ROMSEY MILL TRUST

CONSOLIDATED REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020

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CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020

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Linked Company:	Cara Coffee Limited: 11901327 (England and Wales)
Principal Address and Registered Office:	Romsey Mill Centre Hemingford Road Cambridge CB1 3BZ
Auditors:	Prentis & Co LLP Chartered Accountants & Statutory Auditors 115c Milton Road Cambridge CB4 1XE
Solicitors:	Ashtons Legal Chequers House 77-81 Newmarket Road Cambridge CB5 8EU
Registered Charity Number:	1069905
Registered Company Number:	03556721

BOARD OF MANAGEMENT REPORT
FOR THE YEAR ENDED 31ST MARCH 2020

The trustees are pleased to present their annual Board of Management Report together with the financial statements of the charity for the year ending 31st March 2020 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued October 2019 (effective 1st January 2019).

BACKGROUND

Romsey Mill is a Cambridge based charity, creating opportunities with young people, children and families in Cambridgeshire and Peterborough. Established as a community organisation in 1980, to provide facilities and develop activities with young people, families, and the wider community as an expression of Christian faith in action, Romsey Mill Trust became constituted as a charitable company in 1998.

Today, Romsey Mill is creating a wide range of opportunities with young people, children and families that include growing community relationships and resilience, developing positive activities, providing practical and emotional support, enabling learning and skills progression, promoting inclusion and well-being. The Romsey Mill team are alongside families with pre-school children, teenage mothers and young fathers, children and young people living through serious life challenges. Romsey Mill also collaborates with, and provides support and guidance to, a range of community groups and organisations.

DIRECTORS/TRUSTEES

The directors of the charitable company (the charity) are its trustees and are collectively referred to as the Board of Management (the Board). The members of the board of management during the year were as follows:

Alistair Barry
Cara Cooper
Julian Hildersley
Kim Pearson
Tim Phipps (Chair of Trustees until February 2020)
Marion Saunders
Angela Single (Chair of Trustees from February 2020)
Nigel Taylor
Stewart Taylor

Neil Perry (Chief Executive Officer)
James Bennett (Programme Manager)
Diane Hicks (Operations & Resources Manager)
Neil Thompson (Fundraising & Communications Manager)

OBJECTIVES, ACTIVITIES AND PUBLIC BENEFIT

Romsey Mill's Vision, Mission and Objects:

Romsey Mill's vision is of transformed society where all young people, children, and families fully belong, positively contribute, and thrive.

Working to make this vision a reality, the mission and intent of Romsey Mill is to create opportunities with young people and families to overcome disadvantage, promote inclusion and develop personal, social, and spiritual wellbeing.

The current geographical focus of our charitable work is Cambridgeshire and Peterborough.

Romsey Mill's vision for the future and purpose in the present are inspired by beliefs and values shaped by Christian faith. We work openly and inclusively with people of any faith and of none. Romsey Mill's charitable Objects are set out in our Memorandum of Association and can be summarised as follows:

(a) To advance education;

(b) To promote good citizenship for the public benefit with the commitment to promote equal opportunities for those individuals and groups who encounter discrimination;

(c) To advance the Christian faith;

(d) To provide help, advice and positive support to those in economic or other need or hardship;

(e) To promote and fulfil such other charitable purposes as the Trustees may from time to time think fit.

Principal Aims & Activities:
In pursuance of our charitable objectives and to achieve our strategic outcomes Romsey Mill puts relationships at the heart of what we do in our commitment to overcoming disadvantage and growing opportunities and skills with young people children and families, and as we collaborate to develop more connected and resilient communities. We employ diverse and flexible ways of engaging with participants. For families with young children this includes early years care & education, parenting support in community settings and at home, adult learning and life skills courses. For young people this includes detached, tailored and open access youth work; outreach into schools, 1:1 mentoring & wellbeing groups, interest-based activities (including arts, music, music technology, sports), alternative education & vocational courses, leisure, cultural and outdoor residential experiences.

The Romsey Mill team build relationships with young people, children and families in Cambridgeshire and Peterborough, particularly with those experiencing multiple life challenges and significant disadvantage. We are co-creating and continually developing our programmes with participants and partners and we work to develop facilities that are local hubs of welcome, belonging and purpose.

Over the 2019-20 year that this report relates to, Romsey Mill's work has been led, managed, coordinated, and delivered within the following areas:

- *Pre-School* – supporting families, growing local community connections, and providing care and education for children from the term after their second birthday to when they start nursery or reception class at primary school. Operating from two Ofsted registered sites, children enjoy being together, learning and growing through creative play and other shared activities. Our Early Years care and education includes communication and language; physical development; personal, social, and emotional development; literacy; mathematics; understanding the world; expressive arts and design.

- *Family Work* – offering play and parenting support activities for children and their families from pre-birth to age five, in particular those families experiencing disadvantage. Our Family Worker encourages positive relationships, healthy living, and effective parenting; these help to give children the best possible start in life and to grow family resilience.

- *Young Parents* – leading the provision of support, in Cambridge and South Cambridgeshire, for teenage and *young* parents (first-time mums 19 and under, dads up to 25). We provide expert personal, educational, health and parenting support (including advice about housing, finances, training, and employment) to equip young parents and their children for a positive future.

- *Aspire* – providing support, social activities, learning opportunities and mentoring with young people (9-16 years of age) on the autistic spectrum. Alongside developing positive youth group activities in response to the interests and needs of young people with autism, our *Aspire* team of staff and volunteers model and teach practical life-skills that help the young people to prepare for and progress as well as possible into adulthood. Our staff members give parents direct support, link with schools, and sign-post families to other places of help and advice.

- *Youth Development* – building supportive relationships with 13-25-year-olds who are facing considerable life challenges, co-creating positive activities, offering advice, skills development and guidance into education, training and employment. Our Youth Development Team's work integrates community-based activities and young-person led projects, 1-1 support and mentoring, Alternative Education in partnership with schools, personal & spiritual development initiatives in partnership with local churches, post-16 and post-19 progressions support/guidance.

- *Community Development* – Romsey Mill helps to grow relationally connected communities. We encourage and facilitate community members to come together and develop initiatives which generate solutions to common challenges (usually focussed on building stronger and more resilient local communities for young people, children, and families). We promote equality and social justice, through the organisation, education, and empowerment of people within their communities. Romsey Mill manages community buildings and facilities that are available for the general public to use. We have also set up and run social enterprises which offer a range of volunteering and training opportunities.

We work from a variety of community buildings and facilities across Cambridge, the South Cambridgeshire district, and in Hampton (Peterborough). *Romsey Mill Centre,* located in Cambridge city, is the main office for Romsey Mill's team.

Our work is financially resourced through individual and group / organisation donations, grant making trusts, statutory grants & contracts, and Romsey Mill's own 'enterprise-income'. This social enterprise activity includes training courses, a charity retail shop offering a range of affordable clothing and household items, a community-run coffee shop, and the hire of meeting rooms and other facilities. For the most part our services are free to participants; where there is a charge for some specific activities, concessions are made for people in financial need.

Romsey Mill engages in partnership working and collaboration with a broad range of groups and bodies including other voluntary organisations, churches, schools and colleges, community-led groups, local businesses and larger companies, local authorities, and other public sector bodies. Partnership work offers more effective ways to engage with young people, children and families and grow community capacity and resilience than acting alone.

Staff and Volunteers:

On 31st March 2020, the Romsey Mill salaried staff team comprised 52 employees: 18 full-time; 34 part-time; with a full-time-equivalent of 33.7 staff members. Volunteers continue to fulfil vital roles within the life of Romsey Mill across many areas of our programme activities and operations. In the 2019-2020 year, our work benefitted from the commitment and skill of 74 regular volunteers; additionally, we were supported by 70 volunteers at one off events or activities. Students undertaking courses of study with Anglia Ruskin University, Ridley Hall and Westminster theological training colleges, and the University of Cambridge had placements with Romsey Mill as part of their learning. Romsey Mill's trustees/company directors all give their time, experience, and skill on a voluntary basis.

Public Benefit Statement:
The Board of Trustees consider how activities will contribute to the charitable objects, mission, and strategic priorities of Romsey Mill through clear planning, review, and reporting processes. The Board also re-evaluates the strategic priorities of the charity from time to time to ensure that they meet current needs and remain focused on the charity's stated purposes. In doing this Romsey Mill Trustees confirm that they have complied with their duty to have due regard to the Charity Commission's general guidance on public benefit. The 'Achievements and Performance' section of this report provide a summary of how the Trustees consider Romsey Mill's activities have provided benefit to a broad range of people.

Specific objectives set for 2019/20:

- Build on the momentum created with the new Family Work to grow the number of families reached, engaged and supported through play activities, adult learning opportunities and one-to-one support that address needs families are experiencing and strengthen relational networks and community spirit.
- Continue to strengthen our Youth Development Work through the third and final year of *Youth Investment Fund* support and undertake exit planning from the fund to include plans for securing new funding to enable work to continue.
- Following the start of new partnership work between Romsey Mill and Beacon Youth Trust, in order to deliver youth work provision in Linton, appoint a new Lead Youth Development Worker for the Linton area.
- Commence preparation for the introduction of revised early years goals in the Early Years Foundation Stage, to include participation in the public consultation on the revised EYFS in autumn/winter 2019/20.
- Respond to 'Short Breaks' recommissioning process to secure new multi-year funding for Aspire Programme from autumn 2019.
- Work with Cambridgeshire County Council to arrange a review process and meetings with professionals and other key stakeholders, with the goal of agreeing new plans for future Young Parents support across Cambridgeshire and Peterborough that pay attention to the emerging Best Start in Life Strategy work.
- Continue partnership work to progress building plans and funding for a new Youth Building in Cambourne and commence similar work with partners in Hampton, Peterborough for a new community facility.
- Complete Romsey Mill identity and rebranding project work with production of new brand map and design work to refresh visual representation through logo and other materials.
- Complete configuration / implementation of new Donorfy and Upshot CRM systems and development /launch of new Romsey Mill website.
- Carry on work to diversify income streams and increase levels of unrestricted trust, community and social enterprise income, through investing in fundraising staff team capacity and effectively managing additional Community Centre facilities and Cara Coffee Shop through a full year of operations.
- Develop plans for awareness raising and fundraising activities in 2020, Romsey Mill's 40th anniversary year.

ACHIEVEMENTS AND PERFORMANCE

Towards the end of this financial year (in March 2020) the UK was impacted by the first wave of the COVID-19 virus. In the section of this Trustees report that addresses priorities and planned activities for 2020-21, the impact of the pandemic for Romsey Mill, including the consequent national lockdown, will be covered.

During 2019-2020 Romsey Mill delivered and improved our proven programmes and services whilst also developing new initiatives and activities.

In line with Romsey Mill's charitable objects, the following were key achievements during the 2019-20 year:

Advancing education:
Learning opportunities, both informal and formal, continued to be delivered across all of our Programmes. Specific accredited courses were also developed and delivered within some Programme areas. The themes and contents of learning activities continued to be co-designed with the children, young people and families that Romsey Mill team are alongside. As there are distinct benefits of informal, structured, and accredited learning activities for participants, Romsey Mill continued to create a broad range of opportunities to advance education. A mix of both the formal and the informal approach is highly recommended by experts.

Our two ***Pre-School*** care and education settings (both in Cambridge city) welcomed 67 children who were on register and attended sessions during the year (previous year: 72), including 25 children receiving the disadvantaged 2-year-old funding entitlement (previous year 32).

For children growing up in poverty, their early years are particularly important as they are much less likely than their more affluent peers to benefit from experiences that support positive development. This can impact how they progress throughout their education and lead to significantly poorer life chances in adulthood. It is for this reason that Romsey Mill continues to prioritise providing Pre-School places for disadvantaged families.

Updates to the Early Years Foundation Stage Statutory Framework, which is the standards that school and childcare providers must meet for the learning, development and care of children from birth to 5, came in during the first 6 months of 2020 and Romsey Mill's Pre-School Coordinator and Programme Manager are working to revise our curriculum to meet any new requirements.

Romsey Mill ***Family Worker*** continued to respond to the significant need experienced both by families local to Romsey Mill Centre and those living further away. We provided weekly drop-in sessions where 20-25 babies and pre-school children played together whilst their parents/carers benefited from opportunities to grow friendships and access higher level support from our Family Worker. The numbers participating in these 'Little Millers' sessions continued to grow throughout the year with around 280 families attending each term. We ran several courses, some for parents together with their children and some just for parents, with 20 families participating. The courses delivered included 'Creative Play' (5-week course), 'Building Resilience' (6-week course), 'Creative Sewing' (4-week course) and were delivered in partnership with other community groups (e.g. local churches) and the family worker from the County Council team.

Throughout 2019-2020 our ***Youth Development Team*** continued to co-produce a significant number of regular informal learning activities and one-off projects with young people in local communities to grow skills and knowledge. The range of regular open access informal learning activities included: 18 x Open-access Youth Clubs (previous year, 19); 9 x Open-access Sports Sessions (previous year, 7); 6 x Open-access Studio Sessions (previous year, 5); 6 x Themed Groups (previous year, 7).

Adventurous activities and educational trips were an ongoing part of our offer to young people, with 28 distinct opportunities created over the course of the year. Each activity or learning experience engaged between 2 and 14 young people. 22 young people engaged with Romsey Mill's Alternative Education Provision, which complemented any existing education young people received through mainstream school or at Pupil Referral Units. The number of young people engaged on AEP sessions delivered by Romsey Mill was lower than the prior year (which, with 55 participants, was unusually high), but more similar to other recent years. Young People with Romsey Mill attained the following vocational qualifications through our Alternative Education provision: 1 x Level 1 Award in Home Cooking Skills; 3 x Level 1 Award in Developing Enterprise Skills. Romsey Mill designed and ran another Level 2 qualification in Youth Work Practice, with 16 learners gaining the qualification.

Romsey Mill's ***Young Parents Programme*** provided the following educational courses in 2019-20: 'Healthy Cooking on a Budget' (10 weeks), 'SHINE' self-esteem and confidence building (10 weeks), 'Arts Award' (Bronze level, 10 weeks) in collaboration with the Fitzwilliam Museum. The children of young parents who join in with these learning opportunities are looked after in an adjacent room to the parents and for many this is their first experience of using childcare. Transport, refreshments, and lots of 1:1 support are also provided in order to encourage young parents to achieve sustained attendance and positive learning outcomes. Having gained confidence in learning on a short course in a supportive environment, many young parents choose to continue their education by starting a full-time/ part-time college course or work. In total 19 young mothers (previous year: 18) participated as learners on these courses. We also ran – 4 Antenatal Courses and 3 First Aid Courses during the year. These courses are specifically tailored to the needs and interests of young parents both in terms of course content and how we enable the learning. 13 mums and 7 dads attended the First Aid Courses; 21 mums and 13 dads were supported through the Antenatal Courses.

Once again, our ***Aspire*** team of staff and volunteers supported an increased number of young people with Autism in 2019-2020. Young people with Autism Spectrum Conditions (ASCs) can find it much more challenging to meet people, make friends and develop social skills. This is because the complex brain development conditions they have affect the way they communicate, relate to others, and make sense of the world around them. Across 11 distinct groups, in Cambridge City and South Cambridgeshire, we engaged 126 young people (previous year: 109) in positive activities and one-to-one mentoring sessions that helped them grow self-efficacy and confidence and improve vital communication skills and other social aptitudes. From within our Aspire Plus group, we supported 3 young people as they progressed on to university.

Promoting good citizenship for the public benefit with the commitment to promote equal opportunities for those individuals and groups who encounter discrimination:
Romsey Mill creates opportunities with young people, children, and families from diverse social, cultural and ethnic backgrounds. Across all our programmes and activities, we are intentional about working towards ensuring that individuals and groups who more often encounter discrimination have equal opportunity to engage and benefit from support. We are also motivated to promote commitment and active care for local areas and to enhance community capabilities.

Together, our ***Pre-School, Family Work, and Young Parents Programme*** teams welcomed 14 volunteers who participated in the provision of early years care & education and family support. In addition, we offered opportunities for work placements to 4 students from the Health and Social Care course at a local college. During 2019-2020 our ***Aspire*** Programme benefitted from 31 volunteers and placement students helping us run our groups including 5 volunteers who have autism themselves and were participants within Aspire when they were younger. Creating volunteering opportunities with people who have Autism is a very important part of our work in promoting and improving equal opportunities.

Our ***Youth Development Team*** regularly engaged with 1,116 young people (previous year: 1152) in Romsey Mill facilitated positive youth activities. We continued to apply a strengths-based approach, a collaborative process between the young people engaged and our team members offering support, allowing them to work together to determine an outcome that draws on the young people's strengths and assets. As such, it concerns itself principally with the quality of the relationship that develops between team members and young people being supported, as well as the elements that the young person brings to the process. Working in a collaborative way promotes the opportunity for individuals to be co-producers of services and support rather than solely consumers of those services. During the reporting year 20 young people acted as young leaders in groups and a further 25 active volunteers were indigenous leaders (those who are over 18 and had previously been involved in Romsey Mill activities as participants). Together, young people, volunteers and team members developed 11 community projects to serve and support other people in local communities and generate public benefit. We were grateful for the positive involvement of 62 volunteers across our Youth Development work, a 35% increase on the previous year. This expression of active citizenship increases Romsey Mill's capacity to create all the opportunities with young people.

Our overall group of volunteers comes from and is largely representative of the diverse communities where Romsey Mill is present and active. All of our work is improved through the time, skills, and resources that individuals and teams of volunteers contribute. In addition to enriching Romsey Mill's Programme activities, volunteer endeavours provide vital support to fundraising, administrative, and governance functions.

Advancing the Christian faith:
It was a specific group of local people and churches, encouraged by the Christian faith, that joined together to begin the work of Romsey Mill in 1980. This faith continues to inspire and guide our vision and mission with young people, families and communities in serving local need and addressing social justice We regard each and every person as being unique and valuable and therefore we work inclusively with people of any faith and of none through activities that promote social justice (how society can be fairer) and contribute to personal and community transformation.

Some of Romsey Mill's activities, that integrate exploring the Christian message of faith, hope and love with the outward working of that message through social action, are made possible because of our partnership with and specific funding from local churches. This year was the fourth successive year our Youth Development Team ran the *Deeper* residential. With 23 young people joining this was the highest number of participants so far. As usual, the residential was held at St Mark's College, Saffron Walden. Young people enjoyed positive outdoor activities, getting involved in community service and exploring questions of life and Christian faith. We were grateful to The Souter Charitable Trust, St Barnabas Church, Kingsgate Church, Eden Baptist Church, Rock Baptist Church and The Howard Foundation for their donation to fund this event. Romsey Mill continued to participate in partnership work with other faith-based charities and groups including:

- Shelford & Stapleford Youth Initiative: developing and managing local youthwork
- The Besom in Cambridge: Besom exist for members of churches in Cambridgeshire to connect with those in need and see transformation in those who give and receive.
- *Cambridge Youth Work Collective:* a Cambridge-wide network for Youth Workers from churches and Christian charities. Romsey Mill has a member of staff on the steering group for this partnership.
- Several local churches partnered with Romsey Mill by supporting our work financially and through providing New Baby Bundles, Christmas Hampers and food parcels that were distributed by Romsey Mill to families and young people in economic need.

Providing help, advice, and positive support to those in economic or other need or hardship:
Across all Romsey Mill's Programmes, our dedicated team of staff and volunteers provided everyday ongoing help, advice, and support to those in economic or other need or hardship.

Of the 67 children cared for in our ***Pre-School*** during the 2019-2020 year, 25 children were in receipt of the disadvantaged 2-year-old funding entitlement. Across all our indicators of high need we worked with an increased number of vulnerable children and families. Children from birth until the end of Reception year at Primary school, who have significant and complex additional needs or disability, and require ongoing specialist support from across education, health and care can be assessed to receive Early Help Support. This includes children who have great difficulty communicating, have sensory, learning, or physical difficulties and / or complex health needs. Romsey Mill's Pre-School had 7 children with us who were receiving Early Support, with our team helping to provide this. We supported a boy in our Ross Street setting with a diagnosis of autism employing a 1-1 staff member for him during Autumn 2019 and Spring 2020. We also supported a little girl in Hemingford Road with complex physical and communication needs (no mobility or speech) employing a 1-1 assistant during Autumn 2019 and Spring 2020. In total, we supported 4 children in our Pre-School with higher level Social Care involvement (1 Child protection case and 3 Child in Need cases), a child who was looked after in a care setting and in the process of being adopted, and 1 child with a Child Arrangement Order.

Within our **Family work** and ***Young Parents Programme*** support was given to families facing significant challenge. 79 young mothers (previous year: 120) and 51 young fathers (previous year: 90) were supported across the year. During 2019-2020, support work for young fathers changed significantly with the departure of our staff team member from the Fathers Worker role. As a result of the uncertainty of future funding it was not possible to recruit to the Fathers Worker position during the year. However, fathers continued to be supported through the work of the wider YPP team. This reduction in capacity did have an impact on the number of young fathers we were able to support. We supported 85 families who had children with higher level Social Care involvement. Of the total number of families engaged, 63 young mothers and 49 fathers received one-to-one or home visiting support by a Romsey Mill worker. The YPP team provided support for those who identify themselves, or who had been identified by other agencies, as being a perpetrator or victim of domestic abuse. Some young parents are much more willing to discuss these issues on a one-to-one basis and we were able to refer them to other agencies for additional support. Our Family Worker also provided several sessions of one-to-one support to 3 families including those in receipt of benefits. In both Young Parents and Family Work, information, advice, and other support was given to parents regarding matters such as housing, benefits, education, mental health, domestic abuse, substance misuse, and progression into education and / or employment.

In total, across the year, workers from our ***Youth Development*** and ***Aspire*** teams supported 1175 young people experiencing challenge and hardship (previous year: 1215). Of these young people 107 (previous year: 96) received one-to-one mentoring support by a Romsey Mill team member. Our Aspire and Youth Development Teams supported 51young people who had higher level need assessments and Social Care / Team Around the Family involvement. Within our Aspire Programme 9 parents received direct support in response to needs associated with their child's autism including supporting 5 to apply for DLA or PIP benefit (all successful applications). Most of the parents we support within our Aspire Programme do not have trusted relationships with other professionals who can support them, and they also struggle to access advice from other providers. Our Youth Development Team facilitated work experience opportunities for 5 young people and directly supported 27 young people to progress on to education, employment or training.

Romsey Mill does link with many community organisations that were able to offer financial and practical support to some families and young people we supported across our Programmes. These included Cambridge Besom, Cambridge Central Aid Society, Citizens Advice, Dhiverse, Ebyon Trust, Family Nurse Partnership, Female Welfare Fund, and Foodbanks. Romsey Mill's Charity Shop provided a large range of affordable clothing and household goods to local people and also supported several people with additional needs to take up volunteer roles, helping to reduce their isolation and improve wellbeing.

Several local churches partnered with Romsey Mill by providing practical care in the form of Christmas Hampers and New Baby Bundles that were distributed by Romsey Mill to families and young people in economic need.

Other charitable purposes beneficial to the Community:
Having taken on the management of Ross Street Community Centre (Cambridge)in December 2018, Romsey Mill has now completed our first full year managing operations. The Centre is a welcoming venue for various community groups and organisations themselves offering a range of opportunities including leisure-time activities (arts, culture, and sport), training courses, health & wellbeing support. Ross Street Community Centre also is 'home' for regular community-organised gathering (often involving eating meals together) and celebration events. One of Romsey Mill's own Pre-School settings continues to be based at Ross Street Community Centre for five mornings each week during term time. We continued to manage our own community facilities at Romsey Mill Centre enabling various external groups and organisations to support the local community

There were 21 (previous year – 18) distinct community groups using the facilities at Romsey Mill Centre (evenings and weekends). Of these 16 are regular hirers and 5 were one off events for groups. At Ross Street, there were 49 distinct community groups that made use of the Centre; 38 of these are regular hirers and 11 were one off hires. These groups are external to Romsey Mill and do not include any of our programme activities. During the year from April 2019-March 2020 there were 15 family parties (local residents) at Romsey Mill and there were 40 family parties held at Ross Street Community Centre (local residents). Some highlights for us during the year were hosting the Britten Sinfonia Youth Orchestra for their rehearsal period in the Spring and Cambridge Operatic Society for their rehearsal period leading up to their production of 'The Sound of Music' at Cambridge Arts Theatre. We are seeing an increase in demand for affordable large halls, particularly from charitable and not for profit organisations wishing to use space for full day training events and workshops. This includes Cambridge Women's Aid, Cambridge Housing Society, Cambridge Community Arts, Lifecraft and Cambridge Indian Cultural Society, all of whom use our venues for annual training and workshop events.

Cambridge City Council (CCC) is redeveloping the former Mill Road Depot site to build 182 new homes (50% of them new council rented homes), and a new community centre building to provide much needed community meeting space for this area of the City. CCC offered an 11 year Lease (by a further period or several further periods up to a maximum of fourteen years in total) for the exclusive right to operate Mill Road Community Centre (MRCC) for the core purpose of providing a multi-purpose community space for creative, learning and general community activities. The terms will be an annual fixed price of annual peppercorn rent for the whole duration of the contract.

In November 2019, Romsey Mill submitted a successful tender for the Mill Road Community Centre, being offered the opportunity to manage the Mill Road Community Centre in partnership with Petersfield Area Community Trust. Since being offered the tender, we have had initial meetings with the developers and City Council to go through plans for the building and attended a Residents Meeting in March 2020. The original opening date for the building was set for March 2021 but, with delays brought on because of the COVID-lockdown starting in March 2020, the likely opening has been revised to the end of 2021.

Romsey Mill's *Charity Shop* in Cambridge and our *Cara Coffee* shop in South Cambridgeshire provided welcome, friendship and service to local communities, including to people experiencing isolation and loneliness. Both initiatives also create a significant number of volunteering and work experience opportunities. The hospitality, advice and support available through our *Charity Shop* is well established and very beneficial to local people. After our first full year of trading, *Cara Coffee has* also become a much-valued community enterprise bringing direct and indirect social benefit.

Performance of material fundraising activities against the fundraising objectives set:
In the month prior to the start of this financial year, Romsey Mill's full-time *Community and Individuals* Fundraiser, moved to join the Community Fundraising Team at a regional charity. In July 2019 we appointed two new staff members: a full-time *People & Community* Fundraiser and an additional part time *Partnerships and Events* Fundraiser (0.4 FTE). These new staff members joined our existing Fundraising and Communications Manager and two part-time Trust Fundraisers (0.4 FTE & 0.8 FTE).

The income and expenditure budgets adopted for 2019-20 were set to achieve a break-even position. We budgeted for a similar level of expenditure to the previous year plus an inflationary uplift. Fundraising targets were set for our four main income categories (Trusts; Statutory; Trading; Community) with targets for these categories set at similar levels to the previous year's outcomes.

At the end of the 2019-20 financial year overall expenditure was marginally lower than budgeted by £19.6k. Income across the four main categories was close to budget with a little more coming in from statutory sources and community sources than anticipated. At year-end, we had achieved a close to break-even position.

Performance against other specific objectives set for 2019/2020:

Objectives set	Activities & Outcomes achieved
Build on the momentum created with the new Family Work to grow the number of families reached, engaged and supported through play activities, adult learning opportunities and one-to-one support that address needs families are experiencing and strengthen relational networks and community spirit.	Whilst the number of families reached was not as high as in the previous year, the strength of relationships with families was a key focus and consequently the level support was greater. Over the course of the year our family worker and volunteers provided: • 280 families attending activities each term • 3 adult learning courses running over 15 weeks with 20 participants. • 3 families received one-to-one support. Parents reported benefitting from growing friendships, learning new skills, increasing confidence, and improving wellbeing.
Continue to strengthen our Youth Development Work through the third and final year of Youth Investment Fund support and undertake exit planning from the fund to include plans for securing new funding to enable work to continue.	Our Youth Development Team's activities and outcomes continued to improve across various measures. Full End of Year Three Report & Exit Plan was prepared and submitted to TNL. Outcomes included: • Continued participation in the Youth Investment Fund Learning Project (with NPC and Centre for Youth Impact) • Engaged a similar number of young people (1116 compared with 1152 in prior year) through a range of detached work, open access youth groups, sports sessions, music studio sessions, alternative education, one to one support inside and outside school, trips and residentials. A higher number of young people (27 compared with 19 in previous year) were directly supported to progress into employment, education, or training. • Work in newer areas of Hampton, Peterborough and Trumpington, Cambridge strongly established.
Following the start of new partnership work between Romsey Mill and Beacon Youth, in order to deliver youth work provision in Linton, appoint a new Lead Youth Development Worker for the Linton area.	A new Youth Development Worker was recruited and appointed in October 2019 to work in Linton. Over the last 12 months positive progress has been made in strengthening partnership working and creating new opportunities with young people. Support is available to the most vulnerable local young people.
Commence preparation for the introduction of revised early years goals in the Early Years Foundation Stage, to include participation in the public consultation on the revised EYFS in autumn/winter 2019/20.	Romsey Mill's Pre-School Coordinator and Programme Manager completed work on this, including meetings with the Local Authority. The new Development Matters Early Years curriculum has been revised and piloted by a few providers. Romsey Mill will be implementing in 2020/2021.

Respond to 'Short Breaks' recommissioning process to secure new multi-year funding for Aspire Programme from autumn 2019.	Romsey Mill was successful in tendering to be part of Short Breaks Framework and have a new 5-year contract, which funds some of the places for young people within our support groups.
Work with Cambridgeshire County Council to arrange a review process and meetings with professionals and other key stakeholders, with the goal of agreeing new plans for future Young Parents support across Cambridgeshire and Peterborough that pay attention to the emerging Best Start in Life Strategy work.	Romsey Mill Young Parents Programme Development Worker, Programme Manager and CEO contributed to planning through the year. A new *Best Start in Life Strategy* was launched by Cambridgeshire County / Peterborough City Councils. There is still more work to do to ensure that support for young parents is better coordinated and resourced across Cambridgeshire. We anticipate that a new tender will be issued for this work by Cambridgeshire County Council in 2020.
Continue partnership work to progress building plans and funding for a new Youth Building in Cambourne and commence similar work with partners in Hampton, Peterborough for a new community facility.	Romsey Mill's CEO, Fundraising Manager, and YDT Programme Coordinator invested time through the year meeting with partner organisations in Cambourne (Town Council, Cambourne Youth Partnership, District Council). We also started conversations and sharing ideas with our key partner in Hampton. The vision we have to see new youth facilities in both locations are longer term aspirations, but given that in 2020 additional funding has been secured for the building in Cambourne, we are hopeful that in 2021 there will be there will be further significant progress, with plans being updated and the possibility of building work getting underway.
Complete Romsey Mill identity and rebranding project work with production of new brand map and design work to refresh visual representation through logo and other materials.	The Board of Trustees, with our Leadership & Management Team, had a planning day in the July of 2020 to continue work on Romsey Mill's identity and value proposition. We considered the research and writing of Helen Cottam looking at new ways of organising living and growing that have been developed with communities across Britain. At the heart of this new way of working is human connection. When people feel supported by strong human relationships change happens. And when we design new systems that make this sort of collaboration feel simple and easy people want to join in. This research will help to shape our ident work. A new brand map and design work to refresh visual representation through logo and other materials was not completed during the year and this work will continue.
Complete configuration / implementation of new Donorfy and Upshot CRM systems and development /launch of new Romsey Mill website.	The configuration and implementation of the Upshot CRM system was completed and is being used by YDT and Aspire Teams. We will review and improve usage in 2020-21. The Donorfy CRM and Raising IT website platform were not implemented, and work will continue next year.

Carry on work to diversify income streams and increasing levels of unrestricted trust, community and social enterprise income, through investing in fundraising staff team capacity and effectively managing additional Community Centre facilities and Cara Coffee Shop through a full year of operations.	Romsey Mill continued work to diversify income streams through a range of activities including: • Continuing to partner with another local charity in putting on the 'Bridge the Gap' Charity Walk and raising close to £40K. • Increasing staff capacity within our fundraising team through appointing an additional community and events fundraiser. • Managing the Ross Street Community Centre and Cara Coffee through a full year. Both enterprises generated increased unrestricted income for Romsey Mill
Develop plans for awareness raising and fundraising activities in 2020, Romsey Mill's 40th anniversary year.	The whole Romsey Mill staff team were involved in generating ideas for how we could mark the anniversary year. The Leadership & Management Team took these ideas forward and shaped plans in consultation with Trustees. Unfortunately, the outbreak of the COVID-19 pandemic in March of 2020 negatively impacted these plans for events and fundraising appeals. We adapted and have been able to raise awareness of Romsey Mill's mission during the year but not in the full way we had planned for.

Financial Review
Sources of Income and Expenditure in 2019/20:

A encouraging number of people, groups, organisations, charities, businesses and foundations join with Romsey Mill and contribute to the furtherance of our vision and mission through volunteering, sharing skills, experience, and other resources, funding services and making financial donations in support of our cause.

Overall income for the year was £1,259,979 (2018-19: £1,093,949). Romsey Mill receives and generates income in a variety of ways and from a range of sources:

- Trusts and foundations that make grants for charitable purposes contributed £468,918 (2018-19: £413,301); this represented 37% of Romsey Mill's income.
- Our social enterprise and community fundraising activities generate 32% of income totalling £394,866 (2018-19: £298,257). This included the first full year of operations for Cara Coffee, a wholly own trading subsidiary of Romsey Mill, our community run coffee shop in South Cambs.
- Statutory grants and contract payments for work across *Pre-School, Young Parents, Aspire, and Youth Development* add up to 26% of income at £327,697 (2018-19: £320,365).
- Earned income of £68,498 (2018-19: £62,025) for charitable services, largely relating to our Alternative Education provision and some of our Pre-School work, amounted to 5% of total revenue.

Full expenditure for the year was £1,262,680 (2018-19: £1,092,277). 80% of this expenditure directly related to our charitable work with young people, children and families; the remaining 20% of expenditure covered costs associated with unrestricted fundraising and governance. Direct employment costs continued to be the main item of expenditure and remained constant as percentage of overall spend at 74% (2018-19: 76%). This reflects the relational emphasis of our work, as team members supported young people and families experiencing a complex range of challenges.

The expenditure budget Romsey Mill set ahead of the start of the 2020/21 financial year, and pre-COVID lockdown in March 2020, has been revised down to reflect actuals for the first 6 months of the year. As certain staff team members have moved from Romsey Mill to new roles with other organisations and with significantly lower non-staff expenditure during the first lockdown, the mid-year-point forecast of overall expenditure for the current year is £1,027,045.

Our income budgets for 2020-2021 have also been revised from those that were set pre-COVID. We have included income from the government furlough and rate relief grants and income received from Trusts who have established emergency COVID-response funds. We are currently forecasting a surplus at the year-end of 10.9%.

As we look forward to 2021-2022, Romsey Mill faces a higher level of uncertainty regarding potential sources of income. It is not yet clear whether grant-making Trusts and Foundations will continue to prioritise short-term funding enabling fast response to the ongoing impact of COVID on more vulnerable people in our local communities, or whether they will begin to establish multi-year funding programmes again.

As our Youth Investment Funding came to an end in April 2020, a key priority is to identify new funding partners for our Youth Development Team's work.

Our Young Parents Programme work receives approximately 60% of its overall income from a service contract with Cambridgeshire County Council. Our current contract ends 31st December 2020. In response to a new tender, issued in the autumn of 2020, Romsey Mill submitted an application to provide services under a new contract. We will know the outcome of the tender process in early December 2020. Romsey Mill has plans in place to respond, whatever the outcome.

Given that COVID-19 will continue to create significant uncertainty for some of Romsey Mill's unrestricted income generating activities (e.g. retail-based social enterprise, room hire, public fundraising events), we will be closely monitoring our progress in making applications to grant making Trusts and Foundations and income we secure over the next 6 months. We are thankful for income received from individuals, churches, and community donations, which has remained constant during the first 6 months on the year.

Given our existing reserves and the forecast year-end position, Romsey Mill are assured that the we will have sufficient funds to continue through the first 6 months of next year without needing to undertake any significant cost-cutting measures including reconfiguration of staff team roles.

Value for Money:

Romsey Mill's approach to Value for Money is designed to ensure that:

- What we do is relevant and leads to benefits for young people (spend wisely).
- How we work is efficient and effective, so we don't waste time or money (spend less).
- We get a good return from what we spend and make wise choices (spend well).

We achieved this during the year by monitoring and reviewing the outcomes and benefits of our work with young people and families, by retendering certain utilities and service contracts to get better value for money, by carrying out regular reviews of other costs, and by bringing in additional funding to improve services.

Reserves Policy:
In order to provide for less predictable circumstances and changes, which result in reduced income or additional expenditure, and to guard against any undesirable impact on our work, Romsey Mill's trustees designate a level of funds as reserves.

Having a clearly defined Reserves Policy with a realistic level of designated funds enables Romsey Mill to:

- absorb setbacks and take advantage of change and opportunity
- demonstrate that we are effectively managing our resources and have thought through how we might secure our viability beyond the immediate future and provide reliable services over the longer term

Based on these considerations, the Trustees' current policy is to maintain free reserves of between three and six months of the following year's projected expenditure. On 31st March 2020 Romsey Mill held General Reserves of £385,830 which equated to 4.5 months of budgeted expenditure in 2020/21 set at £1,027,045. By 31st March 2021 we are forecasting that Romsey Mill's general reserves will equate to around 6 months of expenditure.

A modest amount of Romsey Mill's unrestricted funds has been designated for particular uses over the next year. This will be reviewed by the Trustees at the end of the financial year and revised if the Trustees determine that Romsey Mill should not or does not need to continue with the use for which they were designated.

Financial procedures:

Quarterly management accounts are produced and presented to the Finance Committee, along with any other relevant financial reports as required, who then report on to the Full Board of Trustees.

In the day-to-day of Romsey Mill's financial activity, all income and expenditure transactions are recorded in Romsey Mill's SAGE accounts system with bank reconciliations being completed twice monthly. We have recently moved to SAGE online to enable better remote working.

Two signatories are required for all cheques or payments through online banking and if the amount is above £2,000 one signatory must be the CEO or a Trustee.

Trustees oversee an annual salary review and approve changes. They also authorise the creation of any new posts. Any major capital projects or other undertaking that will have a significant short- or long-term financial impact also require Board of Trustee approval.

Strategic aims and plans for April 2020 to March 2021

Romsey Mill has an existing five-year strategic plan that sets out our strategic aims for the period through to March 2021 with related objectives.

Current strategic aims up to March 2021:

- *What we aim to achieve with young people, children, and families:*

1. We will continue developing the heart of our work in Cambridge and surround area, focussing on depth of relationships and sustainable presence over time.
2. We will create new opportunities for Romsey Mill's work to be proven beyond Cambridgeshire.

- *How we will work and develop as an organisation to support these aims:*

3. We will strengthen awareness and communication of who Romsey Mill is and what we do.
4. We will enhance understanding of how we make the biggest difference and better demonstrate the impact of our work.

5. We will improve our methods of generating effective business models for growing programme work.

6. We will consider how to convey Romsey Mill's Christian Ethos most effectively and extend collaborative opportunities with local churches and other groups.

7. We will advance our fundraising work and grow the wider community contribution to our activities.

In the April 2020-March 2021 year our objectives are to:

- Implement the new 'Development Matters' Early Years curriculum within Romsey Mill settings in 2020/2021.
- Develop partnership working and secure new sources of funding, including from Trust Funders and local community, for our Youth Development Team's work with vulnerable young people in Peterborough and Cambridge.
- Increase Romsey Mill's delivery of accredited youth work training opportunities for volunteers and career youth workers in Cambridgeshire and Peterborough
- Respond to tender opportunities for the future funding of support for Teenage/ Young Parents in Cambridgeshire.
- Grow new opportunities to support *Aspire* young people in their formal education, including through exploring the possibility of funded work from schools / colleges to support young people on their rolls who participate with Romsey Mill groups.
- Building on the success of securing Short Breaks contract and increase awareness and support for Romsey Mill's Aspire Programme, in particular from the local community.
- Respond to Young Parents Support contract recommissioning process to secure new multi-year funding for YPP from January 2021.
- Implement the 'Children Survive and Thrive: Rise and Shine' project with parents and their children.
- Continue partnership work to progress building plans and funding for a new Youth Building in Cambourne.
- Broaden partnership relationships in Peterborough to help embed sustainable Romsey Mill presence.
- Complete configuration / implementation of new Donorfy CRM system and launch new Romsey Mill website.
- Further develop Romsey Mill's understanding and articulation of our Theory of Change, with a focus on the Youth Development Team in 2020.
- Continue research and development of Relational thinking and practice within Romsey Mill, recognising that when relationships are valued and put at the heart of what we do, people are happier and healthier, and services are more effective and efficient.

The UK left the European Union on 31 January 2020 and is now in a transition period set to end on 31 December. The threat of a no-deal exit at the end of 2020 is still present. A decline in the pound, increased inflation, rising prices and supply chain disruption have all been predicted by economists in the longer term. All could have direct and indirect impact on charities' work. Leaving the EU will mean leaving all of its institutions and funding streams, currently estimated to be at least £258m per year for charities. However, Romsey Mill does not currently receive EU funding and is not intending to apply for EU-funded projects through 2020 so the financial risk to Romsey Mill is low. We do not anticipate that loss of EU funding will create significant gaps in future income streams.

The spread of the COVID-19 Pandemic in 2020, and the consequent lockdown from March-July of this year has had an impact on all sectors including the charity sector.

During the early stages of the crisis, Romsey Mill's operational priority remained the safeguarding of vulnerable and at-risk young people and families, and our teams adapted their projects accordingly. We have continued to support young people and families, particularly those facing food poverty, mental health challenges and safeguarding issues (CSE, domestic violence, abuse etc.); responded to challenges / crises as they arise; and pro-actively 'checked in' with young people and families through phone / video calls and messaging. Romsey Mill also performed an important role in helping to coordinate and support local community responses to the crisis in Petersfield and Coleridge; and offering advice to the mutual aid group in Romsey, as and when requested.

Following lockdown, Romsey Mill experienced an immediate, detrimental financial impact; with loss of revenues generated from unrestricted sources, such as community room hire and social enterprises: our charity shop and coffee shop. These losses alone amounted to approximately £25,000 per month, before taking reduced income from community fundraising events, sponsored challenges etc. into account. As a result, we had to furlough some of our staff, under the Job Retention Scheme during the March-July period.

Whilst we have been able to replace some of this lost revenue with emergency funding and the partial resumption of some of our social enterprise activity over the summer months, we will continue to face a difficult financial situation particularly as we look to 2021/2022 financial year.

Romsey Mill recognises that we must remain financially robust in order to cope with the needs of beneficiaries and support our communities. Our currently level of unrestricted reserves and those we forecast at the year-end gives us assurance that we will have sufficient funds to remain stable and solvent over the coming year, even if, in the worst case scenario, we have to make some changes to roles and the configuration of our staff team.

GOVERNANCE, STRUCTURE AND MANAGEMENT

Governing Document:

Romsey Mill Trust is constituted as a charitable company, limited by guarantee, registered with the Charity Commission (charity number 1069905) and Companies House in England and Wales (company number 3556721) on 1st May 1998. Romsey Mill Trust is governed by its Memorandum and Articles of Association, first published in May 1998 and revised in April 2013.

Organisational structure:

The Directors / Trustees (hereafter referred to as *Trustees*) of Romsey Mill Trust (usually known as Romsey Mill), form the Board of Management. The Trustees have collective control of the charity and are responsible for ensuring Romsey Mill continues to fulfil it charitable objects. Romsey Mill's Trustees give their time freely and do not receive remuneration or other financial benefits.

To facilitate the effective running of the charity, the Trustees have established committees with delegated responsibility for specific areas of work. The committees acting during the 2019-2020 year were: Finance; Programme; Fundraising & Communications; Operations & Resources; and Business Development.

The day-to-day operations of Romsey Mill are delegated to the Chief Executive Officer (CEO) and a Leadership & Management Team (LMT). Appointments to these roles within the LMT are made by the Trustees. During the 2019-2020 year there were no changes to personnel within the Leadership & Management Team which comprised CEO, Programme Manager, Operations & Resources Manager, and Fundraising & Communications Manager.

Recruitment and appointment of Trustees:

Romsey Mill's Board of Trustees has a minimum of three and a maximum of twelve members. Existing Trustees, led by the Chair of Trustees, review on a consistent basis how the Board of Trustees can be strengthened through new appointments and seek individuals who are able to provide additional and complementary skills and experience to existing Board Members. To carry out all duties efficiently and effectively, the Board of Trustees requires breadth and depth of skills, relevant knowledge and experience, a reasonable balance of age and gender, and the ability to actively promote the vision, values and activities of Romsey Mill.

As set out in Romsey Mill's Articles of Association, new members of the Board of Trustees are appointed by existing Trustees. Existing Trustees, with support from Romsey Mill's CEO, pay careful attention to the Charity Commission and the National Council for Voluntary Organisations' guidance on recruiting, appointing and equipping Trustees. Prospective Trustees may be suggested by existing Trustees, staff, supporters, and users, or may come forward following wider advertising. Romsey Mill's Trustees will also look to identify potential new Trustees from among our programme participants (service users) where possible. This process allows due consideration of the person's eligibility, personal competence, specialist knowledge and skills.

Trustees serve for a period of no longer than five years from the date of their appointment. On the expiration of their term they are eligible for reappointment by majority decision of the remaining Trustees.

Induction and training of Trustees:

Following appointment, induction of new Trustees is the responsibility of the Chair of Trustees supported by the Chief Executive Officer. The induction process for new Trustees is intended to familiarise them with the work of Romsey Mill, the context in which the charity operates, and the responsibilities of board members. New Trustees work through a 'Trustee Induction Pack' with the Chair of Trustees and CEO and also receive other general publications from the Charity Commission and the NCVO. New Trustees will typically be asked to become active on one of the committees and to assist with particular activities and projects. Board members can attend relevant and appropriate external training events and conferences.

General Management:

Romsey Mill's Trustees normally convene a full board meeting every three months. These meetings can happen in person or using remote video meeting They approve the strategic and business plans, annual budgets and year-end accounts. Trustees receive management accounts (Profit and Loss Account, Balance Sheet, Cashflow forecast) and quarterly financial projections, enabling them to monitor income and expenditure against budgets and cash flow. Capital projects that are not included within existing adopted budgets need to be approved by the Trustees as do the creation of any new staff posts or operational expenses which constitute a significant financial commitment (more than £10k p.a.).

All the committees, with delegated responsibility for specific areas of work, are chaired by a Trustee. Romsey Mill employees in relevant roles participate in these meetings on a regular basis. Other people with relevant skills and experience, including our programme participants (service users), can also be invited to join committee for occasional meetings or more regularly. These committees are focussed on operational management matters, usually meet four times a year, and provide written or oral reports back to full Board meetings. The committees also review and update organisational policies linked to their areas of work, approving new policies that are then adopted by the Full Board of Trustees as required. The Operations & Resources Committee review staff salary scales on an annual basis, with new salary levels being considered by a Remuneration Group (made up of Operations & Resources and Finance Committee members) and approved by the Board of Trustees.

At the invitation of the Trustees, the CEO and other members of Romsey Mill's Leadership & Management Team normally attend all Full Board Meetings. There is a standing 'restricted business' item on the agenda so that Trustees can discuss matters without employees present when required. Other members of Romsey Mill's staff team attend Trustee meetings by invitation on an occasional basis. All Leadership and Management Team attend and actively support specific committees (referred to previously) relevant to their job roles.

Risk Management:
Romsey Mill's Leadership & Management team undertake an annual organisational risk assessment, on behalf of Trustees, identifying the major risks by area, considering the level and likelihood of exposure, and proposing the steps necessary to manage these. From this assessment the Board of Trustees update the Risk Register which the Leadership and Management Team then keep under review. This helps towards ensuring that we are paying due attention to the stability of our operations and to our duty of care for staff, volunteers, and programme participants. This process also helps to ensure that effective systems and procedures are maintained to manage the risks identified. Appropriate Disclosure and Barring Service (DBS) checks are made for all staff members and volunteers who work directly with children, young people, and vulnerable adults across our programmes. Financial systems and processes are approved by Trustees and scrutinised both by Trustees and our auditors. Romsey Mill's IT systems are secure, and data is regularly backed-up remotely. Suitable public liability, professional indemnity and buildings & content insurance cover are in place for Romsey Mill.

STATEMENT OF BOARD OF MANAGEMENT RESPONSIBILITIES

The Board of Management are required by company law to prepare financial statements each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that year. In preparing those financial statements the Board of Management are required to:

(a) Select suitable accounting policies and then apply them consistently;
(b) Make judgements and estimates that are reasonable and prudent;
(c) Prepare the financial statements on a going concern basis unless it is inappropriate to assume that the Charity will continue in operation;
(d) State whether the policies adopted are in accordance with the Companies Act 2006 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements;
(e) Observe the methods and principals of the Charities SORP.

The Board of Management are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006.

The Board of Management 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.

The Board of Management confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

BOARD OF MANAGEMENT REPORT
FOR THE YEAR ENDED 31ST MARCH 2020

STATEMENT OF DISCLOSURE OF INFORMATION TO AUDITORS

In the case of each of the persons who are on the Board of Management at the time when the Board of Management report is approved;

(a) So far as the Board of Management are aware, there is no relevant audit information (information needed by the Charity's auditors in connection with preparing their report) of which the Charity's auditors are unaware, and

(b) Each member of the Board of Management has taken all the steps they ought to have taken to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Amounts are presented within items in the statement of financial activities and balance sheet in accordance with generally accepted accounting principles or practice, the Board of Management Members having had regard to the substance of the reported transaction or arrangement.

The Auditors, Prentis & Co LLP, will be proposed for re-appointment in accordance with Section 485 of the Companies Act 2016

APPROVAL

On behalf of the Board of Trustees/Directors

A Single .... Date: 13th Jan 2021.

A Single (Chair)

INDEPENDENT AUDITORS REPORT TO THE BOARD OF MANAGEMENT OF ROMSEY MILL TRUST

FOR THE YEAR ENDED 31ST MARCH 2020

Opinion

We have audited the financial statements of Romsey Mill Trust for the year ended 31st March 2020, which comprise Statement of Financial Activities, Balance Sheet, Cash Flow Statements and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standards 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31st March 2020 and of its incoming resources and application of resources for the year then ended:
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis of Opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions Relating to Going Concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate or;
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other Information

The trustees are responsible for other information. The other information comprises the information included in the annual report other than the financial statements and our Auditor's report therein. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the annual report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the annual report has been prepared in accordance with applicable legal requirements.

INDEPENDENT AUDITORS REPORT TO THE BOARD OF MANAGEMENT OF ROMSEY MILL TRUST

FOR THE YEAR ENDED 31ST MARCH 2020

Matters on which we are required to report by exception
In the light of the knowledge and understanding of the Charity and it environment obtained in the course of the audit, we have not identified material misstatements in the Annual Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

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

Responsibilities of the Trustees
As explained more fully in the trustees' responsibilities statement set out on page 16 the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but it is not a guarantee that an audit conducted in accordance with ISAs (UK) will always deduct a material misstatement when it exists. Misstatements can arise from fraud or error and considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditor's report.

Use of our Report
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 members those matters, we are required to state to them in a 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's members as a body, for our audit work, for this report, or for the opinions we have formed.

D Shipley

....

Ian Shipley FCCA, Senior Statutory Auditor
for and on behalf of Prentis & Co LLP, Chartered Accountants and Statutory Auditors

115c Milton Road
Cambridge
CB4 1XE

25th January 2021

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2020

	Note	Unrestricted Funds	Restricted Funds Romsey Mill Centre Funds	Restricted Funds Other Restricted Funds	Total 2020	Unrestricted Funds	Restricted Funds Romsey Mill Centre Funds	Restricted Funds Other Restricted Funds	Total 2019
		£	£	£	£	£	£	£	£
Income									
Donations and legacies	2a	115,408	-	8,219	123,627	83,815	-	22,860	106,675
Other trading activities	2b	190,026	-	-	190,026	110,268	-	-	110,268
Investment income		1,405	-	-	1,405	1,139	-	-	1,139
Charitable activities:									
Youth Development and Alternative Education		61,982	-	586,087	648,069	47,065	-	475,537	522,602
Aspire		47,669	-	9,242	56,911	57,372	-	8,139	65,511
Young Parents Programme		88,886	-	22,368	111,254	106,992	-	25,340	132,332
Pre-Schools		93,306	-	-	93,306	101,963	-	-	101,963
Community activities		34,026	-	-	34,026	52,267	-	-	52,267
Family work		1,355	-	-	1,355	1,192	-	-	1,192
TOTAL INCOME		634,063	-	625,916	1,259,979	562,073	-	531,876	1,093,949
Expenditure									
Expenditure on raising funds:									
Cost of generating voluntary income		102,968	-	-	102,968	54,450	-	5,231	59,681
Cost of activities for generating funds		162,308	-	-	162,308	73,718	-	-	73,718
Charitable activities:	3								
Youth Development and Alternative Education		64,495	-	537,410	601,905	61,631	-	495,709	557,340
Aspire		104,121	-	12,211	116,332	74,694	-	23,153	97,847
Young Parents Programme		97,463	-	22,368	119,831	81,758	-	72,760	154,518
Pre-Schools		120,837	-	500	121,337	110,616	-	104	110,720
Community activities		13,964	-	-	13,964	21,449	-	-	21,449
Family work		24,035	-	-	24,035	-	-	17,004	17,004
TOTAL EXPENDITURE		690,191	-	572,489	1,262,680	478,316	-	613,961	1,092,277
Net income/(expenditure)	6	(56,128)	-	53,427	(2,701)	83,757	-	(82,085)	1,672
Reconciliation of funds									
Total funds brought forward		459,958	881,381	70,977	1,412,316	376,201	881,381	153,062	1,410,644
Total funds carried forward		403,830	881,381	124,404	1,409,615	459,958	881,381	70,977	1,412,316

CONSOLIDATED BALANCE SHEET
AS AT 31ST MARCH 2020

	Note	2020 £	2020 £	2019 £	2019 £
FIXED ASSETS					
Tangible fixed assets	8		912,078		921,282
CURRENT ASSETS					
Debtors and prepayments	9	159,151		202,531	
Deposit accounts		248,000		248,000	
Cash at bank and in hand		193,646		124,464	
		600,797		574,995	
LIABILITIES					
Creditors: falling due within one year	10	103,260		83,961	
NET CURRENT ASSETS			497,537		491,034
NET ASSETS			1,409,615		1,412,316
THE FUNDS OF THE CHARITY					
Unrestricted funds:					
General funds		385,830		440,870	
Designated funds	13	18,000		19,088	
			403,830		459,958
Restricted funds:					
Other restricted funds	11	124,404		70,977	
Romsey Mill Centre funds	12	881,381		881,381	
			1,005,785		952,358
TOTAL CHARITY FUNDS			1,409,615		1,412,316

Approved by the Board of Management on 13th January 2021

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A Single (Chair)

CHARITY BALANCE SHEET
AS AT 31ST MARCH 2020

	Note	2020 £	2020 £	2019 £	2019 £
FIXED ASSETS					
Tangible fixed assets	8		912,078		921,282
CURRENT ASSETS					
Debtors and prepayments	9	168,563		202,531	
Deposit accounts		248,000		248,000	
Cash at bank and in hand		193,646		124,464	
		610,209		574,995	
LIABILITIES					
Creditors: falling due within one year	10	103,260		83,961	
NET CURRENT ASSETS			506,949		491,034
NET ASSETS			1,419,027		1,412,316
THE FUNDS OF THE CHARITY					
Unrestricted funds:					
General funds		395,242		440,870	
Designated funds	13	18,000		19,088	
			413,242		459,958
Restricted funds:					
Other restricted funds	11	124,404		70,977	
Romsey Mill Centre funds	12	881,381		881,381	
			1,005,785		952,358
TOTAL CHARITY FUNDS			1,419,027		1,412,316

Approved by the Board of Management on 13th January 2021

....
A Single (Chair)

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31ST MARCH 2020

	Note	2020 £	2019 £
Net cash provided by/(used in) operating activities	16	71,524	(106,263)
Cash flows from investing activities:			
Interest received		1,405	1,139
Purchase of tangible fixed assets		(3,747)	(36,714)
Net cash used in investing activities		(2,342)	(35,575)
Change in cash and cash equivalents in the reporting period		69,182	(141,838)
Cash and cash equivalents at the beginning of the reporting period		372,464	514,302
Cash and cash equivalents at the end of the reporting period		441,646	372,464

1. ACCOUNTING POLICIES

a) Basis of preparation and assessment of going concern

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) issued October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Trust constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the Group's ability to continue as a going concern.

b) Group Financial Statements

These financial statements consolidate the results of the Charity and Cara Coffee Limited

c) Income Recognition

Income is recognised when the charity has entitlement to the funds, any conditions attached to the income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' or 'revenue' grants, is recognised when the charity has entitlement to the funds, any conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

d) Expenditure Recognition

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of obligation can be measured reliably.

Expenditure incurred on fundraising and publicity to generate unrestricted income to support direct charitable activities is included in costs of generating funds. That incurred to generate restricted income is included in support costs (see note 4 below).

e) Allocation of Support Costs

Support costs ae those functions that assist the work of the charity but do not directly undertake charitable activities. Supports costs include back office costs, finance, personnel, payroll and governance costs which support the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The basis on which support costs have been allocated are set out in note 4.

f) Depreciation

Depreciation is not provided on the freehold building as any provision (annual or cumulative) would not be material due to its expected remaining useful economic life and because its expected residual value is not materially less than its carrying value. The Trust has a policy of regular structural inspection, repair and maintenance and the building is therefore unlikely to deteriorate or suffer from obsolescence. Floor coverings within the building are depreciated over 10 years on a straight line basis.

Depreciation on all other assets is provided at the following rates in order to write off each asset over its estimated useful life down to its residual value:

- Fixtures and fittings - 20% straight line
- Motor vehicles - 20% straight line
- Computer equipment - 33.33% straight line

g) Stock

Stock is included at the lower of cost and net realisable value. Donated items of stock are recognised at fair value which is the amount that the charity would have been willing to pay for the items on the open market.

h) Pension Costs

Romsey Mill contributes, on certain conditions, into employees' own pension schemes. Contributions payable are charged to the statement of financial activities in the period to which they relate.

i) Fund Accounting

Unrestricted funds are available to spend on activities which further any of the purposes of the charity. Designated funds are unrestricted funds which the trustees have decided at their discretion to set aside to use for a specific purposes. Restricted funds are for use solely as specified by the donor for particular areas of the charity's work.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020

2. INCOME

	Unrestricted Funds	Restricted Funds	Total Funds 2020	Unrestricted Funds	Restricted Funds	Total Funds 2019
a) Donations and legacies	£	£	£	£	£	£
Donations from businesses	10,293	8,219	18,512	9,242	22,860	32,102
Donations from individuals	61,745	-	61,745	50,921	-	50,921
Tax reclaimed (gift aid)	7,287	-	7,287	8,967	-	8,967
Donations from Churches and Chapels	6,876	-	6,876	5,788	-	5,788
Donations from Community Groups	2,404	-	2,404	4,947	-	4,947
Grants from Trusts	23,270	-	23,270	3,950	-	3,950
Other income	3,533	-	3,533	-	-	-
	115,408	8,219	123,627	83,815	22,860	106,675
b) Other trading activities						
Room hire	29,059	-	29,059	21,137	-	21,137
Charity shop	62,924	-	62,924	64,130	-	64,130
Rents received	-	-	-	1,370	-	1,370
Events	41,028	-	41,028	23,631	-	23,631
Cara Coffee Shop	57,015	-	57,015	-	-	-
	190,026	-	190,026	110,268	-	110,268

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020

3. EXPENDITURE ON CHARITABLE ACTIVITIES

Activity	Activities undertaken directly £	Support costs (note 4) £	Total 2020 £	Activities undertaken directly £	Support costs (note 4) £	Total 2019 £
Youth Development and Alternative Education	472,885	129,020	601,905	423,670	133,670	557,340
Aspire	89,637	26,695	116,332	78,475	19,372	97,847
Young Parents Programme	79,866	39,965	119,831	103,294	51,224	154,518
Pre-Schools	93,279	28,058	121,337	86,093	24,627	110,720
Community activities	6,982	6,982	13,964	11,134	10,315	21,449
Family work	16,205	7,830	24,035	12,401	4,603	17,004
	758,854	238,550	997,404	715,067	243,811	958,878

4. SUPPORT COSTS

	Administration £	Management £	Raising Restricted Fund £	Education & Awareness £	Total 2020 £	Administration £	Management £	Raising Restricted Funds £	Education & Awareness £	Total 2019 £
Youth Development and Alternative Education	65,708	18,678	44,386	5,248	134,020	74,604	19,559	34,534	4,973	133,670
Aspire	8,114	3,674	8,923	984	21,695	8,203	2,887	7,400	882	19,372
Young Parents Programme	11,353	13,473	14,174	965	39,965	17,796	19,773	11,748	1,907	51,224
Pre-Schools	21,500	3,674	957	1,927	28,058	16,489	5,627	800	1,711	24,627
Community activities	4,685	2,297	-	-	6,982	8,122	2,123	-	70	10,315
Family work	3,885	1,225	2,431	289	7,830	1,328	670	2,270	335	4,603
	115,245	43,021	70,871	9,413	238,550	126,542	50,639	56,752	9,878	243,811

The Trust allocates its support costs as shown in the note above.

Administration is inclusive of general administration, office premises, finance and IT costs.

5. STAFF COSTS

	2020	2019
	£	£
Wages and salaries	842,067	737,267
Social security costs	61,167	56,930
Pension costs	35,907	26,635
	939,141	820,832

There are 17 (2019: 19) full time and 38 (2019: 35) part time members of staff who are all involved in direct charitable activities. This equates to 34.67 full time equivalent staff at 31st March 2020. No employee received £60,000 or more in the year. The charity's trustees received no remuneration during the year.

The charity considers its key management to be its leadership and management team comprising the CEO and 4 senior managers. The aggregate remuneration of this team is £196,230.

6. NET EXPENDITURE FOR THE YEAR

	Total 2020	Total 2019
This is stated after charging:	£	£
Auditors' remuneration	3,960	3,949

7. TAXATION

As a registered charity, Romsey Mill Trust is generally exempt from Income Tax and Capital Gains Tax, but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

8. TANGIBLE FIXED ASSETS (GROUP AND CHARITY)

	Land & Buildings	Fixtures & Fittings	Total
	£	£	£
Cost			
As at 1st April 2019	935,879	190,529	1,126,408
Additions	-	3,747	3,747
As at 31st March 2020	935,879	194,276	1,130,155
Depreciation			
As at 1st April 2019	54,498	150,628	205,126
Charge for the period	-	12,951	12,951
As at 31st March 2020	54,498	163,579	218,077
Net Book Value			
As at 31st March 2020	881,381	30,697	912,078
As at 31st March 2019	881,381	39,901	921,282

9. DEBTORS

	Group 2020	Charity 2020	Group 2019	Charity 2019
	£	£	£	£
Debtors	44,257	44,257	39,720	39,720
Prepayments and accrued income	114,893	114,893	162,811	162,811
Inter group balance	-	9,413	-	-
	159,151	168,563	202,531	202,531

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020

10. CREDITORS: FALLING DUE WITHIN ONE YEAR

	Group 2020 £	Charity 2020 £	Group 2019 £	Charity 2019 £
Trade creditors	5,251	5,251	11,606	11,606
Other taxes and social security costs	15,414	15,414	17,315	17,315
Other creditors, accruals and deferred income	82,595	82,595	55,040	55,040
	103,260	103,260	83,961	83,961

11a. OTHER RESTRICTED FUNDS - CURRENT YEAR

	At 1st April 2019 £	Income £	Expenditure £	Transfer £	At 31st March 2020 £
Youth Development and Alternative Education					
St Barnabas	-	2,609	2,609	-	-
Wates Family Educational Trust	-	6,785	1,696	-	5,089
Rotary Club	-	3,000	-	-	3,000
Children in Need	-	34,052	34,052	-	-
CCC Reaching Further Award	-	3,750	-	-	3,750
Rathbones	-	5,000	1,250	-	3,750
Co-Op Sports Hall	400	-	400	-	-
Church Schools of Cambridge	-	13,703	11,050	-	2,653
GEM	-	3,000	-	-	3,000
Kingsgate Church	-	596	596	-	-
YEF	-	20,825	3,825	-	17,000
Sawston Young People's Fund	400	-	400	-	-
Small/individual restricted donations	1,066	-	1,066	-	-
Shelford and Stapleford Youth Initiative	-	16,692	16,692	-	-
Howard Foundation	-	1,000	-	-	1,000
Cambourne Youth Partnership	-	24,000	24,000	-	-
Youth Music 2018 - 2020	-	72,014	34,626	-	37,388
Youth Investment Fund	25,240	259,552	264,999	-	19,793
#iwill CCF Youth Social Action	1,500	-	1,500	-	-
Trumpington Parochial	-	300	300	-	-
Beacon Trust	-	23,942	23,942	-	-
John Huntingdons' Charity	4,125	5,340	9,465	-	-
Sawston Parish Council	-	3,000	3,000	-	-
CCC Area Committee North	-	4,000	4,000	-	-
CCC Community Development	-	3,500	3,500	-	-
CCC Area Committee East	-	4,858	4,858	-	-
CCC Area Committee South	-	2,750	2,750	-	-
Innovate and Cultivate Fund	-	28,033	28,033	-	-
Rock Baptist	-	1,000	1,000	-	-
ARM	-	20,730	20,730	-	-
CSK Peterborough	-	17,056	17,056	-	-
Monica Rabagliati Charitable Trust	3,000	-	3,000	-	-
Souoter Charitable Trust	2,250	5,000	3,500	-	3,750
Eden Baptist Society	1,875	-	1,875	-	-
	39,856	586,087	525,770	-	100,173
Core Costs					
Broadcom Europe Ltd	1,640	-	1,640	-	-
Core cost donations	10,000	-	10,000	-	-
Co-op minibus	14,912	154	-	-	15,066
Co-op kitchen refurbishment	-	8,065	-	-	8,065
	26,552	8,219	11,640	-	23,131

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020

11a. OTHER RESTRICTED FUNDS - CURRENT YEAR ....CONTINUED

	At 1st April 2019	Income	Expenditure	Transfer	At 31st March 2020
Young Parents Programme					
Ebyon Trust	-	4,000	4,000	-	-
Care to Learn	-	11,868	11,868	-	-
Cambridge City Council Community Development	-	6,500	6,500	-	-
	-	22,368	22,368	-	-
Aspire					
Frank Litchfield	-	500	-	-	500
Innovate	-	4,952	4,952	-	-
Mathworks	-	2,500	2,500	-	-
The Pye Foundation	1,500	1,290	2,190	-	600
Tampon Tax Community Grant Programme	2,569	-	2,569	-	-
	4,069	9,242	12,211	-	1,100
Family work:					
Christmas Appeal	-	-	-	-	-
Pre-Schools					
Small/individual restricted donations	500	-	500	-	-
	70,977	625,916	572,489	-	124,404

11b. OTHER RESTRICTED FUNDS - PRIOR YEAR

	At 1st April 2018	Income	Expenditure	Transfer	At 31st March 2019
Youth Development and Alternative Education	£	£	£	£	£
A14 Community Application	3,282	-	3,282	-	-
Batterson Chivers	2,000	-	2,000	-	-
CCF Microsoft Research Fund	950	-	950	-	-
Children in Need	8,766	22,040	30,806	-	-
Christmas Appeal	57,728	-	-	(57,728)	-
Co-Op Minibus	2,052	-	-	(2,052)	-
Co-Op Sports Hall	8,146	-	7,746	-	400
Church Schools of Cambridge	-	10,000	10,000	-	-
Earl of Fitzwilliam	432	-	432	-	-
Kingsgate Church	188	1,163	1,351	-	-
Police Crime Commissioners	1,300	-	1,300	-	-
Sawston Young People's Fund	582	-	182	-	400
Small/individual restricted donations	1,065	600	599	-	1,066
Shelford and Stapleford Youth Initiative	-	15,936	15,936	-	-
Summer Appeal	250	-	250	-	-
Strategy Fund	8,000	-	8,000	-	-
Cambourne Youth Partnership	-	23,777	23,777		-
Youth Music 1	37	-	37	-	-
Youth Music 2	17,861	12,000	29,861	-	-
Youth Music 2018 - 2020	-	12,463	12,463	-	-
Youth Investment Fund	7,169	281,557	263,486	-	25,240
#iwill CCF Youth Social Action	-	3,000	1,500	-	1,500
The Dosoco Foundation	-	350	350	-	-
Beacon Trust	-	3,852	3,852	-	-
John Huntingdons' Charity	-	4,500	375	-	4,125
Sawston Parish Council	-	3,000	3,000	-	-
CCC Area Committee North	-	4,000	4,000	-	-
	119,808	398,238	419,303	(59,780)	32,731

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020

11b. OTHER RESTRICTED FUNDS - PRIOR YEAR ....CONTINUED

	At 1st April 2018	Income	Expenditure	Transfer	At 31st March 2019
	£	£	£	£	£
b/fwd from page 29	11,908	398,238	419,303	(59,780)	32,731
CCC Community Development	-	3,000	3,000	-	-
CCC Area Committee East	-	4,880	4,880	-	-
CCC Area Committee South	-	4,718	4,718	-	-
Innovate and Cultivate Fund	-	14,017	14,017	-	-
Hampton Parish Council	-	4,398	4,398	-	-
ARM	-	20,730	20,730	-	-
CSK Peterborough	-	17,056	17,056	-	-
Monica Rabagliati Charitable Trust	-	3,000	-	-	3,000
Souoter Charitable Trust	-	3,000	750	-	2,250
Eden Baptist Society	-	2,500	625	-	1,875
	119,808	475,537	495,709	(59,780)	39,856
<u>Core Costs</u>					
Broadcom Europe Ltd	3,825	-	2,185	-	1,640
Small/individual restricted donations	3,046	-	3,046	-	-
Core cost donations	-	10,000	-	-	10,000
Co-op minibus	-	12,860	-	2,052	14,912
	6,871	22,860	5,231	2,052	26,552
<u>Young Parents Programme</u>					
Evelyn Trust	-	9,834	9,834	-	-
Care to Learn	-	4,628	4,628	-	-
Small/individual restricted donations	696	-	696	-	-
Christmas Appeal	-	4,878	45,602	40,724	-
Cambridge City Council Community Development	-	6,000	6,000	-	-
<u>Young Parents Programme: Fathers</u>					
Betty Lawes	6,000	-	6,000	-	-
	6,696	25,340	72,760	40,724	-
<u>Aspire</u>					
Autistic Support	3,783	-	3,783	-	-
Betty Lawes	10,000	-	10,000	-	-
Eastern Counties Education Trust	4,300	-	4,300	-	-
The Pye Foundation	1,000	3,000	2,500	-	1,500
Tampon Tax Community Grant Programme	-	5,139	2,570		2,569
	19,083	8,139	23,153	-	4,069
<u>Family work:</u>					
Christmas Appeal	-	-	17,004	17,004	-
<u>Pre-Schools</u>					
Small/individual restricted donations	604	-	104	-	500
	153,062	531,876	613,961	-	70,977

The restricted funds being carried forward at the end of the year generally represent grants received in advance for work to be carried out in the following year.

For information regarding the various activities outlined above, see page 1 of the accounts under 'Projects, Programmes and Services'.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020

12a. ROMSEY MILL CENTRE FUND - CURRENT YEAR

	At 1st April 2019	Income	Expenditure	Transfers	At 31st March 2020
	£	£	£	£	£
Romsey Mill Centre	881,381	-	-	-	881,381

12b. ROMSEY MILL CENTRE FUND - PRIOR YEAR

	At 1st April 2018	Income	Expenditure	Transfers	At 31st March 2019
	£	£	£	£	£
Romsey Mill Centre	881,381	-	-	-	881,381

The purpose of the Fund is to represent the net book value of the building in Note 8.

13a. DESIGNATED FUNDS - CURRENT YEAR

	At 1st April 2019	Income	Expenditure	Transfers	At 31st March 2020
	£	£	£	£	£
Vehicle Repairs Reserve	1,000	-	-	-	1,000
Building Maintenance Reserve	2,000	-	-	-	2,000
Mills & Reeve Progressions Hardship Fund	1,088	-	1,088	-	-
Staff Contingency Fund	15,000	-	-	-	15,000
	19,088	-	-	-	18,000

13b. DESIGNATED FUNDS - PRIOR YEAR

	At 1st April 2018	Income	Expenditure	Transfers	At 31st March 2019
	£	£	£	£	£
Vehicle Repairs Reserve	1,000	-	-	-	1,000
Building Maintenance Reserve	2,000	-	-	-	2,000
Mills & Reeve Progressions Hardship Fund	1,088	-	-	-	1,088
Staff Contingency Fund	5,000	10,000	-	-	15,000
Children's Centre Fees and Voucher Income	11,421	-	11,421	-	-
The Elizabeth Bennett Fund	3,279	3,315	6,594	-	-
	23,788	13,315	18,015	-	19,088

Building Maintenance Reserve
This reserve is to ensure Romsey Mill Trust has funds to meet the costs of unanticipated repairs to the building.

Mills & Reeve Progressions Hardship Fund
This fund, initially donated by Mills & Reeve, was created in order to support progression where all other funding options have been exhausted.

Staff Contingency Fund
This fund has been created in order to cover unplanned staff eventualities such as maternity/paternity leave, sickness, resignation etc.

The Elizabeth Bennett Fund
These funds have been designated for specific activities related to Spiritual Development in the next financial year.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020

14a. ANALYSIS OF NET ASSETS BETWEEN FUNDS CURRENT YEAR

	Unrestricted funds		Restricted funds		
	General funds	Designated funds	Romsey Mill Centre	Other Restricted funds	Total
	£	£	£	£	£
Fixed assets	4,592	-	881,381	26,105	912,078
Net current assets	381,238	18,000	-	98,299	497,537
	385,830	18,000	881,381	124,404	1,409,615

14b. ANALYSIS OF NET ASSETS BETWEEN FUNDS PRIOR YEAR

	Unrestricted funds		Restricted funds		
	General funds	Designated funds	Romsey Mill Centre	Other Restricted funds	Total
	£	£	£	£	£
Fixed assets	10,895	-	881,381	29,006	921,282
Net current assets	429,975	19,088	-	41,971	491,034
	440,870	19,088	881,381	70,977	1,412,316

15. RELATED PARTY TRANSACTIONS

Throughout the year the charity was controlled jointly by the Board of Management.

No member of the board or any person connected to them received any fees or expenses from the charity during the year (2019: £nil).

A trustee (N Taylor) is also a trustee of Cambourne Youth Partnership, a charity which during the year was engaged in a contract with Romsey Mill Trust for the provision of a part time Youth Development Worker. This contract is operated on an arms length basis. A trustee, S Taylor, who was also a trustee of The Church Schools of Cambridge a charity which made a grant of £13,703 to Romsey Mill Trust during the year.

The charity formed a subsidiary company, Cara Coffee Limited, on 23rd March 2019. Two trustees, J Hildersley and K Pearson are directors, together with the charity's CEO, N Perry.

16. RECONCILIATION OF EXPENDITURE TO NET CASH FLOWS FROM OPERATING ACTIVITIES

	2020	2019
	£	£
Net movement in funds	(2,701)	1,672
Adjustments for:		
Less investment income	(1,405)	(1,139)
Add depreciation	12,951	8,016
(Increase)/Decrease in stock	-	446
Increase/(decrease) in creditors	19,299	(18,516)
Decrease/(Increase) in debtors	43,380	(96,742)
Net cash provided by/(used in) operating activities	71,524	(106,263)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020

17. INVESTMENTS - CHARITY SUBSIDIARIES

Cara Coffee Limited
Country of Incorporation: England and Wales
Nature of Business: Trading

Class of shares:	**% Holding**	**Year ended 31st March 2020**	**Year ended 31st March 2019**
Ordinary	100		
		£	**£**
Aggregate capital and reserves		1	1
Loss for the year		(9,414)	-
		(9,413)	1

The Trust was gifted 100% of the issued share capital of Cara Coffee Limited (company number 11901327), a company incorporated in England and Wales on 23rd March 2019. The Trustees deem the market value of these shares to be £Nil. The subsidiary undertaking is included within the consolidated accounts.