, Community Action: MK's long-standing Chief Executive, retired in May 2015 and Tim Marren has taken up the role. Ruth's dedication to the Voluntary and Community Sector, and many years of hard work are much appreciated by all staff and Trustees that worked alongside her. We welcome Tim and look forward to supporting him to capitalise on Ruth's legacy, and to build new innovative partnerships and projects in order to continually strengthen, challenge and support the sector for the benefit of the communities of Milton Keynes.

We will continue to work within our agreed Strategic Framework and 3 year business plan. This sets out the areas of work and investment needed in order to generate the required surplus to support the Charity to fulfil its objectives. We are focused on areas of business that build on our existing expertise, experience and contacts base.

TRUSTEES' RESPONSIBILITIES STATEMENT

The trustees (who are also the directors of Community Action: Mk for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). 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 charity and the income and expenditure of the charity for that period.

**COMMUNITY ACTION: MK
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

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 judgements and accounting estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

AUDITOR

Keens Shay Keens MK LLP are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as each trustee is aware, there is no relevant audit information of which the charity's auditor is unaware; and
- each trustee has taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Registered office:
Acorn House
351 Midsummer Boulevard
Milton Keynes
MK9 3HP

Signed by order of the trustees



T Marren
Charity Secretary

26/03/15.....

**COMMUNITY ACTION: MK
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
COMMUNITY ACTION: MK**

YEAR ENDED 31 MARCH 2015

We have audited the financial statements of Community Action: MK for the year ended 31 March 2015 which comprise the Consolidated Statement of Financial Activities, the Group and Parent Charitable Company Balance Sheets and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITOR

As explained more fully in the Trustees Annual Report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

OPINION ON FINANCIAL STATEMENTS

In our opinion the financial statements:

- give a true and fair view of the state of the group's and charitable company's affairs as at 31 March 2015 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion the information given in the Trustees Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**COMMUNITY ACTION: MK
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
COMMUNITY ACTION: MK (continued)**

YEAR ENDED 31 MARCH 2015

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Act 2011 requires us to report to you if, in our opinion:

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Simon Gill FCCA
(Senior Statutory Auditor)
For and on behalf of
KEENS SHAY KEENS MK LLP
Chartered Accountants
& Statutory Auditor

Sovereign Court
230 Upper Fifth Street
Central Milton Keynes
MK9 2HR

15/09/2015

**COMMUNITY ACTION: MK
COMPANY LIMITED BY GUARANTEE**

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)**

YEAR ENDED 31 MARCH 2015

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	7,046	844	7,890	1,127
Activities for generating funds	5	514,883	-	514,883	501,373
Investment income	3	12,349	-	12,349	13,909
Incoming resources from charitable activities	4	-	121,567	121,567	161,324
TOTAL INCOMING RESOURCES		<u>534,278</u>	<u>122,411</u>	<u>656,689</u>	<u>677,733</u>
RESOURCES EXPENDED					
Resources expended on charitable activities					
Governance costs	6/7	(588,701)	(247,079)	(835,780)	(901,490)
Other resources expended	8	(6,221)	-	(6,221)	(7,451)
	9	(12,726)	-	(12,726)	(16,738)
TOTAL RESOURCES EXPENDED		<u>(607,648)</u>	<u>(247,079)</u>	<u>(854,727)</u>	<u>(925,679)</u>
NET OUTGOING RESOURCES BEFORE TRANSFERS					
Transfer between funds	10	(73,370)	(124,668)	(198,038)	(247,946)
	11	6,871	(6,871)	-	-
NET OUTGOING RESOURCES FOR THE YEAR		<u>(66,499)</u>	<u>(131,539)</u>	<u>(198,038)</u>	<u>(247,946)</u>
Realised gains/(losses) on investments		(10,733)	-	(10,733)	(4,085)
Unrealised gains/(losses) on investments		69,096	-	69,096	25,570
NET MOVEMENT IN FUNDS/NET EXPENDITURE FOR THE YEAR		<u>(8,136)</u>	<u>(131,539)</u>	<u>(139,675)</u>	<u>(226,461)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		485,118	786,638	1,271,756	1,498,217
TOTAL FUNDS CARRIED FORWARD		<u>476,982</u>	<u>655,099</u>	<u>1,132,081</u>	<u>1,271,756</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 15 to 23 form part of these financial statements.


**COMMUNITY ACTION: MK
COMPANY LIMITED BY GUARANTEE**

CONSOLIDATED BALANCE SHEET

31 MARCH 2015

	Note	2015 £	£	2014 £
FIXED ASSETS				
Tangible assets	13		14,480	18,572
Investments	14		<u>889,410</u>	<u>907,349</u>
			903,890	925,921
 CURRENT ASSETS				
Debtors	15	103,762		149,949
Cash at bank and in hand		<u>208,763</u>		<u>307,552</u>
		312,525		457,501
CREDITORS: Amounts falling due within one year	16	<u>(84,334)</u>		<u>(111,666)</u>
 NET CURRENT ASSETS			228,191	345,835
 TOTAL ASSETS LESS CURRENT LIABILITIES			<u>1,132,081</u>	<u>1,271,756</u>
 NET ASSETS			<u>1,132,081</u>	<u>1,271,756</u>
 FUNDS				
Restricted income funds	18		655,099	786,638
Unrestricted income funds	19		<u>476,982</u>	<u>485,118</u>
 TOTAL FUNDS			<u>1,132,081</u>	<u>1,271,756</u>

These financial statements were approved by the Board of Trustees and authorised for issue on the 26/8/15..... and are signed on their behalf by:


 S Thornton
 Director

The notes on pages 15 to 23 form part of these financial statements.

**COMMUNITY ACTION: MK
COMPANY LIMITED BY GUARANTEE**

CHARITY BALANCE SHEET

31 MARCH 2015

	Note	2015 £	£	2014 £
FIXED ASSETS				
Tangible assets	13		14,480	18,572
Investments	14		<u>889,410</u>	<u>907,349</u>
			903,890	925,921
 CURRENT ASSETS				
Debtors	15	150,567		190,942
Cash at bank and in hand		<u>113,906</u>		<u>206,558</u>
		264,473		397,500
CREDITORS: Amounts falling due within one year	16	<u>(36,282)</u>		<u>(51,665)</u>
 NET CURRENT ASSETS			228,191	345,835
 TOTAL ASSETS LESS CURRENT LIABILITIES			<u>1,132,081</u>	<u>1,271,756</u>
 NET ASSETS			<u>1,132,081</u>	<u>1,271,756</u>
 FUNDS				
Restricted income funds	18		655,099	786,638
Unrestricted income funds	19		476,982	485,118
 TOTAL FUNDS			<u>1,132,081</u>	<u>1,271,756</u>

These financial statements were approved by the Board of Trustees and authorised for issue on the 26/3/15..... and are signed on their behalf by:

S Thornton 

Director

Company Registration Number: 04279401

The notes on pages 15 to 23 form part of these financial statements.

COMMUNITY ACTION: MK COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value, and in accordance with applicable United Kingdom accounting standards and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005).

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

Donations & fund accounting

Donations received for the general purposes of the charity are included as unrestricted funds. Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds represent income granted for specific purposes as required by the donor. Expenditure for those purposes is charged to the fund.

Incoming resources and grants

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income received by way of grants and donations is included in full in the statement of financial activities when receivable.

Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Investment income

Investment income is accounted for when received.

Resources expended

Resources expended are accounted for on an accruals basis.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

**COMMUNITY ACTION: MK
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

1. ACCOUNTING POLICIES (continued)

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

Fixed assets

All fixed assets are initially recorded at cost.

Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

Depreciation

Depreciation is calculated to write off the cost or revaluation of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office equipment - 16.66% - 50% straight line
Leasehold improvements - 16.66% - 33% straight line

2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Grants receivable				
Unrestricted funding	7,046	-	7,046	1,127
Roof Tariff Funds	-	844	844	-
	<u>7,046</u>	<u>844</u>	<u>7,890</u>	<u>1,127</u>

3. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Bank interest receivable	363	363	422
Investment dividend income	11,986	11,986	13,487
	<u>12,349</u>	<u>12,349</u>	<u>13,909</u>

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Voluntary Youth Sector	-	-	40,393
MKC - Infrastructure Support	121,567	121,567	120,931
	<u>121,567</u>	<u>121,567</u>	<u>161,324</u>

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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

5. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Other activities for generating funds	<u>514,883</u>	<u>514,883</u>	<u>501,373</u>

6. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Outgoing resources	460,535	244,441	704,976	809,340
Support costs	<u>128,166</u>	<u>2,638</u>	<u>130,804</u>	<u>92,150</u>
	<u>588,701</u>	<u>247,079</u>	<u>835,780</u>	<u>901,490</u>

7. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Other charitable activity £	Support costs £	Total Funds 2015 £	Total Funds 2014 £
Rent, rates and service charges	-	46,838	46,838	46,744
Legal and professional	-	32,809	32,809	2,493
Communication and IT	-	14,338	14,338	24,436
Training	-	6,358	6,358	7,111
Office repairs and maintenance	-	11,064	11,064	843
Other Expenses	-	19,397	19,397	10,523
Other CIC expenses	15,201	-	15,201	122,231
Outgoing resources	<u>689,775</u>	-	<u>689,775</u>	<u>687,109</u>
	<u>704,976</u>	<u>130,804</u>	<u>835,780</u>	<u>901,490</u>

8. GOVERNANCE COSTS

	Unrestricted Funds £	Total Funds 2015 £	Total Funds 2014 £
AGM and trustee meetings	1,221	1,221	1,668
Audit fees	<u>5,000</u>	<u>5,000</u>	<u>5,783</u>
	<u>6,221</u>	<u>6,221</u>	<u>7,451</u>

9. OTHER RESOURCES EXPENDED

	Unrestricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Losses on disposal of tangible fixed assets	150	150	383
Investment management fees	<u>12,576</u>	<u>12,576</u>	<u>16,355</u>
	<u>12,726</u>	<u>12,726</u>	<u>16,738</u>

**COMMUNITY ACTION: MK
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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

10. NET OUTGOING RESOURCES FOR THE YEAR

This is stated after charging:

	2015	2014
	£	£
Staff pension contributions	5,330	3,773
Auditors' remuneration:		
- audit of the financial statements	<u>5,000</u>	<u>5,783</u>

11. FUND TRANSFERS

The funds transfer relates to transfers of resources between various restricted funds and allocation of costs between unrestricted funds and restricted funds, both in accordance with the wishes and requests of the relevant grant providers.

12. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

Charity	2015	2014
	£	£
Wages and salaries	238,269	186,500
Social security costs	45,094	17,446
Other pension costs	5,330	3,773
	<u>288,693</u>	<u>207,719</u>

Group	2015	2014
	£	£
Wages and salaries	519,470	526,140
Social security costs	45,094	49,307
Other pension costs	5,330	5,536
	<u>569,894</u>	<u>580,983</u>

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2015	2014
	No	No
Number of administrative staff	22	24
Number of management staff	2	2
	<u>24</u>	<u>26</u>

No employee received remuneration of more than £60,000 during the year (2014: nil).

There were no trustees remuneration or benefits for the year ended 31 March 2015 (2014: nil).

No trustees expenses were paid for the year ended 31 March 2015 (2014: nil).

**COMMUNITY ACTION: MK
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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

13. TANGIBLE FIXED ASSETS (GROUP AND CHARITY)

	Equipment improvements £	Leasehold improvements £	Total £
COST			
At 1 April 2014	83,959	26,178	110,137
Additions	7,074	-	7,074
Disposals	(25,770)	-	(25,770)
At 31 March 2015	<u>65,263</u>	<u>26,178</u>	<u>91,441</u>
DEPRECIATION			
At 1 April 2014	75,879	15,686	91,565
Charge for the year	6,793	4,224	11,017
On disposals	(25,621)	-	(25,621)
At 31 March 2015	<u>57,051</u>	<u>19,910</u>	<u>76,961</u>
NET BOOK VALUE			
At 31 March 2015	<u>8,212</u>	<u>6,268</u>	<u>14,480</u>
At 31 March 2014	<u>8,080</u>	<u>10,492</u>	<u>18,572</u>

14. INVESTMENTS (GROUP AND CHARITY)

Movement in market value

	2015 £	2014 £
Market value at 1 April 2014	907,349	1,114,775
Acquisitions at cost	450,349	552,839
Disposals at opening book value	(546,082)	(775,931)
Net gains on revaluations in the year ended 31 March 2015	77,794	15,666
Market value at 31 March 2015	<u>889,410</u>	<u>907,349</u>
Historical cost at 31 March 2015	<u>784,308</u>	<u>826,670</u>

Analysis of investments at 31 March 2015 between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Other investments				
Other UK Investments	<u>352,537</u>	<u>536,873</u>	<u>889,410</u>	<u>907,349</u>

Community Action: MK has a 100% interest in Community Action Development Services CIC, a company limited by guarantee, of which the charity is the sole member. A summary of the results of Community Action Development Services CIC can be found in note 22.

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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

15. DEBTORS

Charity:	2015	2014
	£	£
Trade debtors	24,495	17,001
Amounts owed by group undertakings	123,621	159,053
Other debtors	1,191	1,942
Prepayments	1,260	12,946
	<u>150,567</u>	<u>190,942</u>
 Group:	 2015	 2014
	£	£
Trade debtors	95,549	129,195
Other debtors	6,953	7,808
Prepayments	1,260	12,946
	<u>103,762</u>	<u>149,949</u>

16. CREDITORS: Amounts falling due within one year

Charity:	2015	2014
	£	£
Trade creditors	14,503	17,697
Taxation and social security	10,941	17,659
Other creditors	1,832	9,309
Accruals	9,006	7,000
	<u>36,282</u>	<u>51,665</u>
 Group:	 2015	 2014
	£	£
Trade creditors	19,733	37,428
Taxation and social security	32,975	34,095
Other creditors	22,620	9,309
Accruals	9,006	30,834
	<u>84,334</u>	<u>111,666</u>

**COMMUNITY ACTION: MK
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

17. COMMITMENTS UNDER OPERATING LEASES

At 31 March 2015 the charity had annual commitments under non-cancellable operating leases as set out below.

	2015		2014	
	Land and buildings	Other items	Land and buildings	Other items
	£	£	£	£
Operating leases which expire:				
Within 2 to 5 years	<u>-</u>	<u>2,756</u>	<u>46,744</u>	<u>7,600</u>

18. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2014	Incoming resources	Outgoing resources	Transfers	Balance at 31 Mar 2015
	£	£	£	£	£
CM Activity					
Budgets	-	-	(463)	463	-
Roof Tariff Funds	774,447	844	(114,661)	(9,200)	651,430
MKCLIP - Volunteering Infrastructure	-	121,567	(120,413)	(1,154)	-
Voluntary Youth Sector	8,522	-	(11,542)	3,020	-
Lifestyles Guides	2,405	-	-	-	2,405
Lifestyle Guide Projects	1,264	-	-	-	1,264
	<u>786,638</u>	<u>122,411</u>	<u>(247,079)</u>	<u>(6,871)</u>	<u>655,099</u>

Community Mobiliser Service

To support the delivery of the Community Mobiliser contract, specifically the employment, management and development of the Community Mobilisers and to provide resources to enable the Community Mobilisers to support and develop community activity within their estates.

Roof Tariff Funds

To be used against the Business Plan for the VCS tariff allocation (2004), to implement the Community Development Programme within the new expansion areas.

MKCLIP Volunteering Infrastructure

To resource the delivery of a project which brokers a relationship between private sector employers and the VCS to support skilled employees into volunteering opportunities.

Lifestyle Guides

To support the training needs of volunteers engaged in the Lifestyle Guide Project.

Lifestyle Guides Projects

To support projects identified from community groups as a result of the Lifestyle Guides programme.

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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

19. UNRESTRICTED INCOME FUNDS

Charity:

	Balance at 1 Apr 2014 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2015 £
Strategic Development	64,040	-	(44,311)	-	19,729
Exit Strategy	252,600	-	-	(25,600)	227,000
General Funds	168,478	536,767	(507,463)	32,471	230,253
	<u>485,118</u>	<u>536,767</u>	<u>(551,774)</u>	<u>6,871</u>	<u>476,982</u>

Group:

	Balance at 1 Apr 2014 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2015 £
Strategic Development	64,040	-	(44,311)	-	19,729
Exit Strategy	252,600	-	-	(25,600)	227,000
General Funds	168,478	592,641	(563,337)	32,471	230,253
	<u>485,118</u>	<u>592,641</u>	<u>(607,648)</u>	<u>6,871</u>	<u>476,982</u>

The designated funds represent funds held to be expended in the future on strategic development strategies, and a separate exit contingency reserve.

20. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Investments £	Net current assets £	Total £
Restricted Income Funds:				
Restricted Funds	-	536,873	118,226	655,099
Unrestricted Income Funds:				
Designated Funds	8,071	182,356	56,302	246,729
General Funds	6,409	170,181	53,663	230,253
	<u>14,480</u>	<u>352,537</u>	<u>109,965</u>	<u>476,982</u>
Total Funds	<u>14,480</u>	<u>889,410</u>	<u>228,191</u>	<u>1,132,081</u>

21. COMPANY LIMITED BY GUARANTEE

Community Action: MK is a company limited by guarantee. The liability of each member is limited to contributing £10 to the assets of the company in the event of it being wound up while a member, or within one year after ceasing to be a member.

**COMMUNITY ACTION: MK
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

22. RESULTS OF SUBSIDIARY

		Year to 31 Mar 15		Year to 31 Mar 14
	£	£	£	£
TURNOVER		514,883		501,373
COST OF SALES				
Direct costs		(10,629)		(77,355)
GROSS PROFIT		<u>504,254</u>		<u>424,018</u>
ADMINISTRATIVE EXPENSES				
Personnel costs				
Directors salaries	-		(36,411)	
Directors national insurance contributions	-		(3,479)	
Wages and salaries	-		(303,228)	
Re-charged payroll costs	(317,470)		(15,300)	
Employers national insurance contributions	-		(28,383)	
Agency staff costs	(335)		(3,758)	
Recruitment costs	-		(1,730)	
Staff pension contributions	-		(1,763)	
		<u>(317,805)</u>		(394,052)
Establishment expenses				
Insurance		(973)		(855)
General expenses				
Travel and subsistence	(1,648)		(1,968)	
Telephone	(3,668)		(3,883)	
Hire of equipment	(2,500)		(2,000)	
Equipment repairs and renewals	(5,221)		(7,165)	
Printing, stationery and postage	(8)		(40)	
Staff training	(1,858)		(684)	
Sundry expenses	(126)		(88)	
Donations	(148,539)		63,480	
Subscriptions	(35)		(35)	
Advertising	(5,544)		(23,404)	
Legal and professional fees	(11,594)		(47,791)	
Accountancy fees	(2,400)		(3,060)	
Auditors remuneration	(2,250)		(2,433)	
		<u>(185,391)</u>		(29,071)
Financial costs				
Bank charges		(85)		(40)
PROFIT ON ORDINARY ACTIVITIES		<u><u>-</u></u>		<u><u>-</u></u>