

Great Chart with Singleton Parish Council

Please read the application form carefully and ensure it is completed and all the documents requested are submitted. You can do this by using the checklist below. Please note, incomplete applications will be rejected by the Clerk immediately on submission, with clear guidance on how to complete it for resubmission.

For applications UNDER £250

Please complete the Grant Application Form and include bank account details, and receipts once the money has been spent. Please also carefully read the Terms & Conditions

Checklist		Office use only
Bank account details	<input type="checkbox"/>	<input type="checkbox"/>
Aims and Purposes	<input type="checkbox"/>	<input type="checkbox"/>
Read the Terms and Conditions	<input type="checkbox"/>	<input type="checkbox"/>

For applications OVER £250

Please provide all items listed in the Checklist below

Checklist		Office use only
Bank account details	<input type="checkbox"/>	<input type="checkbox"/>
Profit and Loss Statement	<input type="checkbox"/>	<input type="checkbox"/>
THREE separate quotes	<input type="checkbox"/>	<input type="checkbox"/>
Evidence of written constitution or Charitable Status, Aims and Purposes	<input type="checkbox"/>	<input type="checkbox"/>
Read the Terms and Conditions	<input type="checkbox"/>	<input type="checkbox"/>

To ensure that your application is accepted first time, please follow these simple guidelines:

Do	Don't
Include 3 separate quotes	Send links
Include all items requested on the Checklist	Omit required information
Allow up to 8 weeks for your application to be considered	Chase for updates within the first two weeks
Ensure all information provided is readable when printed	

Please ensure the form and checklist are completed!

Grant Application Form

Please complete the following giving as much information as possible in support of your application. Please write clearly or request a Word version of this form and use Arial font Size 12.

Name of organisation:	Singleton Spaces
Contact name:	John Alexander
Address:	Singleton Environment Centre Wesley School Road Ashford Kent TN23 5LW
Telephone no:	07951343885
Email:	centremanager@singletonenvironmentcentre.org.uk
Nature of organisation:	Environmental Charity
Amount requested?	£699.00 + £266.59 = £965.59
What percentage does this represent of the total project/activity?	Approximately 95%
By when do you need the money?	ASAP
On what will it be spent? (please continue on an additional sheet if required)	Computer / Desk Top; Computer Screen and Printer / Scanner for the office.
Why are you seeking funds from the Parish Council?	The Environment Centre is in the Parish of GCwS and its administrative efficiency is poor due to old equipment.
Who will benefit from this grant?	The centre manager directly and all visitors and stakeholders in an indirect way.

How will they benefit?	It will reduce waiting times for the manager to respond to requests.
Have you sought financial support for this purpose from elsewhere, if yes from who and was it successful?	Yes – Singleton Spaces will cover the install and set up costs.
How will you evaluate the success of the project the grant is requested for?	It will be easy to time how long the new equipment will take to switch on and load applications. The old laptop will also be used at home for certain job tasks therefore increasing productivity.
Any other information in support of your request (continue on additional sheet if necessary)	
Signature: <i>J.P. Alexander</i>	Date: 11-06-2021

Terms and Conditions

- a) *The organisation must be either non-profit or charitable. Applications will not be considered from private organisations operated as a business to make a profit or surplus.*
- b) *Grants will not be made to projects that discriminate on any grounds*
- c) *Grants will not be made to individuals.*
- d) *Applications will not normally be considered from national organisations or local groups with access to funds from national 'umbrella' or 'parent' organisations, unless funds are not available from their national bodies, or the funds available are inadequate for a specified project.*
- e) *An organisation should have a bank account in its own name with two authorised representatives required to sign each cheque.*
- f) *The administration of and accounting for any grant shall be the responsibility of the recipient. All awards must be properly accounted for and evidence of expenditure should be supplied to the Council as requested.*
- g) *Ongoing commitments to award grants or subsidies in future years will not be made. A fresh application will be required each year.*
- h) *Each application will be assessed on its own merits.*
- i) *The Council may make the award of any grant or subsidy subject to such additional conditions and requirements as it considers appropriate. The Council reserves the right to refuse any grant application which it considers to be inappropriate or against the objectives of the Council.*
- j) *Any grant must be used for the purpose for which it was awarded unless the written approval of the Council has been obtained for a change in use of the grant monies, and that any unspent*

portion of the grant must be returned to the Council by the end of the Financial year in which it was awarded.

- k) The Council may make the award of any grant or subsidy as it considers appropriate in the event of any unforeseen urgent event.*
- l) Nothing contained herein shall prevent the Council from exercising, at any time, its existing duty or power in respect of providing financial assistance or grants to local or national organisations under the provision of the Local Government Act 1972, Section 137.*
- m) If an application for a grant is successful, the organisation or group should provide a report at the Annual Parish Council Meeting (in May) to show how the money was spent. At other times, further information, including photographs, should be made available to the Clerk for sharing via the Newsletter and website. Organisations should refer to the Council grant when reporting through their own routine publicity channels and provide copies to the Clerk.*
- n) Any funds remaining unused from the Granted amount will remain the property of the Council and should be returned to the Council with an explanation for its unused.*
- o) The Council reserve the right to consider the grant amount requested and adjust the amount accordingly, there is no guarantee the Council will grant the amount requested.*
- p) All grant applications will need to be approved by a full Council meeting (held on the second Monday of each month).*
- q) All incomplete grant applications will be rejected by the Clerk with clear reasons as to why. Updated and complete submissions will be accepted and put forward to the next available Council meeting.*
- r) Applicants will be notified of the meeting date at which their application will be considered.*
- s) Any grant application should be made strictly in conjunction with the Grant Awarding Policy that is available from the Clerk and on the Council website.*



Company Name – Singleton Spaces

Address – Singleton Environment Centre, Wesley School Road, Ashford, Kent, TN23 5LW

Telephone number - 07951343885

Email address – centremanager@singletonenvironmentcentre.org.uk

Bank details – see below

Singleton Spaces

Metro Bank

2 St George's Street

Canterbury

Kent

CT1 2SR

Sort Code: 23-05-80

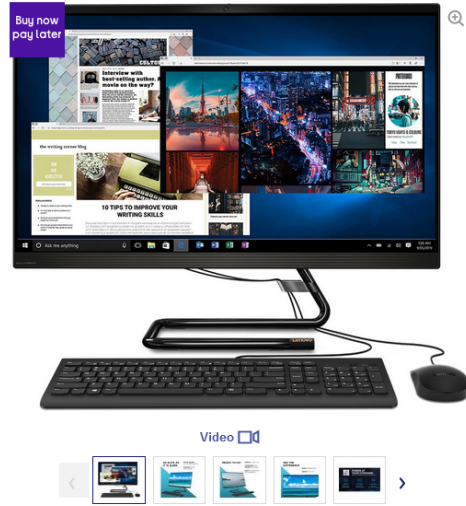
Account Number: 27393659

Price Match Guarantee Share

LENOVO IdeaCentre AIO 3i 27" All-in-One PC – Intel® Core™ i5, 512 GB SSD, Black

Product code: 293975

★★★★★ Read 161 customer reviews | Ask an owner



Product features

- Intel® Core™ i5-10400T Processor
- RAM: 8 GB / Storage: 512 GB SSD
- Full HD display

- 👉 FREE next day delivery on this product. Enter code **FREENEXTDAYDELIVERY** at checkout. [More info](#)
 - 👉 Get 3 Months Extra of Microsoft 365 when bought with this product. [More info](#)
 - 👉 Pay nothing for 6 months, then pay balance at month 6 & pay no interest. 24.9% APR Representative* [More info](#)
- + 1 more offer



Available services

🛡️ Care & Repair

We'll fix your item within 7 days. If we can't, we'll replace it with a new one. Care & Repair packages available. T&C's apply. [More info](#) >

Monthly
£8.00 a month
Annual equivalent £96.00

2 years plan
£140.00
Save £52.00 vs Monthly plan

3 years plan
£180.00
Save £108.00 vs Monthly plan

£699.00

Pricing options: ①

- £699.00**
One-off payment
- £26.85 a month**
Spread the cost over 36 months
(24.9% APR representative variable)

Representative example: Credit amount £699.00. Pay 36 monthly payments of £26.85. Total amount payable £966.60. Rate of interest 24.9% (variable) 24.9% APR representative variable. Credit not available on order & collect purchases. Please select delivery for credit purchase options. [More info](#)

[Add to basket](#)

[Save for later](#)

Check availability in your area

Enter town or postcode

or

FREE delivery available
[More info](#)

Order online to collect in store
[More info](#)

95% of our customers would buy again from Currys
 Based on 458,496 reviews

<https://www.currys.co.uk/gbuk/computing/desktop-pcs/desktop-pcs/lenovo-ideacentre-aio-3i-27-all-in-one-pc-intel-core-i5-512-gb-ssd-black-10208089-pdt.html>

Great Chart with Singleton Parish Council

Minutes of the monthly meeting of the Parish Council held on Monday 12th March 2018 at 7.30pm at Great Chart Village Hall

Present: Cllrs Y Barker Wiffen Willson Gathern P Barker
Hodgkinson McClintock Eke

Also Present: Cllrs Blanford and Barrett (ABC), Cllr Farrell (KCC), PCSO Catherine Stevenson and Nikki Potter, 5 members of the public and Aniko Szocs (Parish Clerk),

The meeting started at 7.30 pm.

1. Apologies for Absence

Cllrs Darvill, Tate and Sullivan, Cllr Simkins (KCC), KCC Community Warden Joanna Watts and Peter Walkden (Caretaker)

2. Declarations of Interest

2.1 Disclosable Pecuniary Interests

None

2.2 Other Significant Interests

Cllr Wiffen (Item 15.2.3)

2.3 Other Interests

Cllr Willson (Item 15.2.3 and 10), Cllr Hodgkinson (Item 11), Cllr P Barker (Item 11) Cllr McClintock (Item 11 and 15.2.2), Cllr Gathern (Item 15.2.2), Cllr Wiffen (Item 10)

3. Minutes of the Previous Meeting

The minutes of the meeting held on 12th February 2018 with amendments to Item 12.4 loan to grant financial support were approved and signed as a true record.

PROPOSED by Cllr Wiffen **SECONDED** by Cllr P Barker

VOTE: FOR: 8 AGAINST: 0 ABSTAIN: 0 MOTION CARRIED

4. PCSO's report

PCSO Potter's report: February has been quiet. There was one reported burglary. This is a good reminder to all to be vigilant as opportunistic thieves are out there. Other reports include anti-social behaviour in Singleton Lake car park and catapulting around the lake. Anti-social behaviour at Blue Fields has been resolved. Please use 101 to report crime or complete the online reporting form on Kent Police website.

PCSO Stevenson's report: The last month saw some challenging weather with heavy snowfall and wintery conditions and consequently fewer incidents of anti-social behaviour. Currently Kent Police are clamping down on nuisance bikes in the area. Contacted the Headmasters of Wyvern School regarding parents turning right on exit

instead of left. An article will be published in the school's newsletter advising parents not to turn right. Attended a bike marking event and marked around 30 bikes. Issues of safe crossing and speeding on Tithe Barn Lane were raised. PCSO Stevenson suggested that she could organise a speed check session along Tithe Barn Lane. Another visit to Ashford School is planned.

5. KCC Community Warden Report **Written report submitted by Joanna Watts:**

This past month has thankfully seen a decline in reports of antisocial behaviour. This could be partly down to the weather but I would like to think it is more a result of the proactive policing in the area.

I have begun to notice a few people attempting to push the boundaries of the PSPO around the lake and have personally reported the violations I have witnessed myself. None of these have been by the usual suspects, so whether they are new to fishing the area and unaware is yet to be seen. I will remain vigilant about it and report all incidents as we must stay one step ahead of it as opposed to having to chase it once the warmer weather arrives.

On Wednesday of last week I encountered the lads from the Chilmington Site with their catapults at the lake. The boys legged it as soon as they saw me but this has prompted me to work together with Ani and our PCSOs in contacting the Gypsy and Traveller Unit at KCC to see if they can assist us here. It is causing distress to residents and visitors alike and must be addressed at a higher level.

The bike marking event was another success. We had the most beautiful of weather days and couldn't have been more grateful.

The recent snow brought out the best in the community and I had one of the most enjoyable days out in the community on the Tuesday of the recent snowfalls. There were so many people out with their children and dogs and it resembled an afternoon in mid-Summer, only marginally colder. Everyone was smiling and having fun and it reminded me of why I enjoy this job so much...the time I get to spend out there with the residents.

6. Caretaker's Report

The caretaker continues to litter pick, tidy the parish and cut back overgrown vegetation. Last month cut back willow from footpath around Singleton Lake near the boulders, tidied up around Singleton Village Hall, replaced padlock at Cuckoo Park. It was suggested that in the next parish newsletter a short article should advise residents that green waste thrown into bushes is classed as fly-tipping.

7. Planning Applications for Consideration this month

7.1. 17/01454/AS Little Goldwell Oast, Goldwell Lane, Great Chart, Ashford, Kent
Removal of internal wall to make one larger kitchen. Remove the windows that look out on to the garden, and a door and create a larger opening that will house two large fixed windows and two opening doors in the middle. The parish council resolved not to make any comments on this planning application due to the Listed Building status of the building and its lack of expertise.

PROPOSED by Cllr McClintock **SECONDED** by Cllr Y Barker
VOTE: FOR: 7 AGAINST: 0 ABSTAIN: 1 MOTION CARRIED

7.2. 18/00203/AS Hawthorns, Daniels Water, Great Chart, Ashford, Kent, TN26 1JU Replacement detached dwelling and outbuilding. The parish council resolved to support this planning application.

PROPOSED by Cllr McClintock **SECONDED** by Cllr Wiffen
VOTE: FOR: 7 AGAINST: 0 ABSTAIN: 1 MOTION CARRIED

7.3. 18/00228/AS 118 Running Foxes Lane, Singleton, Ashford, Kent, tN23 5LR Conversion of an integral garage in to habitable room. While the Parish Council in principle is supporting the planning application it is concerned that the conversion would result in loss of street scene. The voting:

Objecting the planning application:

PROPOSED by Cllr Y Barker **SECONDED** by Cllr Wiffen
VOTE: FOR: 2 AGAINST: 5 ABSTAIN: 1 MOTION NOT CARRIED

Supporting the planning application with note of loss of street scene.

PROPOSED by Cllr McClintock **SECONDED** by Cllr Gathern
VOTE: FOR: 5 AGAINST: 2 ABSTAIN: 1 MOTION CARRIED

7.4. 18/00261/AS 2 Honeyfield, Ashford, Kent, TN23 4XP Garage conversion to habitable room including replacement of garage door with infill and window to front elevation and additional window to rear elevation. The Parish Council resolved to support this planning application.

PROPOSED by Cllr McClintock **SECONDED** by Cllr Gathern
VOTE: FOR: 7 AGAINST: 0 ABSTAIN: 1 MOTION CARRIED

7.5. 18/00293/AS 37 Green Fields Lane, Singleton, Ashford, Kent TN23 5LH Proposed loft conversion to include rear dormers and front rooflight, single storey rear extension. The Parish Council resolved to support this planning application.

PROPOSED by Cllr McClintock **SECONDED** by Cllr Darvill
VOTE: FOR: 7 AGAINST: 0 ABSTAIN: 1 MOTION CARRIED

8. Planning Decisions

8.1 16/01854/CONB/AS Site of former Great Chart Motors, The Street, Great Chart, Ashford, Kent, TN23 3AH Discharge of condition 5 – construction statement – **Permit**

8.2 17/01907/AS Ashford Prep School, Ashford Road, Great Chart, Ashford, Kent, TN23 3DJ Variation of condition 5 (parking) on planning- **Permit**

8.3 16/01854/CONC/AS Site of former Great Chart Motors, The Street, Great Chart, Ashford, Kent, TN23 3AH- Discharge of conditions: 4- SUDS, 7- External materials & 9- Landscaping **Permit**

8.4 18/00025/AS Singleton Oast, Hoxton Close, Singleton, Kent, Construction of 6 apartments and detached 2 bedroom dwelling. – **Refuse**

8.5 18/00112/AS 5 Little Hempen, Singleton, Ashford, Kent, TN23 4YS Lawful development certificate –Proposed – Erection of a single storey rear extension and changes to fenestration to the front and side elevations.

9. Chilmington Green Planning Working Group

After an evaluation of the Planning Working group the Parish Council resolved to continue with the work of the working group.

10. Singleton Environment Centre and Singleton Spaces

The Trust has been established and the voluntary board of trustees have been meeting in the past few weeks in preparation of TCV's exit. On 9th March TCV vacated the building and the Parish council took on occupation. Cllr McClintock thanked Cllrs Willson and Wiffen for their hard work to make the transition happen. The Chair Cllr McClintock called an extraordinary meeting for Tuesday, 20th March at 6 pm to discuss the lease and to potentially execute it.

11. Great Chart Playing Field Association

An order has been placed with Playdale. Work on site will begin within seven to eight weeks after receiving the first payment a 50% of the total sum. The work will approximately take 5 weeks to complete. Cllr P Barker will bring the plans along for the next meeting.

The gate near Singleton Road has been replaced.

12. General Data Protection Regulation

The Clerk highlighted the key changes to the new regulation and its implications on the way the parish council processes data. It will be necessary to introduce new policies and arrange training for councillors. The Clerk to contact ABC regarding possible training.

13. Traffic Issues

The Parish Council received the following written update from KCC's Manager Barry Stiff regarding the A28 Road widening scheme:

- The agreed funding arrangement with the Chilmington developer is that KCC forward fund their contribution to the project, which is paid back over a 10-year period. To safeguard KCC of any risk of non-payment and to recover interest charges the Section 278 Agreement included a provision for the developer to provide a security bond prior to awarding the construction contract.

- In accordance with the requirements of the Section 278, KCC served a notice for the bond on 14 December 2017 that required the bond to be in place by 26 January 2018.
- To date this bond has not been provided by the developer and KCC are unable to award the construction phase of the project and consequently cannot commence this work.
- High level discussions have been taking place between KCC, Ashford Borough Council, Homes England and the developer to find a resolution. These are currently ongoing but at the current time there is not a solution that will allow the construction works to commence.
- To mitigate the risks of nesting birds delaying the programme any further, it was agreed that trees in programme critical areas would be removed and this work is currently ongoing. The remainder of the trees will be cleared either in the autumn, subject to a security bond, or at such time when a bond is provided, subject to the presence of nesting birds.
- Except for the vegetation clearance, KCC are unable to progress the project including any public engagement until such time that the Chilmington developer provides the security bond but there are risks that the project may not start in 2018 as previously advised.

14. Gypsy, Traveller and Travelling Show people Issues and Options

The parish council resolved to submit proposed comments by Cllr McClintock and Gathern to the consultation.

PROPOSED by Cllr McClintock **SECONDED** by Cllr Willson

VOTE: FOR: 7 AGAINST: 0 ABSTAIN: 1 MOTION CARRIED

15. Finance

15.1 Items for Payment for March and bank reconciliation

The parish council resolved to approve the payment list. Cllr Wiffen queried if the village sign percentage is correct and asked the Clerk to double check it before payment.

Approval of payment list:

PROPOSED by Cllr Wiffen **SECONDED** by Cllr Willson

VOTE: FOR: 8 AGAINST: 0 ABSTAIN: 0 MOTION CARRIED

Bank reconciliation for February month has been noted.

15.2 Grant applications

The order of the grant applications has been changed by the chair's approval.

15.2.3. Singleton Spaces

The parish council resolved to support Singleton Spaces grant applications for the sum of £5000.

Cllr Wiffen withdrew whilst the vote was conducted.

PROPOSED by Cllr Willson **SECONDED** by Cllr P Barker
VOTE: FOR: 7 AGAINST: 0 ABSTAIN: 0 MOTION CARRIED

15.2.2. St Mary's in Great Chart and Singleton

Based on the additional quotes and financial information for the strimmer the parish council resolved to approve the grant application.

PROPOSED by Cllr McClintock **SECONDED** by Cllr Wiffen
VOTE: FOR: 6 AGAINST: 0 ABSTAIN: 2 MOTION CARRIED

15.2.1. Great Chart Remembers

The parish council resolved to approve this grant request and pay £1000 from the 2017/18 grant pot and the remaining sum of £700 in the next financial year 2018/19. The monies will be used to install and audio and visual system at the church.

PROPOSED by Cllr Wiffen **SECONDED** by Cllr Gathern
VOTE: FOR: 8 AGAINST: 0 ABSTAIN: 0 MOTION CARRIED

The next item has been brought forward by the chair's approval.

19. Reports from Borough Councillors.

19.1. Cllr Barrett's report:

The TRO outside the John Wesley School will cover the exit and entrance points. At this point KCC sees no reason to join the line, however, will review it in six months.

Land outside Great Chart School: Aspire has agreed to maintain the land with the help of the parish caretaker, however, ABC does not wish to take on ownership.

20. Reports from County Councillors:

20.1. Cllr Farrell report:

- KCC is expecting a fine when the new GDPR regulations comes into force in May 2018. KCC councillors will receive training, Cllr Farrell is happy to share the slides and advise dates of training events.
- Budget: KCC took maximum amount of budget, additional £6 million from government. Additional £4 million is long overdue from the Home Office. All additional funds will be allocated to youth health, mental issues, road maintenance and to employ more social workers.
- The proposal to cut breastfeeding services has been approved.
- The Ray Allen Children's Centre at Stanhope will be demolished and rebuilt elsewhere to make way for housing development.
- The bus pass has increased by £28 and now it costs £308.
- KCC increased library charges.

16. Clerk's Report and Update on Issues not Listed Elsewhere on the agenda

Adverse weather: The end of February and beginning of March presented some harsh conditions with cold temperatures and snow on the roads making it difficult to get around. This is a good reminder that we all should look out for one and other. Ashford Borough Council has a wealth of information and guidance on what to do in

an emergency, which may be viewed via the following link:
<https://www.ashford.gov.uk/what-should-i-do-in-an-emergency>

Village Sign: I have received an update to say that the village sign making is progressing well. Hopefully at the end of Spring early Summer we will be able to install it. It would be nice to have a grand unveiling event. So if you have any ideas please let me know. I asked the artist who created the solar hands if he would be happy to unveil the sign and he said yes, of course it would be nice if Flora was present too. Any other ideas are welcome.

Training: SLCC Workshop Uckfield - I will be attending a regional training seminar at the end of March. Here many important aspects of the clerk's role will be covered and will receive an update on the GDPR and important Legal changes. Peter and I will be attending a three day First Aid course at the end of March.

17. Events Attended

Cllrs Hodgkinson, McClintock and Tate WW1 walk Great Chart

18. Public Participation

Residents reported that they did not receive the newsletter. The Clerk to follow it up with the delivery company.

37 walks took place on the same day as the Great Chart WW1 walk with the highest number participants of 41. There is going to be an Anniversary of 75 years of an attack in Ashford during WWII on 24th March.

Lorries parking on the laybys on A28 causing damage to the road and new roundabout.

A resident noted that traffic on Singleton Hill is increasing. Mock Lane is now open, however there is still problem of excessive mud on the road.

A resident is currently seeking legal advice whose responsibility the drainage maintenance is.

19.1. Cllr Blanford's report

- Additional salt supply at Haymakers Lane.
- The new street sign including Singleton Lake is up now.
- Preparing the Local Plan including the Gypsy and Travellers.
- Open to receive nominations for Civics awards to be held on 7th July 2018
- 17th May Mayor's making, 3rd June celebrations at St Mary's Great Chart and Singleton.

20.2. Cllr Simkins written report:

Regarding the concern over bus services Parish Councillors will be aware that the consultation planned for January was cancelled as KCC is having high level consultations with the bus companies regarding future services.

Arrangements will be made over the next couple of months for a series of meetings across Kent where Parish Councillors and individuals can air their views to enable KCC and the bus companies to provide a higher level of certainty for residents going forward.

In its Budget KCC reduced the projected amount that it plans to save on bus services in the current financial year from over£2 million to just under £450,000 and I can confirm that the Ashford area is not specifically affected by this particular programme cuts.

21. Correspondence

Public Byway at Chilmington Green for a distance of about 20 meters will be closed for six months starting end of March 2018.

22. Items for Information

- GDPR
- Singleton Environment Centre
- Great Chart Playing Fields

23. Date and Venue of next Meeting

The next scheduled Council meeting will be held at Singleton Village Hall on Monday, 9th April 2018 at 7.30 pm. An extraordinary meeting will be held at Singleton Environment Centre on Tuesday, 20th March 2018 at 6 pm.

The meeting closed at 10.30 pm

Signed as a true record by

Cllr Ian McClintock _____ Date: _____

PCSPECIALIST SYSTEM SUMMARY - WWW.PCSPECIALIST.CO.UK - FINANCE IS AVAILABLE FOR ORDERS ABOVE: £350.00



Case

PCS 3312B BLACK CASE

Processor (CPU)

Intel® Celeron® Dual Core Processor G5905 (3.50GHz) 2MB Cache

Motherboard

Gigabyte H410M H V2: Micro-ATX, DDR4, USB 3.2, SATA 6GBs

Memory (RAM)

8GB Corsair VENGEANCE DDR4 2400MHz (1 x 8GB)

Graphics Card

INTEGRATED GRAPHICS ACCELERATOR (GPU)

1st Storage Drive

256GB PCS 2.5" SSD, SATA 6 Gb (500MB/R, 400MB/W)

2nd Storage Drive

1TB SEAGATE BARRACUDA SATA-III 3.5" HDD, 6GB/s, 7200RPM, 64MB CACHE

External DVD/BLU-RAY Drive

8x Slim USB 2.0 External DVD-RW

Power Supply

PCS 250W 80+ BRONZE POWER SUPPLY

Power Cable

1 x 1 Metre UK Power Cable (Kettle Lead)

Processor Cooling

STANDARD CPU COOLER

Thermal Paste

STANDARD THERMAL PASTE FOR SUFFICIENT COOLING

Sound Card

ONBOARD 6 CHANNEL (5.1) HIGH DEF AUDIO (AS STANDARD)

Network Card

10/100/1000 GIGABIT LAN PORT

Wireless Network Card

WIRELESS 802.11N 300Mbps/2.4GHz PCI-E CARD

USB/Thunderbolt Options

MIN. 2 x USB 3.0 & 2 x USB 2.0 PORTS @ BACK PANEL + MIN. 2 FRONT PORTS

Operating System

Windows 10 Home 64 Bit - inc. Single Licence [KK3-00002]

Operating System Language

United Kingdom - English Language

Windows Recovery Media

Windows 10 Multi-Language Recovery Image - Unlimited Downloads from Online Account

Office Software

FREE 30 Day Trial of Microsoft 365® (Operating System Required)

Anti-Virus

BullGuard™ Internet Security - Free 90 Day License inc. Gamer Mode

Browser

Microsoft® Edge (Windows 10 Only)

Monitor

IYAMA G2440HSU-B1 24" Monitor

Keyboard & Mouse

LOGITECH® MK540 WIRELESS KEYBOARD & MOUSE COMBO

Mouse

Razer® Basilisk X Hyperspeed Wireless Mouse

Speakers

LOGITECH S150 2.0 BLACK SPEAKER SYSTEM

Webcam

ASUS Webcam C3 1080p 30 fps recording

Warranty

3 Year Standard Warranty (1 Month Collect & Return, 1 Year Parts, 3 Year Labour)

Delivery

STANDARD INSURED DELIVERY TO UK MAINLAND (MON-FRI)

Build Time

Standard Build - Approximately 10 to 12 working days

QTY	£590.00 ex VAT
1	£708.00 inc VAT and Delivery

Current estimated lead times: 10 to 12 working days.

Other Features Included As Standard...**Software**

Blu-ray viewing software is included with all Blu-ray drives.

Ports

Each computer comes with 1 x PS/2 keyboard port and either 1 x PS/2 mouse port or USB ports.

Fans

Where necessary your computer will come with extra case fans fitted.

Support

We offer lifetime **hardware** technical support and we're open Monday - Friday 9am - 8pm (Saturdays 9am - 5pm) with no expensive call charges.

Cables & Manuals

A power cable, all drivers, manuals, and a heatsink & fan are included with every order.

Service

Our computers come fully assembled & thoroughly tested. We are so confident in the quality of our computers that we offer a free collection and re-delivery service should you ever have a problem with your computer. The free collection and re-delivery period is specified within your chosen warranty option.

Installation

If you order an operating system it will come fully installed with a genuine licence key (hard-coded into your BIOS).

Packaging

Your computer will arrive in a multi-adjustable double walled computer system pack. This packaging has been specially designed for your computer and includes shock absorbing cushion foam end caps and a top fitting box with lifting handles. Internal Instapak™ packaging is included **free of charge** with certain large case/powerful GPU combinations.

Low Total Cost of Ownership

Taking into consideration our low cost telephone support, free collection warranty service* and our strive to use energy efficient components where possible, the total cost of ownership is reduced as much as possible.

Right to Cancel

Providing the goods are unused and in a resaleable condition, you have a right to cancel any order within 14 days without giving any reason. For further details on how to cancel an order, please [click here](#). Business customers excluded.

And Finally

If you are lucky enough to have seen a cheaper quote, [click here](#).

Finance Example

Personal Finance Business Finance

Representative Example:

Buy Now Pay Later (12 Months / 60)

Price:

£708.00

Deposit:

£7.08

Total Amount of Credit:

£700.92

Interest Rate:

11.24% Fixed

Deferred Period:

Nothing to pay for 12 months (If you pay off the remaining balance of £700.92 during this period no interest will be charged, however a one-off early settlement fee of £29.00 will apply).

Monthly Instalments:

48 instalments of £22.81 per month.

Representative APR:

16.9% APR Representative

Total Charge For Credit:

£393.96

Balance Payable:

£1,094.88

Total Amount Payable (Inc. Deposit):

£1,101.96

HOW MUCH CAN I BORROW?

If you are a consumer and you are looking to purchase on a finance agreement, we recommend that you check how much you might be eligible to borrow before you apply. This will not only let you know if you are likely to be approved for finance, but it will also tell you how much you could borrow!

- ✓ Does not impact your credit rating.
- ✓ Helps you to adjust the order value to within your borrowing limits.
- ✓ Helps you decide how much deposit to pay by credit card and how much to pay on a finance agreement.
- ✓ Allows you to increase or decrease the order value before you apply.
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[CHECK FINANCE ELIGIBILITY](#)



IT & Internet Consultancy

Network 79 Ltd
Suite 6b, KPC Business Centre
Canterbury Road
Ashford
Kent
TN24 0BP

01233 270270
robin@n79.net

Quotation

Singleton Environment Centre United Kingdom
--

Quote Number:	11452
Quote Date:	27/04/2021
Valid For:	7 Days
Account:	SING01
Quote Ref:	

VAT Registration No: 851671028

Qty	Description	Rate	Total	VAT
1	i5 2.9Ghz, 8Gb RAM, 480Gb SSD, built-in wifi, Keyboard+Mouse set, Windows 10, configured and installed	369.99	369.99	74.00
1	24" Monitor with built in speakers	83.33	83.33	16.67

Total Net Amount: £453.32
VAT @ 20%: £90.67
Quote Total: £543.99

SINGLETON SPACES
UNAUDITED
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

SINGLETON SPACES

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SINGLETON SPACES

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2020

Trustees
P Rogers (appointed 6 November 2018)
A Szocs (appointed 6 November 2018)
C Perring (appointed 6 November 2018)
J A Tippen (appointed 6 November 2018)
M Wiffen (appointed 6 November 2018)
T Ackrill (appointed 6 November 2018)

**Charity registered
number** 1180577

Principal office
Singleton Environment Centre
Wesley School Road
Ashford
TN23 5LW

Accountants
Magee Gammon
Chartered Accountants
Henwood House
Henwood
Ashford
Kent
TN24 8DH

SINGLETON SPACES

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

The Trustees present their annual report together with the financial statements of the Charity for the year ended 31 March 2020.

Objectives and activities

a. Policies and objectives

The Charity exists to preserve, protect and improve the natural environment for the public benefit, in particular but not exclusively by promoting and supporting the creation and maintenance of green spaces through both example and education.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

On the 11 March 2018 Singleton Spaces took over the running of the Singleton Environment Centre (SEC) from The Conservation Volunteers (TCV) that had leased the site from Ashford Borough Council (ABC) since 2008.

During the latter part of TCV's tenure, the Centre was slowly being run-down as it was felt that it was no longer viable within the organisation's revised priorities. The local parish council, Great Chart with Singleton (GCSPC) sought volunteers to form a trust to run the Centre and from this endeavour, Singleton Spaces was born.

Singleton Spaces applied for charity status with the specific aims of advancing environmental protection and improvement in Singleton, the promotion of understanding and participation in the management of open spaces and the promotion of engagement in practices of good health and well-being. To these ends, the SEC would provide a hub for information and advice, provide community and schools activities (such as practical sessions and working parties) and by engaging with public, private and voluntary sector organisations with similar purposes, working in the locality.

c. Activities undertaken to achieve objectives

To finance these ambitions the trustees recognised that the Centre's café, "Footprints" could be a significant source of revenue if it could be run as part of the Centre itself, instead of by a third-party sub-letting the space. Timing could not have been better as the previous operators were looking for a change and were pleased to transfer the business to Singleton Spaces. The transition had a successful outcome and has allowed the Centre to host many events since.

We believe that Singleton Spaces has demonstrated, within two years, that prudent management would provide a long-term future for the Centre and the charitable objects.

SINGLETON SPACES

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

Achievements and performance

a. Main achievements of the Charity

In the period from opening in March 2018 to March 2020, the centre has hosted many successful events:

Number held	Event
59	Mini Professor sessions – science classes for children
47	Ashford Repair Café sessions – all about re-use and recycling
31	Little Explorer "Buggin' About" sessions – toddler nature group
16	Environmental Art Workshops
10	"Ecokids" – Pre-school environment activity sessions
9	Nature, wildlife, and environmental talks covering bats, bird, reptiles, gardens, and biodiversity
7	Environmentally themed talks for Cubs, Brownies and Scouts
7	Card recycling workshops
6	Open/Activity days - stalls highlighting and promoting environmental products and services, reptile hunts and environmental children's activities including pond dipping
2	"Fungal Forays" – Learning about mushrooms and fungi
2	KRAG (Kent Reptile and Amphibian Group) newt survey nights
2	Kent Tree & Pond Warden Partnership – training sessions to educate participants about pond life
1	Hedgehog talk by the Kent Mammal Group
1	Wood-working Workshop – Tester session. This will become a weekly workshop commencing April 2021 (Covid permitting)

b. Factors relevant to achieve objectives

The Centre has undertaken the following developments around the site:

- Installed two wild bee boxes purely for pollination and biodiversity purposes
- Installed four "minibeast" hideouts as part of our interactive nature trail and education goals
- Installed dormouse boxes and monitoring stations and feeding boxes, hedgehog houses, created two bee and butterfly gardens, a newt "hotel" and three lizard "lounges"
- We have upgraded our allotment area and are in the process of installing raised beds in preparation for educational sessions starting Spring 2021 (Again, Covid permitting).

On behalf of the trustees I would like to thank everyone involved in bringing the extension to fruition, particularly ABC councillor for Roman Ward, Heather Hayward who was instrumental in obtaining the funding and parish council chair, Ian McClintock. Let me also extend grateful thanks to our staff, whose dedication has earned the Centre an enviable reputation in the local community, and to the trustees, volunteers all, whose hard work guides the Centre's environmental mission.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

The Trustees have considered the impact of the Covid-19 pandemic and, although it will have a significant impact on the operations in the short term, they do not believe it will effect the long term activities of the Charity.

SINGLETON SPACES

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

Financial review (continued)

b. Reserves policy

The charity aims to retain reserves equivalent to three months of operating costs. Being a new charity and due to the affects of the Covid-19 pandemic, this may take a number of years to come to fruition.

Structure, governance and management

a. Constitution

Singleton Spaces is a registered charity, number 1180577, and is constituted under a Trust deed dated 2 November 2018.

b. Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

c. Related party relationships

A number of trustees are also Parish Councillors of GCSPC who are the driving force behind the charity. The trustees believe this relationship is of benefit to the charity and that no trustee receives any personal benefit as a result of the relationship.

d. Financial risk management

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

SINGLETON SPACES

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

Plans for future periods

For most, 2020 was a very difficult year, as it was for the SEC. The forced closure of the Centre at the end of March to comply with lockdown rules meant our main source of revenue evaporated overnight. Use of the government's Furlough Scheme enabled us to keep our staff and when the initial lockdown period ended, we were able, with all the necessary precautions in place, to re-open in July. There followed a reasonably successful summer, but just when we all thought things were starting to get a little better, along came a second wave and a second lockdown, forcing us to close again. The light on the horizon was the December transition to a "tiered" system, only to discover that Kent would be in tier three, the most restrictive, which meant our options for reopening were confined to offering just a take-away service. The trustees deliberated long and hard as to whether this would be viable but decided to take an optimistic approach and give it a go, including the reintroduction of the take-away Sunday Carvery. This proved to be very popular but was to end up being short-lived as a new, more easily spread strain of the virus appeared and plunged us back into lockdown. As we moved into 2021 the trustees concluded that, for the time being, the Centre would remain closed, considering our commercial interests secondary to the elimination of the virus.

That paints a fairly grim view of last year, but it hasn't been all bad.

As our major project for 2020 Singleton Spaces, working with GCSPC and ABC, was able to win significant funding to build a two-storey extension at the bottom of the site. The extension will provide a large, dividable space for classes, meetings, or small functions. Upstairs will be an education room, which will eventually offer live wildlife coverage from cameras across the site. Outside this is a sizeable viewing platform which looks out over the nearby ancient woodland and the site earmarked for a new planting of greater than 6,500 trees. We have also been able to include a proper office for the centre manager, who had previously been using a small cupboard in the main building as his office! At the time of writing, the extension is not quite finished (mainly due to delays resulting from the pandemic), but it is expected to be fully open by summer 2021.

Working with ABC, we were able to negotiate the replacement and re-siting of the car-park lighting, a much-needed project to improve safety.

SINGLETON SPACES

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

Statement of Trustees' responsibilities


The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They 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.

Approved by order of the members of the board of Trustees on 31 March 2021 and signed on their behalf by:


.....
M Wiffen
(Chair of Trustees)

SINGLETON SPACES

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2020

Independent examiner's report to the Trustees of Singleton Spaces ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2020.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:



Dated: 31 March 2021

Roland Parry

FCA

Henwood House, Henwood, Ashford, Kent, TN24 8DH

SINGLETON SPACES

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

	Note	Restricted funds 12 months ended 31 March 2020 £	Unrestricted funds 12 months ended 31 March 2020 £	Total funds 12 months ended 31 March 2020 £	<i>Total funds 13 months ended 31 March 2019 £</i>
Income from:					
Donations and legacies	3	150	5,589	5,739	14,024
Charitable activities	4	-	233,534	233,534	230,784
Total income		150	239,123	239,273	244,808
Expenditure on:					
Charitable activities	5	-	255,010	255,010	216,372
Total expenditure		-	255,010	255,010	216,372
Net income/(expenditure)		150	(15,887)	(15,737)	28,436
Transfers between funds	15	(150)	150	-	-
Net movement in funds		-	(15,737)	(15,737)	28,436
Reconciliation of funds:					
Total funds brought forward		-	28,436	28,436	-
Net movement in funds		-	(15,737)	(15,737)	28,436
Total funds carried forward		-	12,699	12,699	28,436

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 10 to 21 form part of these financial statements.

SINGLETON SPACES

BALANCE SHEET
AS AT 31 MARCH 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	10	13,848	8,719
Current assets			
Stocks	11	2,659	2,685
Debtors	12	4,397	11,549
Cash at bank and in hand		14,790	12,821
		21,846	27,055
Creditors: amounts falling due within one year	13	(22,995)	(7,338)
Net current liabilities / assets		(1,149)	19,717
Total net assets		12,699	28,436
Charity funds			
Restricted funds	15	-	-
Unrestricted funds	15	12,699	28,436
Total funds		12,699	28,436

The financial statements were approved and authorised for issue by the Trustees on 31 March 2021 and signed on their behalf by:



M Wiffen
 (Chair of Trustees)

The notes on pages 10 to 21 form part of these financial statements.

SINGLETON SPACES

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

1. General information

Singleton Spaces is a charity registered in England and Wales under number 1180577. The principal office is Singleton Environment Centre, Wesley School Road, Ashford, Kent, TB23 5LW.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Singleton Spaces meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

SINGLETON SPACES

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

2. Accounting policies (continued)

2.4 Tangible fixed assets and depreciation

Tangible fixed assets costing £150 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Plant and machinery	-	15%
Fixtures and fittings	-	15%
Computer equipment	-	25%

2.5 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

2.6 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.8 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.9 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

SINGLETON SPACES

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

2. Accounting policies (continued)

2.10 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.11 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

3. Income from donations and legacies

	Restricted funds 12 months ended 31 March 2020 £	Unrestricted funds 12 months ended 31 March 2020 £	Total funds 12 months ended 31 March 2020 £
Donations	-	5,589	5,589
Grants	150	-	150
	<u>150</u>	<u>5,589</u>	<u>5,739</u>

	<i>Restricted funds 13 months ended 31 March 2019 £</i>	<i>Unrestricted funds 13 months ended 31 March 2019 £</i>	<i>Total funds 13 months ended 31 March 2019 £</i>
Donations	-	3,624	3,624
Grants	5,400	5,000	10,400
	<u>5,400</u>	<u>8,624</u>	<u>14,024</u>

SINGLETON SPACES

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

4. Income from charitable activities

	Unrestricted funds 12 months ended 31 March 2020 £	Total funds 12 months ended 31 March 2020 £
Cafe	145,522	145,522
Conference Hire and Catering	69,412	69,412
Rental Income	18,600	18,600
	233,534	233,534
	233,534	233,534
	<i>Unrestricted funds 13 months ended 31 March 2019 £</i>	<i>Total funds 13 months ended 31 March 2019 £</i>
Cafe	142,124	142,124
Conference Hire and Catering	71,097	71,097
Rental Income	17,563	17,563
	230,784	230,784
	230,784	230,784

SINGLETON SPACES

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

5. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 12 months ended 31 March 2020 £	Total funds 12 months ended 31 March 2020 £
Environment Centre	255,010	255,010

	<i>Unrestricted funds 13 months ended 31 March 2019 £</i>	<i>Total funds 13 months ended 31 March 2019 £</i>
Environment centre	216,372	216,372

6. Analysis of expenditure by activities

	Activities undertaken directly 12 months ended 31 March 2020 £	Support costs 12 months ended 31 March 2020 £	Total funds 12 months ended 31 March 2020 £
Environment Centre	251,510	3,500	255,010

	<i>Activities undertaken directly 13 months ended 31 March 2019 £</i>	<i>Support costs 13 months ended 31 March 2019 £</i>	<i>Total funds 13 months ended 31 March 2019 £</i>
Environment Centre	215,772	600	216,372

SINGLETON SPACES

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

6. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 12 months ended 31 March 2020 £	Total funds 13 months ended 31 March 2019 £
Staff costs	143,965	118,679
Depreciation	2,192	1,043
Cafe supplies	63,557	57,488
Utilities	9,781	9,788
Building and grounds maintenance	5,108	3,114
Centre operating supplies	6,817	3,909
Cleaning and janitorial	3,756	4,098
Health and safety and security	1,658	3,400
Waste management	1,662	2,201
Communications and IT	3,870	4,021
Subscriptions	642	602
Marketing	296	2,964
Educational and environmental activities	3,730	1,388
Uniforms and staff welfare	1,047	1,531
Banking, insurance and administration	3,429	1,546
	<u>251,510</u>	<u>215,772</u>

Analysis of support costs

	Total funds 12 months ended 31 March 2020 £	Total funds 13 months ended 31 March 2019 £
Accountancy	2,000	-
Professional fees	1,500	600
	<u>3,500</u>	<u>600</u>

SINGLETON SPACES

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

7. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £2,000 (2019 - £ -).

8. Staff costs

	12 months ended 31 March 2020 £	<i>13 months ended 31 March 2019 £</i>
Wages and salaries	131,249	110,276
Social security costs	9,354	7,292
Contribution to defined contribution pension schemes	3,362	1,111
	143,965	<i>118,679</i>
	143,965	<i>118,679</i>

The average number of persons employed by the Charity during the year was as follows:

	12 months ended 31 March 2020 No.	<i>13 months ended 31 March 2019 No.</i>
Staff	5	4
	5	<i>4</i>
	5	<i>4</i>

No employee received remuneration amounting to more than £60,000 in either year.

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2019 - £NIL).

During the year ended 31 March 2020, no Trustee expenses have been incurred (2019 - £NIL).

SINGLETON SPACES

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

10. Tangible fixed assets

	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Total £
Cost or valuation				
At 1 April 2019	8,526	688	548	9,762
Additions	4,153	2,869	299	7,321
At 31 March 2020	<u>12,679</u>	<u>3,557</u>	<u>847</u>	<u>17,083</u>
Depreciation				
At 1 April 2019	830	76	137	1,043
Charge for the year	1,707	304	181	2,192
At 31 March 2020	<u>2,537</u>	<u>380</u>	<u>318</u>	<u>3,235</u>
Net book value				
At 31 March 2020	<u>10,142</u>	<u>3,177</u>	<u>529</u>	<u>13,848</u>
At 31 March 2019	<u>7,696</u>	<u>612</u>	<u>411</u>	<u>8,719</u>

11. Stocks

	2020 £	2019 £
Finished goods and goods for resale	<u>2,659</u>	<u>2,685</u>

12. Debtors

	2020 £	2019 £
Due within one year		
Trade debtors	4,397	8,864
Other debtors	-	2,685
	<u>4,397</u>	<u>11,549</u>

SINGLETON SPACES

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

13. Creditors: Amounts falling due within one year

	2020	2019
	£	£
Trade creditors	11,385	7,338
Other taxation and social security	9,610	-
Accruals and deferred income	2,000	-
	22,995	7,338

14. Financial instruments

	2020	2019
	£	£
Financial assets		
Financial assets measured at fair value through income and expenditure	14,790	12,821
	14,790	12,821

Financial assets measured at fair value through income and expenditure comprise cash and bank balances.

SINGLETON SPACES

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

15. Statement of funds

Statement of funds - current year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Unrestricted funds					
General Funds - all funds	28,436	239,123	(255,010)	150	12,699
Restricted funds					
Great Chart with Singleton Parish Council	-	150	-	(150)	-
Total of funds	28,436	239,273	(255,010)	-	12,699

Statement of funds - prior year

	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2019 £
Unrestricted funds				
General Funds - all funds	239,408	(216,372)	5,400	28,436
Restricted funds				
Great Chart with Singleton Parish Council	1,400	-	(1,400)	-
Ashford Borough Council	4,000	-	(4,000)	-
	5,400	-	(5,400)	-
Total of funds	244,808	(216,372)	-	28,436

The grants received from the Great Chart with Singleton Parish Council and Ashford Borough Council were for specific capital purchases and were fully expensed in the year of receipt.

SINGLETON SPACES

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

16. Summary of funds

Summary of funds - current year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
General funds	28,436	239,123	(255,010)	150	12,699
Restricted funds	-	150	-	(150)	-
	<u>28,436</u>	<u>239,273</u>	<u>(255,010)</u>	<u>-</u>	<u>12,699</u>

Summary of funds - prior year

	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2019 £
General funds	239,408	(216,372)	5,400	28,436
Restricted funds	5,400	-	(5,400)	-
	<u>244,808</u>	<u>(216,372)</u>	<u>-</u>	<u>28,436</u>

SINGLETON SPACES

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

17. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	13,848	13,848
Current assets	21,846	21,846
Creditors due within one year	(22,995)	(22,995)
Total	12,699	12,699

Analysis of net assets between funds - prior period

	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Tangible fixed assets	8,719	8,719
Current assets	27,055	27,055
Creditors due within one year	(7,338)	(7,338)
Total	28,436	28,436

18. Pension commitments

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £3,362 (2019 - £1,111). A total of £Nil (2019 - £NIL) was payable to the fund at the balance sheet date and are included in creditors.

19. Operating lease commitments

The Charity leases the property at a peppercorn rate over a period of 25 years to 2033.

20. Related party transactions

The Charity is related to Great Chart with Singleton Parish Council by virtue of some trustees also being parish councillors. The property is leased from the Parish Council and the Parish Council provided a grant in the year. The trustees act independently to the Parish Council.

In other respects, the Charity had no transactions with related parties (2019 - £Nil).



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