

Report of the Directors and
Unaudited Financial Statements for the Year Ended 31 March 2022
for
Crafthole Community Shop CIC

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for the Year Ended 31 March 2022

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Crafthole Community Shop CIC

Company Information
for the Year Ended 31 March 2022

DIRECTORS:

Mrs R Dunn
Ms B B Earnshaw
Ms L M Vickery
Ms E R Adams
Ms D Taylor

SECRETARY:

Ms C Fletcher

REGISTERED OFFICE:

Crafthole
Torpoint
Cornwall
PL11 3BQ

REGISTERED NUMBER:

07833286 (England and Wales)

ACCOUNTANTS:

CL Finance Associates LLP
3 Dodford Lane
Christian Malford
Wiltshire
SN15 4DE

Crafthole Community Shop CIC

Chair's Report

for the Year Ended 31 March 2022

Introduction

Welcome to our first post Covid AGM. This report covers the period March 2021 to March 2022; however, due to circumstances which will affect the future of the Shop and the re-scheduling of the AGM to later in the year, we have felt it important to share current information with you. More on this later.

Governance

In April 2021 Ian Court resigned due to other commitments; we are so appreciative of Ian's input in all things financial and his continued commitment to remain on the Cashing Up rota.

In December 2021 Bryan Pullinger stood down from his tenure as Chair, a position he had held for some time and well deserved the rest from the arduous duties that come with this role.

Sally Loynes resigned in June 2021; Sally has had a long association with the Shop and has worked tirelessly over the years, in particular her energy and professionalism with the stock take have been greatly missed.

In recent weeks the Board has had to say goodbye to Diane Taylor who has resigned on health grounds; we thank her for all her hard work and considerable support.

On behalf of the Board of Directors we would like to extend our thanks to all for their invaluable contribution.

We would also at this point extend an invitation to anyone to let us know if they would be interested in joining the Board of Directors; it is always good to get fresh ideas and energy to help the Shop move forward and we have found that over the years everyone has brought their own personal contribution to the Board, be it practical, professional or simply a 'can do' attitude, so please don't be shy!

Financial

In spite of the challenges that the aftermath of COVID has thrown our way we are pleased to report that following an initial downturn in sales, the summer months have bolstered our profits. We have been encouraged by the return of regular visitors and holiday trade which inevitably fell away last year with the continued use of online shopping and general caution of 'returning to the high street'. However, the economic climate has been, and continues to be, a cause for concern and whilst we feel we are beginning to get back on our feet following COVID we are well aware of the challenges to keep the Shop on a stable footing. Although we are a 'not for profit' organisation, we do need to cover the growing cost of overheads and rely totally on customer support and we continually seek grant funding to cover essential equipment.

Our Finance Director, Rosalie, will be giving a full overview.

Volunteers

We are forever grateful to our band of volunteers who give freely of their time to ensure we can maintain our opening hours. We regularly revisit the issue of opening the Shop in the afternoon, however this remains unviable until we can recruit more volunteers to cover the two hour time slot. We have also discussed moving the afternoon hours, historically 2pm-4pm, to later in the day, for example 4pm - 6pm to accommodate people returning from work, and which may prove less disruptive for volunteers to cover.

We are always on the look out for more people to join our team and are pleased to report two recent additions. It really is a great way to meet the locals and get involved in the village. Training and support is ongoing and like everything in life once you know how, it's easy!

As well as the visible volunteers serving behind the counter I would just like to mention our 'background volunteers': Steve Medway who continues to collect Cash and Carry supplies and without whom we would be paying considerably more for delivery, Fiona Harvey for keeping a sharp eye on dated products, Fiona Babbage who regularly shops to keep our shelves replenished, an enormously time consuming task, and to our very own Board member Lynn Vickery who does likewise.

We are always looking to engage young people in the Shop and have offered opportunities for work experience to Duke of Edinburgh students. We also continue to offer the important job of cleaning the Shop to young people, who have proved over the years to take this position very seriously and are a credit to the village.

The Shop

It's a constant challenge to try to second guess what our customers will buy, looking for new products and suppliers as well as managing a staff rota and keeping the shop looking good and we could not do this without the loyalty and enthusiasm of our volunteers and staff.

Crafthole Community Shop CIC

Chair's Report

for the Year Ended 31 March 2022

- This past year we have brought in advance ordering of pasties, to ensure customers are not disappointed and to minimise wastage.
- The hot drinks machine, which was rarely used, has been removed thereby reducing electricity consumption and freeing up much needed space in the Shop.
- We have sourced a new supplier of logs and kindling, compliant with the 'Ready to Burn' legislation brought in in May 2021. The prices are competitive and feedback from customers has been good. I would like at this point to thank Sally Motley who has supplied us with excellent logs over the years, but is unable to continue with this service.

We continue to donate to charity, for example the Food Bank and local events, and donate produce that has reached its Best Before date.

To the future

We have always known that at some point in the future, the premises in which we house our Community Shop will be returned to private ownership and we shall be faced with either relocation or closure. This time has come. Ellen is planning to retire next year and is understandably looking forward to 'shutting up shop' and returning her premises to a home. I know this has been a huge decision for Ellen, and we shall miss her tireless work in managing the Shop for sure, not to mention the Post Office facility.

We have been exploring possible options and have also brought it to the attention of the Village Hall Committee for their consideration.

Several suggestions have been discussed and investigations are ongoing. However the reality comes down to finance. The bigger ideas such as a portable cabin by the Village Hall are financially prohibitive, involving also the inclusion of services. We are also looking at buildings with services in place which may be able to accommodate a Shop. In any event we will need to access considerable funding.

We recognise the value of the Shop to the community and we wish above all to maintain that local connection whilst securing the business aspect to ensure the Shop is there for future generations. We are just at the start of this critical juncture in the future of the Shop and we will endeavour to keep everyone informed of any developments. We would of course welcome any constructive ideas, and if there is any grant funding we have yet to discover please let us know!

Finally, a big thank you to all our customers and volunteers for continuing to support the Shop to ensure its continued success. And please do remember it's your Shop so please let us have your comments and thoughts - it's important that we continue to provide what you need and any practical ideas on improvement are always welcome.

Berenice Earnshaw & Lynn Vickery
Joint Chairs
14 December 2022

Crafthole Community Shop CIC

Operating and Financial Review for the Year Ended 31 March 2022

We were still feeling the effects of the pandemic of Covid 19 and due to the lack of volunteers we were only able to open for business from 9am until 1pm. However, the loyal customers continued to give us their support and we were a lifeline for some of our elderly residents.

Maintenance of the existing freezers continues with our established suppliers.

The renewal for the Liability Package Insurance and Property Damage Insurance are all in place and were renewed in April 2022.

The alarm system continues to be closely monitored on an annual basis. We also arranged for the whole of the electrical appliances to be PAT tested and this continues to be done on a yearly basis.

Stock management continues to be closely monitored and where wastage does occur it is written down and included in the monthly costs.

We are still using Bookers as our wholesalers and we continue to put the order through on a Tuesday and a very kind volunteer picks the order up direct from Bookers. We are continuing to order on a fortnightly basis.

The shop continues to be well maintained and cared for and very welcoming to local customers and visitors alike. We often get lovely comments from our visitors and, of course, we stock a variety of Cornish products which the visitors love to purchase and take home as presents.

As always, our Community Shop would not be where it is now without the hard work, loyalty and enthusiasm which our Directors and volunteers generate and thus making our community shop a place to be proud of. Thank you one and all.

Rosalie Dunn
14 December 2022

The directors present their report with the financial statements of the company for the year ended 31 March 2022.

DIRECTORS

The directors shown below have held office during the whole of the period from 1 April 2021 to the date of this report.

Mrs R Dunn
Ms B B Earnshaw
Ms L M Vickery
Ms E R Adams
Ms D Taylor

Other changes in directors holding office are as follows:

B Pullinger - resigned 9 December 2021
Mrs S A Loynes - resigned 30 June 2021
I Court - resigned 14 April 2021

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

ON BEHALF OF THE BOARD:

Ms C Fletcher - Secretary

14 December 2022

Crafthole Community Shop CIC

Report of the Accountants to the Directors of
Crafthole Community Shop CIC

In order to assist you to fulfil your duties under the Companies Act 2006 we have prepared for your approval the accounts of Crafthole Community Shop CIC for the year ended 31 March 2021 which comprise Income statement, Balance Sheet and accompanying notes from the company's accounting records and from information and explanations you have given us.

As a practising member of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirement which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance/>.

This report is made solely to the Board of Directors of Crafthole Community Shop CIC, as a body, in accordance with the terms of our engagement letter dated 24 April 2012. Our work has been undertaken in accordance with Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Crafthole Community Shop CIC and its Board of Directors as a body for our work or for its report.

It is your duty to ensure that Crafthole Community Shop CIC has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit/loss of Crafthole Community Shop CIC and you consider that Crafthole Community Shop CIC is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Crafthole Community Shop CIC. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

CL Finance Associates LLP
3 Dodford Lane
Christian Malford
Wiltshire
SN15 4DE

14 December 2022

Crafthole Community Shop CIC

Income Statement

for the Year Ended 31 March 2022

	Notes	31/3/22 £	31/3/21 £
REVENUE		61,975	65,391
Cost of sales		<u>50,572</u>	<u>56,506</u>
GROSS SURPLUS		11,403	8,885
Administrative expenses		<u>14,992</u>	<u>14,487</u>
		(3,589)	(5,602)
Other operating income		<u>-</u>	<u>10,500</u>
OPERATING (DEFICIT)/SURPLUS	4	(3,589)	4,898
Interest receivable and similar income		<u>-</u>	<u>1</u>
(DEFICIT)/SURPLUS BEFORE TAXATION		(3,589)	4,899
Tax on (deficit)/surplus		<u>-</u>	<u>-</u>
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR		<u>(3,589)</u>	<u>4,899</u>

The notes form part of these financial statements

Balance Sheet
31 March 2022

	Notes	31/3/22 £	31/3/21 £
FIXED ASSETS			
Property, plant and equipment	5	520	1,007
CURRENT ASSETS			
Inventories		3,912	3,690
Debtors	6	561	561
Cash at bank and in hand		5,135	8,262
		<u>9,608</u>	<u>12,513</u>
CREDITORS			
Amounts falling due within one year	7	<u>2,623</u>	<u>2,426</u>
NET CURRENT ASSETS		<u>6,985</u>	<u>10,087</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u><u>7,505</u></u>	<u><u>11,094</u></u>
RESERVES			
Other reserves		14,276	14,276
Income and expenditure account		(6,771)	(3,182)
		<u><u>7,505</u></u>	<u><u>11,094</u></u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Board of Directors and authorised for issue on 14 December 2022 and were signed on its behalf by:

Mrs R Dunn - Director

B Pullinger - Director

The notes form part of these financial statements

1. **STATUTORY INFORMATION**

Crafthole Community Shop CIC is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

2. **ACCOUNTING POLICIES**

Basis of preparing the financial statements

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" including the provisions of Section 1A "Small Entities" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Turnover

Revenue is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery etc - 50% on cost and in accordance with the property

Stocks

Inventories are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to surplus or deficit on a straight line basis over the period of the lease.

3. **EMPLOYEES AND DIRECTORS**

The average number of employees during the year was NIL (2021 - 4).

4. **OPERATING (DEFICIT)/SURPLUS**

The operating deficit (2021 - operating surplus) is stated after charging:

	31/3/22 £	31/3/21 £
Depreciation - owned assets	487	485
	<u>487</u>	<u>485</u>

5. **PROPERTY, PLANT AND EQUIPMENT**

	Improvements to property £	Plant and machinery £	Fixtures and fittings £	Totals £
COST				
At 1 April 2021				
and 31 March 2022	3,157	784	4,261	8,202
	<u>3,157</u>	<u>784</u>	<u>4,261</u>	<u>8,202</u>
DEPRECIATION				
At 1 April 2021	3,157	784	3,254	7,195
Charge for year	-	-	487	487
	<u>-</u>	<u>-</u>	<u>487</u>	<u>487</u>
At 31 March 2022	3,157	784	3,741	7,682
	<u>3,157</u>	<u>784</u>	<u>3,741</u>	<u>7,682</u>
NET BOOK VALUE				
At 31 March 2022	-	-	520	520
	<u>-</u>	<u>-</u>	<u>520</u>	<u>520</u>
At 31 March 2021	-	-	1,007	1,007
	<u>-</u>	<u>-</u>	<u>1,007</u>	<u>1,007</u>

6. **DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31/3/22 £	31/3/21 £
Other debtors	561	561
	<u>561</u>	<u>561</u>

7. **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31/3/22 £	31/3/21 £
Trade creditors	1,813	2,052
Taxation and social security	83	(96)
Other creditors	727	470
	<u>2,623</u>	<u>2,426</u>

8. **LIMITED BY GUARANTEE**

The Company is limited by guarantee without a share capital and registered in England. Its registered number is 07833286.

Crafthole Community Shop CIC

Detailed Income and Expenditure Account
for the Year Ended 31 March 2022

	31/3/22		31/3/21	
	£	£	£	£
Sales		61,975		65,391
Cost of sales				
Purchases		50,572		56,506
GROSS SURPLUS		11,403		8,885
Other income				
Government grants	-		10,500	
Deposit account interest	-		1	
		-		10,501
		11,403		19,386
Expenditure				
Rent	5,400		5,400	
Insurance	579		579	
Light and heat	1,528		1,415	
Directors' fees	2,280		1,300	
Wages	1,351		2,678	
Telephone	-		68	
Post and stationery	224		195	
Advertising	60		45	
Travelling	319		300	
Repairs and renewals	1,164		848	
Accountancy	496		468	
Subscriptions	346		317	
Legal fees	-		28	
Donations	30		-	
Depreciation of tangible fixed assets				
Fixtures and fittings	487		485	
Donations	-		20	
		14,264		14,146
		(2,861)		5,240
Finance costs				
Bank charges		728		341
NET (DEFICIT)/SURPLUS		(3,589)		4,899

This page does not form part of the statutory financial statements