

# Annual Return (AR30) form

## Section 1 – About this form

An Annual Return must be completed by all societies registered under the Co-operative and Community Benefit Societies Act 2014 ('the Act') (including any societies previously registered under the Industrial and Provident Societies Act 1965) or the Co-operative and Community Benefit Societies Act (Northern Ireland) 1969 ('the Act') (including any societies previously registered under the Industrial and Provident Societies Act 1969). The Annual Return must include:

- this form;
- a set of the society's accounts; and
- where required, an audit report or report on the accounts.

A society must submit the Annual Return within 7 months of the end of the society's financial year. Failure to submit on time is a prosecutable offence.

Please note that this form, including any details provided on the form, will be made available to the public through the Mutuels Public Register <https://mutuals.fca.org.uk>.

For guidance on our registration function for societies under the Co-operative and Community Benefit Societies Act 2014, which includes guidance on the requirement to submit an Annual Return, please see here: <https://www.fca.org.uk/publication/finalised-guidance/fg15-12.pdf>

## Section 2 – About this application

<b>Society name</b>	Society for the Reduction of Carbon Limited
<b>Register number</b>	31342R
<b>Registered address</b>	Holyoake House, Hanover Street, Manchester
<b>Postcode</b>	M60 0AS

**2.1 What date did the financial year covered by these accounts end?**

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**Section 3 – People**

**3.1 Please provide the names of the people who were directors of the society during the financial year this return covers.** Some societies use the term 'committee member' or 'trustee' instead of 'director'. For ease of reference, we use 'director' throughout this form.

<b>Name of director</b>	<b>Month and year of birth</b>	
MATTHEW JAMES FAWCETT	May	1975
MICHAEL ALLAN HEMINGWAY		1969
Robert Jones		1978
Eddie Sheehy		1949
Ann Kolodziejcki		1969
Sian Richards		
Jonathan Atkinson	May	1976

Continue on to a separate sheet if necessary.

**3.2 All directors must be 16 or older. Please confirm this is this case:**

All directors are aged 16 or over

**3.3 Societies are within the scope of the Company Directors Disqualification Act 1986 (CDDA). Please confirm that no director is disqualified under that Act:**

No director is disqualified

**3.4 Please state any close links which any of the directors has with any society, company or authority.** 'Close links' includes any directorships or senior positions held by directors of the society in other organisations.

Jonathan Atkinson is a director of Operation Farm Ltd

**3.5 Please provide the name of the person who was secretary at the end of the financial year this return covers.** Societies must have a secretary.

Name of secretary	Month and year of birth	
<b>Jonathan Atkinson</b>	<b>May</b>	<b>1976</b>

## Section 4 – Financial information

### 4.1 Please confirm that:

- accounts are being submitted with this form
- the accounts comply with relevant statutory and accounting requirements
- the accounts are signed by two members and the secretary (3 signatures in total)

**4.2 Based on the accounts, please provide the information requested below for the financial year covered by this return.**

Number of members	<b>159</b>
Turnover	<b>39059</b>
Assets	<b>600159</b>
Number of employees (if any)	<b>8</b>
Share capital	<b>128</b>
Highest rate of interest paid on shares (if any)	<b>0</b>

**4.3 What Standard Industrial Classification code best describes the society's main business?** Where more than one code applies, please select the code that you feel best describes the society's main business activity. You will find a full list of codes here: <http://resources.companieshouse.gov.uk/sic/>

## Section 5 – Audit

Societies are required to appoint an auditor to audited unless they are small or have disapplied this requirement. For further guidance see chapter 7 of our guidance: <https://www.fca.org.uk/publication/finalised-guidance/fg15-12.pdf>

### 5.1 Please select the audit option the society has complied with:

- Full professional audit
- Auditor's report on the accounts
- Lay audit
- No audit

### 5.2 Please confirm the audit option used by the society is compliant with the society's own rules and the Act

We have complied with the audit requirements

### 5.3 Please confirm any audit report (where required) is being submitted with this Annual Return

- Yes
- Not applicable

The information below impacts the level of audit required of the society's accounts. Please provide answers to the following questions.

**5.4 Is this society accepted by HM Revenue and Customs (HMRC) as a charity for tax purposes?**

Yes

No

**5.5 If the society is registered with the Office of the Scottish Charity Regulator (OSCR) please provide your OSCR registration number.**

Not applicable

OSCR number:	
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**5.6 Is the society a housing association?**

No  Go to **section 6**

Yes  Go to question **5.7**

**5.7 Please confirm which housing regulator you are registered with, and provide the registration number they have given you:**

		Registration number
Homes and Communities Agency	<input type="checkbox"/>	
Scottish Housing Regulator	<input type="checkbox"/>	
The Welsh Ministers	<input type="checkbox"/>	
Department for Communities (Northern Ireland)	<input type="checkbox"/>	

## Section 6 – Subsidiaries

### 6.1 Is the society a subsidiary of another society?

Yes

No

### 6.2 Does the society have one or more subsidiaries? (As defined in sections 100 and 101 of the Act)

Yes  Continue to question 6.3

No  Continue to Section 7

### 6.3 If the society has subsidiaries, please provide the names of them below (or attach an additional sheet)

Registration Number	Name

### 6.4 Please provide below (or on a separate sheet) the names of subsidiaries not dealt with in group accounts (if any) and reasons for exclusions: (the society must have written authority from us to exclude a subsidiary from group accounts)

Registration Number	Name	Reason for exclusion

## Section 7– Condition for registration

All societies are registered meeting one of two conditions for registration. These are that the society is either:

- a bona fide co-operative society ('co-operative society'); **or**
- are conducting business for the benefit of the community ('community benefit society').

A society must answer the questions set out in either Section 7A or Section 7B of this form, depending on which condition of registration it meets.

If you are not sure which condition for registration applies to the society please see chapters 4 and 5 of our guidance:

<https://www.fca.org.uk/publication/finalised-guidance/fq15-12.pdf>

## Section 7A - Co-operative societies

Co-operative societies must answer the following questions in relation to the financial year covered by this return.

**7A.1 What is the business of the society?** For example, did you provide housing, manufacture goods, develop IT systems etc.

**7A.2 Please describe the members' common economic, social and cultural needs and aspirations.** In answering this question, please make sure it is clear what needs and aspirations members had in common.

**7A.3 How did the society's business meet those needs and aspirations?**

You have described the society's business answer to question 7A.1, and in question 7A.2 you have described the common needs and aspirations of members. Please now describe how during the year that business met those common needs and aspirations.

**7A.4 How did members democratically control the society?** For example, did the members elect a board at an annual general meeting; did all members collectively run the society.



**7A.5 What did the society do with any surplus or profit?** For instance, did you pay a dividend to members (and if so, on what basis); did money get reinvested in the business; put into reserves; used for some other purpose?

## Section 7B - Community benefit societies

Community benefit societies must answer the following questions in relation to the financial year covered by this return.

**7B.1 What is the business of the society?** For example, did you provide social housing, run an amateur sports club etc.

Energy services, advocacy and awareness raising on domestic climate change issues.

**7B.2 Please describe the benefits to the community the society delivered?** Here we are looking to see *what* the benefits to the community were. Community can be said to be the community at large. For example, did you relieve poverty or homelessness through the provision of social housing.

Individuals within the community accessed support to help them to reduce energy. People in fuel poverty received support to help them insulate their homes. Talks and training events were carried out in the community.

**7B.3 Please describe how the society's business delivered these benefits?** The business of the society must be conducted for the benefit of the community. Please describe *how* the society's business (as described in answer to question 7B.1) provided benefit to the community.

The society offered services and advice to members to assist them in reducing energy use in the home, it produced reports and policy recommendations to support the wider adoption of such services and it ran events and training workshops to raise awareness of climate change issues.

**7B.4 Did the society work with a specific community, and if so, please describe it here?** For instance, were the society's activities confined to a specific location; or to a specific group of people? Please note that in serving the

needs of any defined community, the society should not inhibit the benefit to the community at large.

No, the activities were not tied to a specific location or group.

**7B.5 What did the society do with any surplus or profit?** For instance, did you donate the money; did money get reinvested in the business; put into reserves; used for some other purpose?


Surplus was re-invested in to the company to resource future activities.

**7B.6 Please state any significant commercial arrangements that the society has, or had, with any other organisation that could create, or be perceived as creating, a conflict of interest.** Please tell us how you ensured that any such conflict of interest did not prevent the society from acting for the benefit of the community.

N/A

## Section 8– Declaration

The secretary of the society must complete this section.

<b>Name</b>	<b>Jonathan Atkinson</b>
My signature below confirms that the information in this form is accurate to the best of my knowledge	
<b>Signature</b> 	
<b>Position</b>	<b>Secretary</b>
<b>Date</b>	<b>08/08/2019</b>

## Section 9 – Submitting this form

Please submit a signed, scanned version of this form along with your accounts and any auditor's report by email to: [mutualsanrtns@fca.org.uk](mailto:mutualsanrtns@fca.org.uk).

Or you can post the form to:

Mutual Societies  
Financial Conduct Authority  
12 Endeavour Square  
London  
E20 1JN

This form is available on the Mutuels Society Portal:

<https://societyportal.fca.org.uk>

Registered as a Limited Company in England and Wales No. 1920623. Registered office as above.

**THE SOCIETY FOR THE REDUCTION OF CARBON LIMITED  
DIRECTORS' REPORT AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2018**

**The Society for the Reduction of Carbon Limited  
Directors' Report and Unaudited Financial Statements  
For the year ended 30 September 2018**

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**The Society for the Reduction of Carbon Limited**  
**Society Information**  
**For the year ended 30 September 2018**

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<b>Directors</b>	Ms Anne Kolodziejski Mr Robert Jones Mr Julian Tomlin Ms Sian Richards Jonathan Atkinson Ms Jane Massam Mr Matthew Fawcett Mr Mike Hemingway Mr Eddy Sheehy
<b>Society Number</b>	31342R
<b>Registered Office</b>	46-50 Oldham Street Manchester M4 1LE
<b>Accountants</b>	Third Sector Accountancy Limited Chartered Accountants and Registered Auditors Holyoake House Hanover Street Manchester M60 0AS



**The Society for the Reduction of Carbon Limited**  
**Society No. 31342R**  
**Directors' Report For the year ended 30 September 2018**

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The directors present their report and the financial statements for the year ended 30 September 2018.

**Statement of Directors' Responsibilities**

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

Society 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 Society 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 Society and of the profit or loss of the Society 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 Society will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the Society's transactions and disclose with reasonable accuracy at any time the financial position of the Society and enable them to ensure that the financial statements comply with the Co-operative and Community Benefit Societies Act 2014. They are also responsible for safeguarding the assets of the Society and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**The Society for the Reduction of Carbon Limited**  
**Directors' Report (continued)**  
**For the year ended 30 September 2018**

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**Directors**

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

Ms Anne Kolodziejski

Mr Robert Jones

Mr Julian Tomlin

RESIGNED

01/01/2018

Ms Sian Richards

Jonathan Atkinson

Ms Jane Massam

RESIGNED

01/01/2018

Mr Matthew Fawcett

Mr Mike Hemingway

Mr Eddy Sheehy

On behalf of the board



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Jonathan Atkinson

Date 03/05/2019

**The Society for the Reduction of Carbon Limited**  
**Accountant's Report**  
**For the year ended 30 September 2018**

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**Chartered Accountant's report to the directors on the preparation of the unaudited statutory accounts of The Society for the Reduction of Carbon Limited For the year ended 30 September 2018**

In order to assist you to fulfil your duties under the Co-operative and Community Benefit Societies Act 2014, I have prepared for your approval the accounts of The Society for the Reduction of Carbon Limited For the year ended 30 September 2018 which comprise the Revenue Account, the Balance Sheet and the related notes from the Society's accounting records and from information and explanations you have given to 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 requirements which are detailed at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>.

This report is made solely to the directors of The Society for the Reduction of Carbon Limited, as a body, in accordance with the terms of our engagement letter dated 29 April 2017. Our work has been undertaken solely to prepare for your approval the accounts of The Society for the Reduction of Carbon Limited and state those matters that we have agreed to state to the directors of The Society for the Reduction of Carbon Limited, 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 Society for the Reduction of Carbon Limited and its directors, as a body, for our work or for this report.

It is your duty to ensure that The Society for the Reduction of Carbon Limited 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 or loss of The Society for the Reduction of Carbon Limited. You consider that The Society for the Reduction of Carbon Limited is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit of the accounts of The Society for the Reduction of Carbon Limited. 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.

*Third Sector Accountancy Limited*

Date 03/05/2019

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

**The Society for the Reduction of Carbon Limited**  
**Revenue Account**  
**For the year ended 30 September 2018**

	Notes	2018 £	2017 £
<b>TURNOVER</b>		<b>39,059</b>	<b>13,796</b>
<b>GROSS PROFIT</b>		<b>39,059</b>	<b>13,796</b>
Administrative expenses		(385,221)	(184,918)
Other operating income		360,799	171,745
<b>OPERATING PROFIT</b>		<b>14,637</b>	<b>623</b>
Other interest receivable and similar income		-	5
<b>PROFIT BEFORE TAXATION</b>		<b>14,637</b>	<b>628</b>
Tax on Profit		(1,284)	-
<b>PROFIT AFTER TAXATION BEING PROFIT FOR THE FINANCIAL YEAR</b>		<b>13,353</b>	<b>628</b>

The notes on pages 7 to 9 form part of these financial statements.

**The Society for the Reduction of Carbon Limited**  
**Balance Sheet**  
**As at 30 September 2018**

	Notes	2018		2017	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets	3		743		593
			<u>743</u>		<u>593</u>
<b>CURRENT ASSETS</b>					
Debtors	4	515,771		395,603	
Cash at bank and in hand		83,646		16,219	
		<u>599,417</u>		<u>411,822</u>	
<b>Creditors: Amounts Falling Due Within One Year</b>	5	<b>(207,033)</b>		<b>(32,649)</b>	
			<u>392,384</u>		<u>379,173</u>
<b>NET CURRENT ASSETS (LIABILITIES)</b>					
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>393,127</u>		<u>379,766</u>
<b>Creditors: Amounts Falling Due After More Than One Year</b>	6		<b>(386,858)</b>		<b>(386,858)</b>
			<u>6,269</u>		<u>(7,092)</u>
<b>NET ASSETS</b>					
<b>CAPITAL AND RESERVES</b>					
Called up share capital	7		128		120
Revenue Account			6,141		(7,212)
			<u>6,269</u>		<u>(7,092)</u>
<b>SHAREHOLDERS' FUNDS</b>					

The notes on pages 7 to 9 form part of these financial statements.

**The Society for the Reduction of Carbon Limited**  
**Notes to the Financial Statements**  
**For the year ended 30 September 2018**

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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 Co-operative and Community Benefit Societies Act 2014.

### **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 the sale of consultancy 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	33% straight line
Computer Equipment	33% straight line

### **1.4. Government Grant**

Government grants are recognised in the Revenue account in an appropriate manner that matches them with the expenditure towards which they are intended to contribute.

Grants for immediate financial support or to cover costs already incurred are recognised immediately in the Revenue account. Grants towards general activities of the entity over a specific period are recognised in the Revenue account over that period.

Grants towards fixed assets are recognised over the expected useful lives of the related assets and are treated as deferred income and released to the Revenue account over the useful life of the asset concerned.

All grants in the Revenue account are recognised when all conditions for receipt have been complied with.

## **2. Average Number of Employees**

Average number of employees, including directors, during the year was as follows:

	<b>2018</b>	<b>2017</b>
Project workers	7	5
	<hr/>	<hr/>
	7	5
	<hr/>	<hr/>

**The Society for the Reduction of Carbon Limited**  
**Notes to the Financial Statements (continued)**  
**For the year ended 30 September 2018**

**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 October 2017	1,674	2,348	4,022
Additions	231	851	1,082
As at 30 September 2018	<u>1,905</u>	<u>3,199</u>	<u>5,104</u>
<b>Depreciation</b>			
As at 1 October 2017	1,104	2,325	3,429
Provided during the period	628	304	932
As at 30 September 2018	<u>1,732</u>	<u>2,629</u>	<u>4,361</u>
<b>Net Book Value</b>			
As at 30 September 2018	<u>173</u>	<u>570</u>	<u>743</u>
As at 1 October 2017	<u>570</u>	<u>23</u>	<u>593</u>

**4. Debtors**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
<b>Due within one year</b>		
Trade debtors	68,051	20,339
Prepayments and accrued income	150,474	58,018
	<u><b>218,525</b></u>	<u><b>78,357</b></u>
<b>Due after more than one year</b>		
Loan to Street UK	297,246	317,246
	<u><b>297,246</b></u>	<u><b>317,246</b></u>
	<u><u><b>515,771</b></u></u>	<u><u><b>395,603</b></u></u>

**The Society for the Reduction of Carbon Limited**  
**Notes to the Financial Statements (continued)**  
**For the year ended 30 September 2018**

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

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Trade creditors	21,866	9,615
Corporation tax	1,306	22
Other taxes and social security	4,383	1,864
VAT	602	1,031
Net wages	690	-
Deferred income	135,948	-
Accruals	42,238	20,117
	<b>207,033</b>	<b>32,649</b>

**6. Creditors: Amounts Falling Due After More Than One Year**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Accruals and deferred income	386,858	386,858
	<b>386,858</b>	<b>386,858</b>

**7. Share Capital**

	<b>2018</b>	<b>2017</b>
Ordinary shares	128	120

**8. General Information**

The Society for the Reduction of Carbon Limited is a community benefit society, incorporated in England & Wales, registered number 31342R. The registered office is 46-50 Oldham Street, Manchester, M4 1LE.



**The Society for the Reduction of Carbon Limited**  
**Detailed Revenue Account**  
**For the year ended 30 September 2018**

	<b>2018</b>		<b>2017</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>TURNOVER</b>				
Membership fees		4,271		3,363
Consultancy income		28,601		7,065
Sales		-		3,368
Training income		5,187		-
Donations		20		-
Expenses refunded		410		-
Retrofit works		570		-
		<b>39,059</b>		<b>13,796</b>
<b>GROSS PROFIT</b>				
		<b>39,059</b>		<b>13,796</b>
<b>Administrative Expenses</b>				
Wages and salaries	155,368		95,398	
Rent and rates	6,173		5,119	
Insurance	522		627	
Printing, postage and stationery	299		164	
Advertising and marketing costs	4,406		3,860	
Training seminars and workshops	1,749		95	
Telecommunications and data costs	2,013		2,635	
Accountancy fees	8,992		3,225	
Professional fees	338		725	
Project consultancy fees (General admin)	135,853		30,941	
Irrecoverable VAT	4,400		2,770	
Subscriptions	1,361		320	
Bank charges	153		115	
Project costs	38,805		1,312	
Project workshop costs	-		626	
Bad debts written off	553		-	
Other office costs	3,877		1,454	
Depreciation	933		1,327	
Project travel	10,024		6,439	
Project website	270		216	
Travel	3,480		2,377	
Events	828		638	

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**The Society for the Reduction of Carbon Limited**  
**Detailed Revenue Account (continued)**  
**For the year ended 30 September 2018**

Project contractors	300	1,422
Project equipment	1,154	14,061
Project events	3,370	9,052
	<b>(385,221)</b>	<b>(184,918)</b>
 <b>Other Operating Income</b>		
Grants and subsidies received	270,209	170,989
Grants and subsidies accrued	90,590	-
Other income - contributing to other operating income	-	756
	<b>360,799</b>	<b>171,745</b>
<b>OPERATING PROFIT</b>	<b>14,637</b>	<b>623</b>
 <b>Other interest receivable and similar income</b>		
Bank interest receivable	-	5
	-	<b>5</b>
<b>PROFIT BEFORE TAXATION</b>	<b>14,637</b>	<b>628</b>
 <b>Tax on Profit</b>		
Corporation tax charge	1,284	-
	<b>(1,284)</b>	-
<b>PROFIT AFTER TAXATION BEING PROFIT FOR THE FINANCIAL YEAR</b>	<b>13,353</b>	<b>628</b>