

**COMMUNITY ENERGY ASSOCIATION (ENGLAND) LIMITED  
DIRECTORS' REPORT AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**Community Energy Association (England) Limited  
Directors' Report and Unaudited Financial Statements  
For The Year Ended 31 December 2019**

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**Community Energy Association (England) Limited**  
**Company Information**  
**For The Year Ended 31 December 2019**

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**Directors**

Mr Peter Capener  
Mr David Billsborough  
Ms Helen Seagrave  
Mr Mark Kenber  
Mr Mark Luntley  
Dr Deborah Trebilco  
Ms Afsheen Rashid  
Mr Oliver Pendered  
Ms Rachel Hayes  
Ms Emma Bridge

**Secretary**

Ms Emma Bridge

**Company Number**

09042561

**Registered Office**

Workstation  
15 Paternoster Row  
Sheffield  
S1 2BX

**Accountants**

Third Sector Accountancy Limited  
Chartered Accountants and Registered Auditors  
Holyoake House  
Hanover Street  
Manchester  
M60 0AS

The directors present their report and the financial statements for the year ended 31 December 2019.

### **Statement of Directors' Responsibilities**

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing the financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Principal Activity**

Community Energy Association (England) Ltd is a not for profit organisation that represents and supports those committed to the community energy sector. CEE was established by the sector to provide a voice for community energy and to help create the conditions within which it can flourish. This is done by increasing the profile of community energy, building capacity within the sector, and by advocating for supportive policies at national and local levels.

The income and property of the association are applied solely to promote, accelerate the development of and create new opportunities for community energy in England and the United Kingdom.

The Board is comprised of a diverse range of skills and experience to ensure that they are representative of the membership. The Board meet four times a year and is supported by three sub-groups that assess the organisation's impact, governance and finances.

The operations of the association are directed by the chief executive and a team of 5 people. The team's activities contribute to three strategic priorities: advocate & influence; connect & collaborate; gather data & inform, and are underpinned by three operational pillars: membership; good governance; and sustainable finance.

### **Directors**

The directors who held office during the year were as follows:

**Community Energy Association (England) Limited**  
**Directors' Report (continued)**  
**For The Year Ended 31 December 2019**

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Mr Peter Capener	
Mr David Billsborough	
Ms Helen Seagrave	APPOINTED 22/06/2019
Mr Mark Kenber	
Mr Mark Luntley	APPOINTED 22/06/2019
Dr Deborah Trebilco	
Ms Afsheen Rashid	
Mr Oliver Pendered	
Ms Rachel Hayes	
Ms Katherine Smyth	RESIGNED 22/06/2019
Ms Emma Bridge	

**Small Company Rules**

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

On behalf of the board

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**Ms Emma Bridge**

Director

Date

**Community Energy Association (England) Limited**  
**Accountant's Report**  
**For The Year Ended 31 December 2019**

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In accordance with the engagement letter dated 11 December 2019, and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company from the accounting records and information and explanations you have given to us.

This report is made to the directors in accordance with the terms of our engagement. Our work has been undertaken to prepare for approval by the directors the financial statements that we have been engaged to compile, to report to the directors that we have done so, and to state those matters that we have agreed to state to them in this 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 Company and the Company's directors for our work or for this report.

You have acknowledged on the balance sheet as at year ended 31 December 2019 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. 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 financial statements.

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Date

Third Sector Accountancy Limited  
Chartered Accountants and Registered Auditors

Holyoake House  
Hanover Street  
Manchester  
M60 0AS

**Community Energy Association (England) Limited**  
**Income and Expenditure Account**  
**For The Year Ended 31 December 2019**

	Notes	2019 £	2018 £
<b>TURNOVER</b>		111,254	109,445
Cost of sales		(31,945)	(26,747)
<b>GROSS SURPLUS</b>		79,309	82,698
Administrative expenses		(217,670)	(173,111)
Other operating income		187,157	108,707
<b>OPERATING SURPLUS</b>		48,796	18,294
Other interest receivable and similar income		16	15
Interest payable and similar charges		(222)	(192)
<b>SURPLUS BEFORE TAXATION</b>		48,590	18,117
Tax on Surplus		(2,927)	(3,442)
<b>SURPLUS AFTER TAXATION BEING SURPLUS FOR THE FINANCIAL YEAR</b>		45,663	14,675

The notes on pages 8 to 10 form part of these financial statements.

**Community Energy Association (England) Limited**  
**Balance Sheet**  
**As at 31 December 2019**

		<b>2019</b>	<b>2018</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>			
Tangible Assets	<b>3</b>	2,847	994
		<u>2,847</u>	<u>994</u>
<b>CURRENT ASSETS</b>			
Debtors	<b>4</b>	28,499	34,844
Cash at bank and in hand		104,916	80,863
		<u>133,415</u>	<u>115,707</u>
<b>Creditors: Amounts Falling Due Within One Year</b>	<b>5</b>	(74,380)	(100,388)
		<u>59,035</u>	<u>15,319</u>
<b>NET CURRENT ASSETS (LIABILITIES)</b>			
		<u>61,882</u>	<u>16,313</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
<b>PROVISIONS FOR LIABILITIES</b>			
Deferred Taxation		-	(94)
		<u>61,882</u>	<u>16,219</u>
<b>NET ASSETS</b>			
Income and Expenditure Account		<u>61,882</u>	<u>16,219</u>
<b>MEMBERS' FUNDS</b>		<u>61,882</u>	<u>16,219</u>



**Community Energy Association (England) Limited**  
**Balance Sheet (continued)**  
**As at 31 December 2019**

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For the year ending 31 December 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

**Directors' responsibilities:**

- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

On behalf of the board

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**Ms Emma Bridge**

Director

Date

The notes on pages 8 to 10 form part of these financial statements.

**Community Energy Association (England) Limited**  
**Notes to the Financial Statements**  
**For The Year Ended 31 December 2019**

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**1. Accounting Policies**

**1.1. Basis of Preparation of Financial Statements**

The financial statements are prepared under the historical cost convention and in accordance with the FRS 102 Section 1A Small Entities - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006.

**1.2. Turnover**

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from membership fees and the rendering of services.

**1.3. Tangible Fixed Assets and Depreciation**

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures & Fittings	15% & 20% straight line
Computer Equipment	33.3% straight line

**1.4. Taxation**

Income tax expense represents the sum of the tax currently payable and deferred tax.

The tax currently payable is based on taxable surplus for the year. Taxable surplus differs from surplus as reported in the statement of comprehensive income because of items of income or expense that are taxable or deductible in other year and items that are never taxable or deductible. The company's liability for current tax is calculated using tax rates that have been enacted or substantively enacted by the end of the reporting period.

Deferred tax is recognised on timing differences between the carrying amounts of assets and liabilities in the financial statements and the corresponding tax bases used in the computation of taxable surplus. Deferred tax liabilities are generally recognised for all taxable timing differences. Deferred tax assets are generally recognised for all deductible temporary differences to the extent that it is probable that taxable surplus will be available against which those deductible timing differences can be utilised. The carrying amount of deferred tax assets is reviewed at the end of each reporting period and reduced to the extent that it is no longer probable that sufficient taxable surplus will be available to allow all or part of the asset to be recovered.

Deferred tax assets and liabilities are measured at the tax rates that are expected to apply in the period in which the liability is settled or the asset realised, based on tax rates (and tax laws) that have been enacted or substantively enacted by the end of the reporting period. Deferred tax liabilities are presented within provisions for liabilities and deferred tax assets within debtors. The measurement of deferred tax liabilities and asset reflects the tax consequences that would follow from the manner in which the Company expects, at the end of the reporting period, to recover or settle the carrying amount of its assets and liabilities.

Current or deferred tax for the year is recognised in surplus or deficit, except when they related to items that are recognised in other comprehensive income or directly in equity, in which case, the current and deferred tax is also recognised in other comprehensive income or directly in equity respectively.

**Community Energy Association (England) Limited**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 December 2019**

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**2. Average Number of Employees**

Average number of employees during the year was: 5 (2018: 4)

**3. Tangible Assets**

	<b>Fixtures &amp; Fittings</b>	<b>Computer Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
As at 1 January 2019	617	2,273	2,890
Additions	1,642	1,296	2,938
As at 31 December 2019	<u>2,259</u>	<u>3,569</u>	<u>5,828</u>
<b>Depreciation</b>			
As at 1 January 2019	171	1,725	1,896
Provided during the period	214	871	1,085
As at 31 December 2019	<u>385</u>	<u>2,596</u>	<u>2,981</u>
<b>Net Book Value</b>			
As at 31 December 2019	<u>1,874</u>	<u>973</u>	<u>2,847</u>
As at 1 January 2019	<u>446</u>	<u>548</u>	<u>994</u>

**4. Debtors**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Due within one year</b>		
Trade debtors	27,589	32,987
Prepayments and accrued income	910	1,857
	<u>28,499</u>	<u>34,844</u>

**Community Energy Association (England) Limited**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 December 2019**

**5. Creditors: Amounts Falling Due Within One Year**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Trade creditors	1,252	3,721
Corporation tax	3,017	2,682
Other taxes and social security	6,657	3,077
VAT	12,181	6,668
Net wages	4,421	855
Other creditors	750	7,500
Credit Card	1,056	163
Accruals and deferred income	45,046	75,722
	<u>74,380</u>	<u>100,388</u>

**6. Other Commitments**

The total of future minimum lease payments under non-cancellable operating leases are as following:

	<b>Land and buildings</b>	
	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Within 1 year	9,630	-
Between 1 and 5 years	9,630	-
	<u>19,260</u>	<u>-</u>

**7. Company limited by guarantee**

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

**8. General Information**

Community Energy Association (England) Limited is a private company, limited by guarantee, incorporated in England & Wales, registered number 09042561. The registered office is Workstation, 15 Paternoster Row, Sheffield, S1 2BX.

**Community Energy Association (England) Limited**  
**Detailed Income and Expenditure Account**  
**For The Year Ended 31 December 2019**

	<b>2019</b>		<b>2018</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>TURNOVER</b>				
Sales		14,931		17,513
Revenue		<u>96,323</u>		<u>91,932</u>
		111,254		109,445
<b>COST OF SALES</b>				
Event costs	7,323		13,277	
Project costs	<u>24,622</u>		<u>13,470</u>	
		<u>(31,945)</u>		<u>(26,747)</u>
<b>GROSS SURPLUS</b>		79,309		82,698
<b>Administrative Expenses</b>				
Wages and salaries	165,131		130,634	
Staff training	998		529	
Travel and subsistence	15,787		13,518	
Rent	11,058		8,985	
Computer and IT consumables	615		8	
Insurance	488		815	
Printing, postage and stationery	545		432	
Advertising and marketing costs	7,838		3,928	
Telecommunications	591		560	
Accountancy fees	3,755		1,250	
Professional fees	580		505	
Subscriptions	4,331		6,277	
Bad debts written off	4,290		4,250	
Depreciation	1,085		825	
Sundry expenses	<u>578</u>		<u>595</u>	
		<u>(217,670)</u>		<u>(173,111)</u>
<b>Other Operating Income</b>				
Grant income	176,713		96,111	
Project contributions	9,750		12,596	
Other income	<u>694</u>		<u>-</u>	
		<u>187,157</u>		<u>108,707</u>

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**Community Energy Association (England) Limited**  
**Detailed Income and Expenditure Account (continued)**  
**For The Year Ended 31 December 2019**

<b>OPERATING SURPLUS</b>		48,796	18,294
<b>Other interest receivable and similar income</b>			
Bank interest receivable	16	15	
		16	15
<b>Interest payable and similar expenses</b>			
Bank charges	222	192	
		(222)	(192)
<b>SURPLUS BEFORE TAXATION</b>		48,590	18,117
<b>Tax on Surplus</b>			
Corporation tax charge	2,927	3,442	
		(2,927)	(3,442)
<b>SURPLUS AFTER TAXATION BEING SURPLUS FOR THE FINANCIAL YEAR</b>		45,663	14,675