

Registration number: 07583663

The Low Carbon Hub C.I.C.
Annual Report and Unaudited Financial Statements
for the Year Ended 31 March 2017

Critchleys Audit LLP
Beaver House
23 - 38 Hythe Bridge Street
Oxford
OX1 2EP

The Low Carbon Hub C.I.C.

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The Low Carbon Hub C.I.C.

Company Information

Directors

Sam Clarke
Barbara Hammond
Susan Halliwell
Timothy Paul Sadler
Luke Marion
Adriano Figueiredo
Thomas Hoines
Liz Reason

Company secretary

Blakelaw Secretaries Limited

Registered office

9 Park End Street
Oxford
Oxfordshire
OX1 1HH

Accountants

Critchleys Audit LLP
Beaver House
23 - 38 Hythe Bridge Street
Oxford
OX1 2EP

The Low Carbon Hub C.I.C.

Directors' Report for the Year Ended 31 March 2017

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

Directors of the company

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

Sam Clarke

Barbara Hammond

Susan Halliwell

Timothy Paul Sadler

Luke Marion

Adriano Figueiredo

Thomas Hoines

Liz Reason (appointed 7 September 2016)

Principal activity

Our focus during this year has been to make our Community Benefit Strategy fully operational through our community grants, our helpdesk, our innovation projects and our support to local community energy projects. We are report on progress in detail below.

Looking to the future, a key aspect of our Community Benefit Strategy will be about how we can make our impact as large as possible by adding other grants and contracts to our funding and by working in partnership with others. To that end, we have been working this year on a bid for a £3.2m European Regional Development Fund project. We have been working on it in partnership on it with 5 major local organisations, including the two universities, Oxford City Council, Cherwell District Council and Bioregional. We hope to bring the bid to fruition and start working on it during the next financial year.

Our community benefit spend in detail

In accordance with The Low Carbon Hub IPS Limited's Company aims and objectives, surpluses from projects that have been live for at least one year are passed to The Low Carbon Hub CIC in the form of a Community Benefit Donation.

This income is further bolstered by funds from a number of additional income streams including surpluses from two CIC owned installations in Eynsham, donations, grant funding, ad hoc donations and the return of *option to recover* loans made in previous years.

The Low Carbon Hub C.I.C.

Directors' Report for the Year Ended 31 March 2017

Community benefit income for 2016-17

	2017	2016
	£	£
CIC St Peters & Eynsham Village Hall	1,608	2,132
IPS Community benefit donation	48,497	96,224
Unrestricted donations	62	400
Restricted grants & awards	18,538	-
Returned loans	28,962	2,060
Total	97,667	100,816

Community benefit Expenditure for 2016-17

Community grant funding

The following table summarises the deployment of this year's community benefit income.

	2017	2016
Community grant programme	23,965	77,975
Local energy programme	127,012	14,796
Eynsham Green TEA	804	1,066
Community benefit management	3,163	8,313
Grand total	154,944	102,150

The shortfall between income and expenditure was made up from cash surpluses from previous years.

Community Grant Programme £23,965

We awarded a total of £5,500 in small grants and £14,330 in large grants to our Low Carbon Community Group Shareholders. We also incurred £4,135 costs in setting up and managing the grants programme.

The Low Carbon Hub C.I.C.

Directors' Report for the Year Ended 31 March 2017

Local Energy Programme **£127,012**

Our Local Energy Programme has two key strands. We provide advice and practical and financial support encourage the flourishing of community energy in Oxfordshire and beyond. We also support innovation, either through undertaking research and pilots ourselves, or funding the work of others to help explore new business models for community energy.

Helpdesk	12,268
Innovation grants	9,100
Hinksey Heat project	6,538
LED Lighting project	940
Bicester Grid	9,000
Grant towards Sandford fish pass	81,000
Option to recover loan to Southill Solar	8,167
Grand Total	127,012

Eynsham GreenTEA Grant **£804**

Half of the net profits from the CIC owned installations in Eynsham are donated to Eynsham GreenTEA in recognition of their support in making the project happen. In 2015/16 these funds helped support a number of local activities carried out by the group, including:

- An external display board for the village hall to show changing information on solar panel performance and how much energy power appliances use.
- Running free events including a swapshop, and a combined energy and apple festival.
- Servicing and insuring a thermal imaging camera which is used locally and lent to other groups.
- Building up a library of sample energy saving materials and equipment including an LED bulb library.
- Supporting Need not Greed, and the setting up of a community orchard.

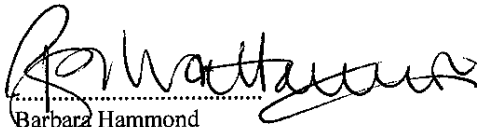
Community Benefit Management **£3,163**

We believe that investing in good management of our community benefit is important to ensure its effective use. This includes overall strategy development, monitoring and reporting, to ensure learning is fed back into the organisation. It excludes Internal costs relating to the management of specific projects, which are allocated to those projects.

Small companies provision statement

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.

Approved by the Board on 27.09.17 and signed on its behalf by:


Barbara Hammond
Director

**Accountants' Report to the Board of Directors on the Preparation of the Unaudited
Statutory Accounts of
The Low Carbon Hub C.I.C.
for the Year Ended 31 March 2017**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of The Low Carbon Hub C.I.C. for the year ended 31 March 2017 as set out on pages 6 to 13 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements 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 The Low Carbon Hub C.I.C., as a body, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the accounts of The Low Carbon Hub C.I.C. and state those matters that we have agreed to state to the Board of Directors of The Low Carbon Hub C.I.C., as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than The Low Carbon Hub C.I.C. and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that The Low Carbon Hub C.I.C. has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and loss of The Low Carbon Hub C.I.C.. You consider that The Low Carbon Hub C.I.C. 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 The Low Carbon Hub C.I.C.. 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.



Critchleys Audit LLP
Beaver House
23 - 38 Hythe Bridge Street
Oxford
OX1 2EP

Date:.....3 October 2017

The Low Carbon Hub C.I.C.

Profit and Loss Account for the Year Ended 31 March 2017

	Note	Total 31 March 2017 £	Total 31 March 2016 £
Turnover		490,788	507,230
Cost of sales		<u>(108,444)</u>	<u>(76,519)</u>
Gross surplus		382,344	430,711
Administrative expenses		<u>(402,215)</u>	<u>(448,077)</u>
Operating deficit		<u>(19,871)</u>	<u>(17,366)</u>
Other interest receivable and similar income		<u>23</u>	<u>152</u>
		<u>23</u>	<u>152</u>
Deficit before tax	4	<u>(19,848)</u>	<u>(17,214)</u>
Deficit for the financial year		<u>(19,848)</u>	<u>(17,214)</u>

The above results were derived from continuing operations.

The company has no recognised gains or losses for the year other than the results above.

The Low Carbon Hub C.I.C.

**(Registration number: 07583663)
Balance Sheet as at 31 March 2017**

	Note	2017 £	2016 £
Fixed assets			
Tangible assets	5	29,292	36,645
Current assets			
Stocks	6	-	17,584
Debtors	7	117,649	70,051
Cash at bank and in hand		32,962	144,990
		<u>150,611</u>	<u>232,625</u>
Creditors: Amounts falling due within one year	8	<u>(53,186)</u>	<u>(122,785)</u>
Net current assets		<u>97,425</u>	<u>109,840</u>
Net assets		<u>126,717</u>	<u>146,485</u>
Capital and reserves			
Called up share capital		34	30
Profit and loss account		<u>126,683</u>	<u>146,455</u>
Total equity		<u>126,717</u>	<u>146,485</u>

For the financial year ending 31 March 2017 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 of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have 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.

Approved and authorised for issue by the Board on 27.03.17 and signed on its behalf by:



Barbara Hammond

Director

The notes on pages 10 to 13 form an integral part of these financial statements.

The Low Carbon Hub C.I.C.

Statement of Changes in Equity for the Year Ended 31 March 2017

	Share capital £	Profit and loss account £	Total £
At 1 April 2016	30	146,531	146,561
Deficit for the year	-	(19,848)	(19,848)
Total comprehensive income	-	(19,848)	(19,848)
New share capital subscribed	4	-	4
At 31 March 2017	34	126,683	126,717
	Profit and loss		
	Share capital £	account £	Total £
At 1 April 2015	28	163,669	163,697
Deficit for the year	-	(17,214)	(17,214)
Total comprehensive income	-	(17,214)	(17,214)
New share capital subscribed	2	-	2
At 31 March 2016	30	146,455	146,485

The Low Carbon Hub C.I.C.

Notes to the Financial Statements for the Year Ended 31 March 2017

1 General information

The company is a Community Interest Company limited by shares incorporated in United Kingdom.

The address of its registered office is:

9 Park End Street
Oxford
Oxfordshire
OX1 1HH

2 Accounting policies

Statement of compliance

These financial statements have been prepared in accordance with Financial Reporting Standard 102 Section 1A - 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006.

Basis of preparation

These financial statements have been prepared using the historical cost convention except that as disclosed in the accounting policies certain items are shown at fair value.

The Low Carbon Hub C.I.C meets the definition of a public benefit entity under FRS102.

Revenue recognition

Turnover comprises the fair value of the consideration received or receivable for the sale of goods and services in the ordinary course of the company's activities. Turnover is shown net of sales/value added tax, returns, rebates and discounts.

Other grants

Grant income is recognised in full only when conditions for receipts have been met and, in the case of grants for specific projects, associated project expenditure has been incurred. When projects are in progress at the year-end, or where they have not yet started, grants are carried forward as deferred income to the extent needed to fund anticipated costs on the projects.

Tax

The current income tax charge is calculated on the basis of tax rates and laws that have been enacted or substantively enacted by the reporting date in the countries where the company operates and generates taxable income.

Depreciation

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

Asset class	Depreciation method and rate
Plant and machinery	5% straight line
Office equipment	25% straight line
Website development	25% straight line

The Low Carbon Hub C.I.C.

Notes to the Financial Statements for the Year Ended 31 March 2017

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

Stocks

Work in progress is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

3 Staff numbers

The average number of persons employed by the company (including directors) during the year, was 7 (2016 - 12).

4 Loss before tax

Arrived at after charging/(crediting)

	2017 £	2016 £
Depreciation expense	7,353	7,393

The Low Carbon Hub C.I.C.

Notes to the Financial Statements for the Year Ended 31 March 2017

5 Tangible assets

	Furniture, fittings and equipment £	Other property, plant and equipment £	Total £
Cost or valuation			
At 1 April 2016	21,806	39,056	60,862
At 31 March 2017	21,806	39,056	60,862
Depreciation			
At 1 April 2016	16,353	7,864	24,217
Charge for the year	5,453	1,900	7,353
At 31 March 2017	21,806	9,764	31,570
Carrying amount			
At 31 March 2017	-	29,292	29,292
At 31 March 2016	5,452	31,193	36,645

6 Stocks

	2017 £	2016 £
Work in progress	-	17,584

7 Debtors

	2017 £	2016 £
Trade debtors	75,583	-
Other debtors	42,066	70,051
Total current trade and other debtors	117,649	70,051

The Low Carbon Hub C.I.C.

Notes to the Financial Statements for the Year Ended 31 March 2017

8 Creditors

	Note	2017 £	2016 £
Due within one year			
Trade creditors		13,646	48,317
Amounts owed to Low Carbon Hub IPS Limited		-	765
Taxation and social security		7,860	37,390
Other creditors		31,680	36,313
		<u>53,186</u>	<u>122,785</u>

9 Financial commitments, guarantees and contingencies

The total amount of financial commitments not included in the balance sheet is £44,079 (2016 - £-). These represent the total commitments under non-cancellable operating leases over the remaining life of these leases

The Low Carbon Hub C.I.C.

Detailed Profit and Loss Account for the Year Ended 31 March 2017

	2017	2016
	£	£
Turnover (analysed below)	490,788	507,230
Cost of sales (analysed below)	<u>(108,444)</u>	<u>(76,519)</u>
Gross surplus	<u>382,344</u>	<u>430,711</u>
Gross surplus (%)	77.9%	84.9%
Administrative expenses		
Employment costs (analysed below)	(203,516)	(325,340)
Establishment costs (analysed below)	(25,776)	(23,976)
General administrative expenses (analysed below)	(165,398)	(91,266)
Finance charges (analysed below)	(172)	(102)
Depreciation costs (analysed below)	<u>(7,353)</u>	<u>(7,393)</u>
	<u>(402,215)</u>	<u>(448,077)</u>
Operating deficit	(19,871)	(17,366)
Other interest receivable and similar income (analysed below)	<u>23</u>	<u>152</u>
Deficit before tax	<u>(19,848)</u>	<u>(17,214)</u>

This page does not form part of the statutory financial statements.

The Low Carbon Hub C.I.C.

Detailed Profit and Loss Account for the Year Ended 31 March 2017

	2017 £	2016 £
Turnover		
Sales	484,726	500,357
Donations receivable	6,062	750
Other income	-	6,123
	<u>490,788</u>	<u>507,230</u>
Cost of sales		
Direct costs	108,256	63,268
Freelancers	188	13,251
	<u>108,444</u>	<u>76,519</u>
Employment costs		
Wages and salaries	185,496	219,169
Staff NIC (Employers)	17,964	24,279
Directors remuneration	-	80,495
Training	56	1,397
	<u>203,516</u>	<u>325,340</u>
Establishment costs		
Rent	20,558	21,483
Insurance	5,178	2,493
Repairs and maintenance	40	-
	<u>25,776</u>	<u>23,976</u>
General administrative expenses		
Telephone and fax	1,502	1,269
Office expenses	1,450	-
Computer software and maintenance costs	10,636	9,069
Printing, postage and stationery	1,852	1,249
Trade subscriptions	1,260	1,413
Charitable donations	101,634	3,031
Sundry expenses	38	(3,350)
Cleaning	979	798
Community engagement and marketing	37,382	69,786
Travel and subsistence	3,740	2,821
Accountancy fees	3,250	2,565
Professional indemnity insurance	643	38
Legal and professional fees	1,032	2,577
	<u>165,398</u>	<u>91,266</u>

This page does not form part of the statutory financial statements.

The Low Carbon Hub C.I.C.

Detailed Profit and Loss Account for the Year Ended 31 March 2017

Finance charges		
Bank charges	172	102
	<hr/>	<hr/>
Depreciation costs		
Depreciation of plant and machinery	7,353	7,393
	<hr/>	<hr/>
Other interest receivable and similar income		
Bank interest receivable	(23)	(152)
	<hr/>	<hr/>

This page does not form part of the statutory financial statements.