

Registered Number:05903530

England and Wales

"SCRIBES" (SOUTH WEST) C.I.C.

Report of the Directors and Unaudited Financial Statements

For the year ended 31 March 2017

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**"SCRIBES" (SOUTH WEST) C.I.C.**  
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"SCRIBES" (SOUTH WEST) C.I.C.  
Company Information  
For the year ended 31 March 2017

<b>Directors</b>	Wendy Butler Nancy Green
<b>Company Secretary</b>	Nancy Green
<b>Registered Number</b>	05903530
<b>Registered Office</b>	3 RUPERTSWOOD TERRACE ILFRACOMBE DEVON EX34 9EW
<b>Accountant</b>	Ashton Accounting 10 & 11 Northfield Road Ilfracombe Devon EX34 8AL

**"SCRIBES" (SOUTH WEST) C.I.C.**  
**Directors' Report**  
**For the year ended 31 March 2017**

The directors present their report and accounts for the year ended 31 March 2017.

**Principal activities**

The principal activity of the company continued to be providing benefit to vulnerable groups in a programme of their learning and development, in order to improve quality of life, initially in the area of North Devon.

**Directors**

The directors who served the company throughout the year were as follows:

Wendy Butler

Nancy Green

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Signed on behalf of the board of directors



Wendy Butler

Director

Date: 31 October 2017

**"SCRIBES" (SOUTH WEST) C.I.C.  
Independent Accountant's Report  
For the year ended 31 March 2017**

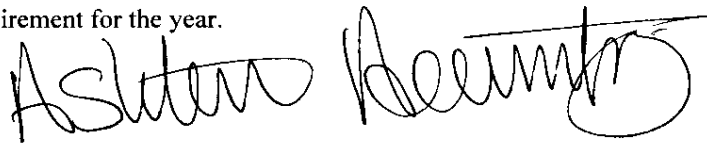
**Report to the directors on the preparation of the unaudited statutory accounts of "SCRIBES" (SOUTH WEST) C.I.C. for the year ended 31 March 2017**

In order to assist you to fulfil your duties under Companies Act 2006, we have prepared for your approval the accounts of "SCRIBES" (SOUTH WEST) C.I.C. for the year ended 31 March 2017 which comprise the Income Statement, the Statement of Financial Position and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <http://rulebook.accaglobal.com>.

This report is made solely to the Board of Directors of "SCRIBES" (SOUTH WEST) C.I.C., as a body, in accordance with the terms of our engagement letter dated 4 June 2008. Our work has been undertaken solely to prepare for your approval the accounts of "SCRIBES" (SOUTH WEST) C.I.C. and state those matters that we have agreed to state to the Board of Directors of "SCRIBES" (SOUTH WEST) C.I.C., as a body, in this report in accordance with the requirements of the Association of Chartered Certified Accountants and as detailed at <http://www.accaglobal.com/factsheet163>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than "SCRIBES" (SOUTH WEST) C.I.C. and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that "SCRIBES" (SOUTH WEST) C.I.C. has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and loss of "SCRIBES" (SOUTH WEST) C.I.C.. You consider that "SCRIBES" (SOUTH WEST) C.I.C. is exempt from the statutory audit requirement for the year.



Ashton Accounting  
10 & 11 Northfield Road  
Ilfracombe  
Devon  
EX34 8AL  
Date: 31 October 2017

**"SCRIBES" (SOUTH WEST) C.I.C.**  
**Income and Expenditure Account**  
**For the year ended 31 March 2017**

	<b>Notes</b>	<b>2017</b>	<b>2016</b>
		<b>£</b>	<b>£</b>
<b>Turnover</b>		-	-
<b>Gross profit</b>		-	-
Administrative expenses		(33,302)	(18,172)
Other operating income		9,600	21,960
<b>Operating loss</b>	2	<b>(23,702)</b>	<b>3,788</b>
<b>Loss before taxation</b>		<b>(23,702)</b>	<b>3,788</b>
<b>Loss for the financial year</b>		<b>(23,702)</b>	<b>3,788</b>

**"SCRIBES" (SOUTH WEST) C.I.C.**  
**Statement of Financial Position**  
**As at 31 March 2017**

	Notes	2017 £	2016 £
<b>Fixed assets</b>			
Property, plant and equipment	4	1,488	1,861
		<b>1,488</b>	<b>1,861</b>
<b>Current assets</b>			
Trade and other receivables	5	279	52
Cash and cash equivalents		8,725	33,936
		<b>9,004</b>	<b>33,988</b>
<b>Trade and other payables: amounts falling due within one year</b>	6	(420)	(2,075)
<b>Net current assets</b>		<b>8,584</b>	<b>31,913</b>
<b>Total assets less current liabilities</b>		<b>10,072</b>	<b>33,774</b>
<b>Net assets</b>		<b>10,072</b>	<b>33,774</b>
<b>Capital and reserves</b>			
Retained earnings		10,072	33,774
<b>Members' Funds</b>		<b>10,072</b>	<b>33,774</b>

For the year ended 31 March 2017 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

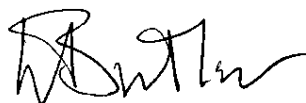
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2017 in accordance with Section 476 of the Companies Act 2006

The directors acknowledge their responsibilities for:

- a) ensuring that the company keeps proper accounting records which 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 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 Section 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 company.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

These financial statements were approved and authorised for issue by the Board on 31 October 2017 and were signed by:



Wendy Butler  
Director

**"SCRIBES" (SOUTH WEST) C.I.C.**  
**Notes to the Financial Statements**  
**For the year ended 31 March 2017**

**Statutory Information**

"SCRIBES" (SOUTH WEST) C.I.C. is a private limited company, limited by guarantee, domiciled in England and Wales, registration number 05903530.

Registered address:  
3 RUPERTSWOOD TERRACE  
ILFRACOMBE  
DEVON  
EX34 9EW

The presentation currency is £ sterling.

**Public benefit entity**

As the primary objective of "SCRIBES" (SOUTH WEST) C.I.C. is to provide goods or services for community and social benefit, rather than for making a financial return, the company is a public benefit entity for the purpose of financial reporting.

**1. Accounting policies**

**Basis of preparing the financial statements**

These financial statements have been prepared in accordance with the provisions of Section 1A of Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical costs convention as modified by the revaluation of certain assets.

**Property, plant and equipment**

Property, plant and equipment, other than freehold land, are stated at cost or valuation less depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

**Government grants**

Government grants received are credited to deferred income. Grants towards capital expenditure are released to the profit and loss account over the expected useful life of the assets. Grants received towards revenue expenditure are released to the profit and loss account as the related expenditure is incurred.

**Going Concern Basis of Accounting**

It is the directors' opinion that sufficient reserves are in place for the company to continue for twelve months from the date of signing of these accounts.

**Asset Lock**

The company shall not transfer any of its assets other than for full consideration.

Provided the company complies with any restrictions listed in its memorandum, it may transfer assets to another asset locked body.

If for the benefit of the community the company can transfer assets at less than full value.



**"SCRIBES" (SOUTH WEST) C.I.C.**  
**Notes to the Financial Statements Continued**  
**For the year ended 31 March 2017**

**2. Profit on ordinary activities before tax**

Grant Funding	Funds as at 1 April 2016	Received or Receivable Year	Expenses Paid/Owing Relevant to Year	Transfer Between Funds	Funds at at 31 March
2017					
Core Funding from NDDC	1,070	1,855	2,779	-	146
Complex Care Teams	5,749	6,141	7,177	(202) -	4,510
Transform for Work Phase 2	6,100	-	5,953	(147) -	-
Peoples Health Trust	2,942	1,604	4,895	349 -	-
Reserves	17,913	-	12,500	-	5,413
	<b>£33,774</b>	<b>£9,600</b>	<b>£33,304</b>	<b>-</b>	<b>£10,073</b>

These figures are adjusted to included the debtors, creditors and depreciation provision. During the year £20,000 of reserves were transferred to sister asset locked organisations, North Devon Volunteer Service and Encompass, both of whom carry out very similar activities to Scribes (SW) Community Interest Company.

**3. Taxation**

**4. Property, plant and equipment**

Cost or valuation	Computer equipment £
At 01 April 2016	3,883
At 31 March 2017	<b>3,883</b>
<b>Provision for depreciation and impairment</b>	
At 01 April 2016	2,022
Charge for year	373
At 31 March 2017	<b>2,395</b>
<b>Net book value</b>	
At 31 March 2017	<b>1,488</b>
At 31 March 2016	<b>1,861</b>

**5. Trade and other receivables**

	2017 £	2016 £
Trade debtors	197	54
Other debtors	82	(2)
	<b>279</b>	<b>52</b>

**"SCRIBES" (SOUTH WEST) C.I.C.**  
**Notes to the Financial Statements Continued**  
**For the year ended 31 March 2017**

**6. Trade and other payables: amounts falling due within one year**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Trade creditors	420	2,075

**7. Subsequent events**

There have been no such events since the balance sheet date.

**"SCRIBES" (SOUTH WEST) C.I.C.**  
**Trading and Profit and Loss Account**  
**For the year ended 31 March 2017**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
<b>Gross Profit</b>		
<b>Administrative Expenses</b>		
Training for Volunteers	1,770	-
Subcontractors	7,571	12,843
Rent	750	815
General Travel Expenses	475	709
Bank Charges	54	-
Depreciation Charge: Computer Equipment	373	466
Accountancy	453	385
General Insurance	214	274
Repairs & Renewals	521	565
Stationery & Postage	230	769
Membership & Subscriptions	35	155
Sundry Expenses	477	799
Companies House	15	28
Materials for Focus	364	364
Transfer to North Devon Voluntary Service	10,000	-
Transfer to Encompass	10,000	-
	<b>(33,302)</b>	<b>(18,172)</b>
<b>Other Operating Income</b>		
Grant Funding	9,305	19,536
Donations	100	2,204
Other Income	195	220
	<b>9,600</b>	<b>21,960</b>
<b>Loss for the Financial Year</b>	<b>(23,702)</b>	<b>3,788</b>

# CIC 34

## Community Interest Company Report

For official use  
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Please complete in typescript, or in bold black capitals.

Company Name in full

"SCRIBES" (SOUTH WEST) C.I.C.

Company Number

05903530

Year Ending

31/03/2017

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)

### PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

Scribes has continued to provide training and support services for vulnerable clients in the Ilfacombe area. We have co-ordinated focus groups where clients can share their experiences and provide social policy evidence to local authorities etc.

We assist with form-filling and help with paperwork, particularly for people who are in poor health and have no family support

We assist people to learn how to use information technology so that they can go online and access information and services

We offer personal counselling (one to one) and train volunteers to deliver such services to the wider community.

(Please continue on separate continuation sheet if necessary.)

**PART 2 - CONSULTATION WITH STAKEHOLDERS**

Our stakeholders are our clients, our partner agencies, our various donors and supporters. These include local schools and churches.

We consult with our clients continually. The Focus Groups regularly discuss different activities and topics.

We also liaise with our Town Council and with Public Health England to identify needs that we may be able to address.

**PART 3 - DIRECTORS' REMUNERATION**

No remuneration was received

**PART 4 - TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION**

No transfer of assets has taken place.

*(Please continue on separate continuation sheet if necessary.)*

**PART 5 - SIGNATORY**

**The original report must be signed by a director or secretary of the company**

Signed

Wendy Butler 

Date

31/10/2017

*Office held (delete as appropriate) Director/Secretary*

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

3 RUPERTSWOOD TERRACE	
ILFRACOMBE	
DEVON	
EX34 9EW	Tel
DX Number	DX Exchange

**When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:**

*For companies registered in England and Wales:* Companies House, Crown Way, Cardiff, CF14 3UZ  
DX 33050 Cardiff

*For companies registered in Scotland:* Companies House, 4<sup>th</sup> Floor, Edinburgh Quay 2, 139  
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP - 4 Edinburgh 2

*For companies registered in Northern Ireland:* Companies House, 2nd Floor, The Linenhall, 32738  
Linenhall Street, Belfast, BT2 8BG

The accounts and CIC34 **cannot** be filed online

**(N.B. Please enclose a cheque for £15 payable to Companies House)**

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# CIC 34

## Community Interest Company Report

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*(Please leave blank)*

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<b>Company Name in full</b>	"SCRIBES" (SOUTH WEST) C.I.C
<b>Company Number</b>	05903530
<b>Year Ending</b>	31/03/2017

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Wendy Butler 

Date

31/10/2017

*Office held (delete as appropriate) Director/Secretary*

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