



**DIRECTORS' REPORT
AND FINANCIAL
STATEMENTS**
FOR THE YEAR ENDED 31st MARCH 2013

Registered charity: 1143365 Registered company: 07596426

Registered Office:
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REFERENCE AND ADMINISTRATIVE INFORMATION

Directors

The directors, who are also trustees for the purposes of charity law, who held office during the year, unless otherwise indicated, were as follows:

Ms Ruth DUNCAN	Chair from 4 th Nov 2013
Ms Ingrid ABREU SCHERER	Chair from 1 st Nov 2012 until 4 th Sept 2013, Member until 31 st Oct 2012
Ms Alison GRIFFIN	Chair until 31 st Oct 2012, Member until 17 th Jan 2013
Ms Sylwia DUDEK	Treasurer from 1 st Nov 2012 until 31 st Oct 2013
Mr Michael LEIGH	Treasurer until 31 st Oct 2012
Ms Adele TINMAN	Secretary
Ms Sian BIRD	Member from 1 st Nov 2012
Mr Danny HERBERT	Member from 1 st Nov 2012
Ms Maureen GALLACCIO	Member until 13 th Sept 2012
Mr Neil MEADS	Member until 19 th July 2012
Ms Kate SMITH	Member from 7 th Nov 2013

Registered Office

7-11 Coppermill Lane
Walthamstow
London E17 7HA

Registered Charity Number: 1143365
Registered Company Number: 07596426

Bankers

Co-operative Bank
192 Hoe Street
Walthamstow
London E17 4QN

Independent Examiner

Mr Graham Taylor FCIE
17 Newell Street
London E14 7HP

REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31ST MARCH 2013

Introduction

The directors, who are also trustees in charity law, present their report and financial statements of the charitable company for the year ending 31st March 2013. The financial statements have been prepared in accordance with the accounting policies set out on page 15 and comply with the Company's Act 2006 and the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005).

The directors are also preparing a fuller annual report for release at a later date.

Charitable Objectives

The objectives of the Mill @ Coppermill ("The Mill") are:

To further or benefit the residents of Walthamstow and neighbouring areas by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and the arts and to provide facilities for a varied range of social, educational and recreational services in the interests of social welfare with the objective of improving the conditions of life for the residents.

To promote and provide for the public benefit the use of a community centre or centres in Walthamstow or neighbouring areas, for purposes including in order to promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

Structure, Governance and Management

Governing Document

The charitable company is governed by its articles of association, and was incorporated on 7th April 2011 as a company limited by guarantee with no share capital (number 07596426) and, acting entirely as a non-profit making organisation, has a charitable status, registered as a charity with the Charity Commission on 15th August 2011 (charity number 1143365).

Directors

The number of directors shall be not less than five and shall be subject to a maximum of seven. The directors, as charity trustees, have control over and responsibility for the charitable company and its property and funds. The subscribers to the memorandum and articles of association (being the first members) are also the first trustees. Subject to the provisions of the Companies Act, the articles of association, and to any directions given by special resolution, the business of the charity is managed by the directors, who may exercise all the powers of the charitable company. They are unpaid and required to declare and attend to any conflicts of interest in accordance with law and best practice.

The articles of association lay out terms of directorship (trusteeship). One third of directors must retire every six months but may be reappointed for any number of new terms of office, each for a further six months. Appointment to directorship is on the basis of eligibility, personal competence and local availability, and is made according to nominations received from interested individuals.

Directors are inducted through training days and through informal and formal meetings with established or outgoing directors, and are provided with an induction pack and other relevant materials to familiarise themselves with the charity's operations.

Organisation Management

The directors are legally responsible for the overall management and control of The Mill. The work of implementing their policies and the day-to-day management is carried out by themselves and the senior staff of The Mill. Directors meet each month (or more), have regular meetings with the senior staff, and are chaired by their chair.

Membership

The subscribers to the articles of association are admitted to membership in accordance with the rules made under Article 10, and shall be members of the charitable company. Membership is open only to the directors and is terminated if the member ceases to be a director. The form and the procedure for applying for membership is to be prescribed by the directors. No person shall be admitted a member of the charitable company unless his/her application is approved by the directors. Under the Articles of Association each Member is required to contribute an amount not exceeding £1 towards the liabilities of the charitable company in the event of it being wound up whilst they are Members, or within one year of their ceasing to be Members.

2012-2013 Objectives

The Mill's objectives for the year under review were:

- To continue the work of refurbishing the premises and undertaking to renegotiate the lease terms with the Council.
- To consolidate and further the work that has made the Mill a going concern.
- To continue to cultivate networks of local people and enable them to organise events and activities at The Mill.
- To plan and implement events in accordance with our charitable aims to celebrate the wealth and diversity of local talent and energy.
- To adopt an asset-based community development approach.
- To increase social capital in the surrounding neighbourhood and beyond.
- To develop a strategy document for 2013-15 and business plan to set out the directors' vision of the Mill's future, and how they see it being implemented to make the Mill a long-term sustainable concern.

Strategies for Achieving These Objectives

- Develop strategy and business plan to focus the work of the trustees, consultancy and staff in meeting the Mill's charitable and objectives.
- Development of the Mill's Consultancy, which will bring extra funds to the Mill, whilst developing a 'Mill' in one other local library in Waltham Forest as a pilot scheme to be rolled out in other libraries in the borough.
- Secure funding through grant applications to cover the salaries of some members of staff to administer the centre.
- Working with Council to negotiate rent reductions and help with maintenance of the building.
- Develop volunteering in the Mill, building on existing volunteers' skills, and attracting new volunteers to help manage the premises, carry out repairs and create groups
- Develop office space and rental strategy for upstairs rooms.
- Organise fundraising events which are additionally a way to reach out into the community.
- Continue the learning process of the trustees, consultants and staff as the Mill develops through retained links with NCVO and other voluntary consultancies and experts that The Mill connects with.
- Creation of a 'Friends Scheme' in order to raise funds.

Community engagement and activities at The Mill in 2012-13

The Mill has now cemented its place in the local area community. It continues to be a welcoming and open building, with a living room (with newspapers), children's room, honesty library and public toilets (disabled, baby change) that are free for all to use, and

which continues to be an important resource for the community. The Mill also offers space to Councillors, and government agencies, enabling them to offer their services to the local community.

Between 200 and 300 people visit The Mill each week.

The Mill enables people to make a contribution, develop their skills and abilities, and improve their own confidence and social connections through running and supporting activities.

Activities taking place in The Mill include:

- Over sixties group
- One-to-One Computing
- Asian Women's Support Group
- Gardening group
- Book group
- Poetry group
- Art exhibitions and workshops
- Children's after-school and holiday activities
- Arts Award course for schoolchildren
- Grow Your Own Theatre (youth drama activities)
- Community fundraising events
- Community breakfast club
- Arts and crafts clubs for children and adults
- Knitting group
- English conversation classes
- Yoga for adults, children and babies
- Spanish classes
- Organiclea (local food cooperative) box scheme
- Draft-proofing workshops (led by HEET and Transition Walthamstow)
- Councillor surgeries
- Residents' association meetings and community events
- Councillor and MP consultation meetings
- Community Ward Forum meetings
- Photography workshops
- LETS meetings
- Waltham Forest Mental Health Forum (led by Social Spider)
- Chess group
- Volunteers and other networking meetings
- Book Group
- Poetry Group
- Council Benefits and Tax Advice surgeries
- Job Club and Training (Community Links)
- Intuition Workshop
- Give and Take Events
- Children's Art Club

Public benefit statement

In shaping The Mill's objectives and planning activities, the directors have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging. The directors give careful consideration to the accessibility and benefit of The Mill for all, and prioritise openness and inclusivity to enable this to happen. The Mill's User Charter supports this, as does ensuring a balance of activities taking place, the provision of free-access communal public space, and encouraging free or low cost access for activities and groups.

Plans for the future - what we will do in 2013/14

- Through our Mission, Vision and Values Strategy and Business Plan we will:
- Continue to make the Mill a welcoming and open space for the community to come together.
- Develop our volunteering programme so that more people share their skills and give their time to others in the local community.
- Build on the Mill's creative impact in the local community so that more people share their skills and connect with others through creative activity.
- Ensure that more people are aware of what the Mill does and how it could help them through a communications strategy.
- Ensure that the Mill is sustainable and that it is supported by the local community, through fundraising and transparency about the way the Mill is run.
- Build on our positive relations with the Council and other local partners and stakeholders, particularly through the Mill's Consultancy.
- Continue to develop the Mill's staff through funding and development of capacity to maintain consistency in core functions.
- Raise funds to develop the capacity of, and to manage volunteers.
- Review governing systems and policies regularly in order to respond to changing demands of our stakeholders

Financial Review

The results of the charitable company for the year are shown in the financial statements and accompanying notes set out on pages 13-20.

The charitable company had total income of £99,520 (2012 was £141,395) and total expenditure of £76,350 (2012 was £114,376).

There was a surplus of £23,170 (2012 was a surplus of £27,019).

Funds and Reserves

Total funds carried forward were £50,189 (2012 were £27,019). This comprised £45,167 unrestricted funds of which £8,500 was designated and £36,667 was general reserves

(2012 was £22,519 of which £8,038 was designated and £14,481 was general reserves). The balance of £5,022 was for a restricted capital fund £3,937 and the delivery of Volunteer co-coordinator £1,085 (2012 was £4,500 for a restricted capital fund).

It is the policy of the charitable company to maintain free reserves of the charitable company at a level to provide sufficient funds to cover unforeseen circumstances. Free reserves are unrestricted funds less amounts held as functional fixed assets not purchased by capital grant and less amounts designated for specific purposes. The free reserves at the end of the year were £34,328 (2012 was £14,481).

The directors consider this level of free reserves as sufficient, but are developing strategies for fundraising to increase financial security and sustainability.

Investment Policy

There are no restrictions on the charitable company's power to invest. The investment strategy is set by the directors and is to be reviewed regularly.

Risk Review

The directors are aware of their obligations to make a statement in respect of the management of risks faced by The Mill. The directors are carrying out a risk management audit review and developing a structured approach to risk management. This will promote a greater recognition of risk management at all levels within The Mill.

They believe that by monitoring reserve levels, ensuring controls exist over key financial systems and examining the operations and business risks faced by the charitable company, they will have established effective systems to mitigate those risks.

The major risks to which the charitable company is exposed have been reviewed and systems are being established to mitigate those risks. Also, funding risk is being addressed by a better spread among the various funders and with a fundraising strategy.

The directors are engaging experts to support this process, including financial accounting and reporting, wherever possible on a voluntary basis from within supporters.

Directors' Interests

There are no directors' interests requiring disclosure under the Company's Act 2006. The company is limited by guarantee with no share capital.

Employees

The Mill strives to be an equal opportunities employer and applies objective criteria to assess merit. It aims to ensure that no job applicant or employee receives less favourable treatment on the grounds of age, race, colour, nationality, religion, ethnic or national origin, gender, marital status, sexual orientation or disability.

Selection criteria and procedures are in place to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities. All employees are given equal opportunities and training to enable them to develop their skills and knowledge. The Mill is committed to a programme of action to make this policy effective, and brings it to the attention of all employees.

The Mill greatly appreciates the contribution of its employees in the year under report.

Contribution and Appreciation of Volunteers

The directors would like to place on record the significant contributions of the volunteers of The Mill in securing further funding and in the delivery of the community centre activities, which will help the local community and future generations. The Mill would not operate without its volunteers.

Volunteers are used in a number of innovative ways to enable The Mill to make use of the skills and willingness of a wide range of people, from experts in fundraising and communications who work in special teams. There are those who want to gain new work experience, and older people who are happy to share theirs and who run groups or provide a friendly face in reception.

Contribution and Appreciation of Supporters

The directors appreciate the continued support of Nesta, NCVO, London Borough of Waltham Forest, Comic Relief and the local voluntary and community sector towards the achievement of the set goals and objectives of the charitable company.

Statement of Directors' Responsibilities

The directors are responsible for preparing the directors' 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 directors to prepare financial statements for each financial year, which 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 income and expenditure, of the charitable company for that year.

In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and 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 to operate

The directors are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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 prevention and detection of fraud and other irregularities.

Audit Exemption

The directors have decided to take advantage of the audit exemption provisions of the Companies Act 2006, whereby charitable companies with a gross income of no more than £500,000 are exempt from full auditing requirements. Under the provisions of section 145 of the Charities Act 2011, Mr Graham Taylor, accountant, has been appointed as a qualified Independent Examiner of the accounts, and his report is on page 12.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued by the Charity Commission in March 2005 and updated in May 2008), and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the directors on the following date and signed on their behalf by:



Ms Ruth DUNCAN
(Director) Chair from 4th November 2013

Date: 8th Dec 2013

Independent Examiner's Report to the Directors of The Mill @ Coppermill

I report on the accounts of The Mill @ Coppermill for the year ended 31 March 2013 which are set out on pages 13 to 20.

Respective Responsibilities of Directors and Independent Examiner

The Directors (who are also the Trustees for the purposes of company law) are responsible for the preparation of the accounts. The Directors consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charitable company is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of 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 charitable company 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 you as Directors 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 386 of the Companies Act 2006; and
- to prepare financial statements which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn to enable a proper understanding of the financial statements to be reached.

Graham Taylor FCIE
17 Newell Street
London E14 7HP



11/12/13

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31st MARCH 2013
(Incorporating an Income & Expenditure Account)

	Notes	Unrestricted Funds £	Restricted Funds £	2012/13 Total Funds £	2011/12 Total Funds £
INCOMING RESOURCES					
Incoming Resources From Generated Funds					
Voluntary Income		37,928	16,837	54,765	132,802
Activities for Generating Funds		2,156	-	2,156	188
Investment Income		54	-	54	33
Incoming Resources From:					
Charitable Activities		41,316	-	41,316	7,697
Other Activity Income		1,229	-	1,229	675
Total Incoming Resources	2	82,683	16,837	99,520	141,395
RESOURCES EXPENDED					
Fundraising Costs		588	-	588	218
Charitable Expenditure					
Grants Payable		-	3,712	3,712	8,559
Community Centre Programmes		58,602	12,353	70,955	96,731
Governance Costs		1,095	-	1,095	8,868
Total Resources Expended	3	60,285	16,065	76,350	114,376
Net Incoming / (Outgoing) Resources - Net Income / (Expenditure) for the Year	4	22,398	772	23,170	27,019
Transfer Between Reserves		250	(250)	-	-
Net Movement in Funds		22,648	522	23,170	-
Total Funds at the Start of the Year		22,519	4,500	27,019	-
Total Funds at the End of the Year		45,167	5,022	50,189	27,019

The charitable company's income and expenditure all relate to continuing activities.

Movements in reserves and all recognised gains and losses are shown above.

BALANCE SHEET AS AT 31ST MARCH 2013

	Notes	2012/13 £	2011/12 £
TANGIBLE FIXED ASSETS	8	6,276	7,538
CURRENT ASSETS			
Debtors & Prepayments	5	14,734	7,110
Bank & Cash at Hand		42,855	35,726
		57,589	42,836
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	6	(13,676)	(23,355)
Net Current Assets		43,913	19,481
NET ASSETS		50,189	27,019
FUNDS			
Unrestricted			
General		36,667	17,519
Designated Funds – Emergencies		5,000	5,000
Designated Funds – Dilapidation		3,500	-
Total unrestricted funds		45,167	22,519
Restricted Funds			
Capital Fund		3,937	4,500
Revenue Fund		1,085	-
		5,022	4,500
Total Restricted funds			
TOTAL FUNDS	7	50,189	27,019

The Directors are satisfied that the charitable Company is entitled to exemption from the provisions of the Companies Act 2006 relating to the audit of the accounts for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Companies Act 2006.

The Directors acknowledge their responsibilities for:

- (i) ensuring that the charitable Company keeps adequate accounting records which comply with section 386 of the Companies Act 2006, and
- (ii) preparing accounts which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of section 396, and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the charitable company.

These Financial Statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Directors on the following date and signed on their behalf by:



Ms Ruth DUNCAN (Director) Chair from 4th November 2013

Date: 8th Dec 2013

Notes to the financial statements for the year ended 31st March 2013

1 Accounting policies

(a) Basis of preparation

The financial statements have been prepared under the historical cost conversion and in accordance with the Companies Act 2006, the Financial Reporting Standard for Smaller Entities (effective April 2008 and revised June 2008) and the Statement of Recommended Practice: Reporting and Accounting by Charities (issued in March 2005 and updated in May 2008) as modified for smaller charities.

(b) Fund-accounting

Unrestricted funds are funds available for use or retention at the discretion of the Board of Directors in accordance with the charity's objectives.

Designated funds comprise funds which have been set aside by the Board of Directors for specific purposes.

Restricted funds are funds subject to specific restrictive conditions imposed by the donors or by the declared purposes.

(c) Incoming resources

Incoming resources are included in the Statement of Financial Activities when the charitable company 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, by way of grants and donations, is recognised in full when receivable and the charitable Company has unconditional entitlement.

Incoming resources from charitable activities are recognised when the related services have been provided.

Where income is received in advance of the provision of activities to which it relates it is deferred until the charitable company is entitled to that income.

(d) Resources expended

Resources expended are recognised in the Statement of Financial Activities when the liability is incurred and includes VAT that cannot be recovered.

Expenditure is allocated between the categories in the Statement of Financial Activities on the basis of how the resources are used. Expenditure relating to a particular activity is allocated directly to that activity. Other expenditure is included under support costs and then apportioned to activities.

Charitable activities comprise expenditure incurred on providing facilities for social, educational and recreational services. It includes the direct costs and support costs relating to these activities.

Governance costs are the costs incurred on overall governance of the charitable company. As such, they mainly comprise costs of accounts scrutiny, professional and legal advice and trustee's costs.

(e) Volunteers

No amounts are included in the financial statements for services donated by volunteers.

(f) Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation, which is provided on a reducing balance basis over the useful life of the asset at 25% per annum for all assets, except when purchased with capital grant whose terms and conditions specify otherwise. Full depreciation is provided in the year of purchase.

Notes to the financial statements for the year ended 31st March 2013

2 Total Incoming Resources

Analysis of Incoming Resources

	Grant Income	Activity Income	Other Income	Total 2012/13	Total 2011/12
	£	£	£	£	£
Community Center Programmes	42,628	45,954	7,226	95,808	132,836
Grant Payments	3,712	-	-	3,712	8,559
	46,340	45,954	7,226	99,520	141,395
	Unrestricted		Restricted	Total 2012/13	Total 2011/12
	£		£	£	£
Grants					
LB Waltham Forest	-		3,125	3,125	6,000
Nesta	29,503		3,712	33,215	123,559
Comic Relief	-		10,000	10,000	
	29,503		16,837	46,340	129,559
Donations	5,944		-	5,944	3,243
Total Grants and Donations	35,447		16,837	52,284	132,802
Activity income					
Fund Generation	2,156		-	2,156	188
Hiring Income	35,060		-	35,060	7,697
Fundraising Income	2,481		-	2,481	
Projects	6,257		-	6,257	
	45,954		-	45,954	7,885
Investment Income					
Bank Interest	54		-	54	33
	54		-	54	33
Other Income					
Other	1,228		-	1,228	675
	1,228		-	1,228	675
Total Income	82,683		16,837	99,520	141,395

3(a) Total Resources Expended

	Direct Costs	Support Costs	Total 2012/13	Total 2011/12
	£	£	£	£
Community Centre Programmes	39,396	31,559	70,955	96,731
Grant Payments	3,712	-	3,712	8,559
Fundraising	588	-	588	218
		31,559	75,255	105,508
Governance		1,095	1,095	8,868
Total Costs	43,696	32,654	76,350	114,376
3(b) Governance Costs		£	£	£
Legal fees		-	-	8,218
Independent examination		800	800	650
Professional Fees		295	295	-
		1,095	1,095	8,868

Notes to the financial statements for year ended 31st March 2013

		2012/13		2011/12	
		£		£	
3(c) Direct Costs					
Grants Payable		3,712		8,559	
Fundraising Costs		588		218	
Equipment Hire		-		125	
Wages		28,606		48,295	
Other Staff Costs		164		447	
Volunteer Costs		140		3,349	
Health & Safety		50		179	
Advertising		776		192	
Projects Costs		8,921		835	
Travel		-		58	
Merchandise for resale Cost		201		-	
Activities Costs		217		-	
Other Costs		321		-	
Total Direct Costs		43,696		62,257	
3(d) Support Costs					
Rent and Rates		15,700		13,643	
Heat & Light		5,119		2,000	
Printing & Stationery		2,752		2,015	
Telephone & Computer Consumables		1,172		2,965	
Building Maintenance & Cleaning		3,489		12,206	
Dilapidations		(3,500)		3,500	
Insurance		1,576		955	
General Expenses		1,040		1,187	
Legal & Professional Fees		1,018		8,889	
Accounts		1,397		1,595	
Independent Examiner's Fees		800		650	
Depreciation		2,091		2,514	
Total Support Costs		32,654		52,119	
3(e) Expenditure Analysis					
	Wages	Depreciation	Other Costs	Total	Total
	£	£	£	2012/13	2011/12
				£	£
Restricted					
LB Waltham Forest	1,040	1,313	-	2,353	1,500
Comic Relief	10,000	-	-	10,000	-
Nesta	-	-	3,712	3,712	8,559
Total Restricted	11,040	1,313	3,712	16,065	10,059
Unrestricted					
General	17,566	778	41,941	60,285	104,317
Total Unrestricted	17,566	728	41,941	60,285	104,317
Total Expenditure	28,606	2,091	45,653	76,350	114,376

Notes to the financial statements for the year ended 31st March 2013

4	Net Incoming/ (Outgoing) Resources	2012/13	2011/12
	This is stated after charging:	£	£
	Depreciation	2,091	2,514
	Independent Examiner's Fees	800	650
		2,891	3,164
5	Debtors & Prepayments		
	Trade Debtors	12,599	2,279
	Prepayments		
	Wages	-	4,830
	Rent	2,135	-
		14,734	7,109
6	Creditors: amounts falling due within one year		
	Trade Creditors	3,393	-
	Grants Payable	105	11,441
	Accruals	7,909	1,831
	Wages & Payroll	919	5,304
	Other Creditors	-	1,279
	Deferred income – grant for Friends Scheme	1,350	-
	Provisions Dilapidations	-	3,500
		13,676	23,355

7	Analysis of Movement in Funds					
		01/04/2012	Incoming	Outgoing	Transfers	31/03/2013
		£	£	£	£	£
	Restricted					
	LB Waltham Forest					
	Capital (a)	4,500	1,000	(1,313)	(250)	3,937
	Revenue (b)	-	2,125	(1,040)	-	1,085
	Comic Relief (c)	-	10,000	(10,000)	-	-
	Nesta (d)	-	3,712	(3,712)	-	-
	Total restricted	4,500	16,837	(16,065)	(250)	5,022
	Unrestricted					
	Designated Emergencies (e)	5,000	-	-	-	5,000
	Designated Dilapidations (f)				3,500	3,500
	General	17,519	82,683	(60,285)	(3,250)	36,667
	Total unrestricted	22,519	82,683	(60,285)	250	45,167
	Total	27,019	99,520	(76,350)	-	50,189

Funds

- (a) The LB Waltham Forest Capital fund represents the cost of tangible fixed assets purchased through capital grant, less the related depreciation of these assets.
- (b) The LB Waltham Forest Revenue fund was for Volunteering Support Grant to pay for the delivery of Volunteer co-coordinator.
- (c) Comic Relief represents a grant towards the group's core work as a community hub in Walthamstow to cover part of the centre administrator wages.
- (d) Nesta represents grants paid out for community led projects.
- (e) The Designated Revenue fund has been set aside to ensure that redundancies and closure costs can be met at any one time and to allow coping with unforeseen circumstances.
- (f) Designated Dilapidations has been set aside to ensure that payments due at the end of the lease

in respect of any damage done to the premises and cost of putting the property back into repair and potentially reinstating alterations at the termination of the lease can be met.

Transfers

The transfer between funds was to reallocate depreciation for the previous year of a tangible fixed asset purchased through capital grant, but part of which was not received until this year (£250) and to reallocate provision for dilapidation, which was included in creditors at the previous year end to designated funds (£3,500).

8 Tangible Fixed Assets

	Plant & Machinery	Office Equipment	Fixtures & Fittings	Garden Equipment	Total
	£	£	£	£	£
Cost					
As at 1 st April 2012	8,334	1,217	288	213	10,052
Additions	-	498	331	-	829
Disposals	-	-	-	-	-
At 31 st March 2013	8,334	1,715	619	213	10,881
Depreciation					
As at 1 st April 2012	2,083	305	73	53	2,514
Charge for the Year	1,563	352	136	40	2,091
Disposals	-	-	-	-	-
At 31 st March 2013	3,646	657	209	93	4,605
Net Book Value					
As at 1 st April 2012	6,251	912	215	160	7,538
At 31 st March 2013	4,688	1,057	410	120	6,276

9 Analysis of Net Assets

	Unrestricted General	Unrestricted Designated	Restricted	Total
	£	£	£	£
Fixed Assets	2,339	-	3,937	6,276
Current Assets	48,004	8,500	1,085	57,589
Less Current Liabilities	(13,676)	-	-	(13,676)
Net Assets	36,667	8,500	5,022	50,189

10 Staff Costs and Numbers

	2012/13	2011/12
	£	£
Gross pay	26,360	44,296
Social security costs	2,246	3,999
Total	28,606	48,295

No employee received emoluments of more than £60,000 in this or the previous year.

	2012/13	2011/12
The average number of staff employed during the year was:	0.9	1.5

11 Directors and Related Party Transactions

2012/13	2011/12
£	£
6,257	-

Payments totaling £6,257 (2012/11: £nil) were made in the year in respect of consultancy services to the following directors and related parties:

Ms Alison Griffin (Director until 17th January 2013) total of £2,550;
Ms Ingrid Abreu Scherer (Director until 4th September 2013) total of £3,107 and
Russell Hargrave (husband of Ms Ingrid Abreu Scherer) total of £600.

The contracts were made in accordance with clause 8.3 of the charitable company's Articles of Association. The consultancy work will continue into year 2013/14 but at the balance sheet date there were no amounts outstanding for the year.

Mill Consultancy, to which all above payments related to, was a new development during financial year 2012-13. The Mill successfully tendered for its first contract during that time.

Ingrid Abreu Scherer began a piece of paid work on the Lea Bridge consultancy project in early 2013 and Alison Griffin stepped down as a director on 17th January 2013 to take on a voluntary role as Consultancy Manager, focusing on (1) developing a consultancy strategy for directors approval (2) ensuring the first contract that had been secured, for Lea Bridge Community Development for LBWF, was well delivered (3) responding to any further interest in procuring Mill Consultancy and (4) using the first project and the year 2013 as a pilot to test the market and Mill capacity for consultancy in future.

The development of the consultancy was a collective directors' decision, principally with the aim of earning unrestricted income but also of furthering the impact of The Mill's model.

Ms Alison Griffin and Ms Ingrid Abreu Scherer abstained and declared potential conflicts of interest as appropriate when the consultancy was discussed, as is recorded in the minutes.

The consultancy rates were set at, and remain, a charge of £30 per hour to the customer, of which the person delivering the consultancy can claim £20 per hour on a self-employed basis, plus reasonable expenses. However, in the most part payment of projects and individual consultants is based on outputs, rather than hours worked, and these are merely used as a tool when pricing consultancy work.

12 Contingencies and Contractual Commitments

In the opinion of directors, at 31st March 2013, there were no contingent liabilities. There were contractual commitments under a non-cancellable operating lease which expires as follow:

	2012/13	2011/12
	£	£
Expiring in more than 5 years - premises rental payments	6,000	16,000

13 Taxation

No provision has been made for taxation of the charitable company, because any surplus from its trading activities has been applied solely to its charitable purposes and most of the trading activities have occurred in the actual carrying out of its primary charitable purposes.