



Company No. 05386537

Report and Financial Statements

For The Year Ended

31st March 2015

Supported By:

The **co-operative**
enterprise hub

The Midcounties **Co-operative**
midcounties.coop

Contents of the Report and Accounts for the year ended 31st March 2015

| | Page |
|-----------------------------------|-------------|
| Chair's Report | 3 to 5 |
| Company Information | 6 |
| Directors Report | 7 to 8 |
| Income & Expenditure Account..... | 9 |
| Balance Sheet | 10 |
| Notes to the Accounts | 11 |

Annual Review 2014 - 15

It has been another busy year for Co-operatives South East and its members. We have used a rolling Chair for our Board Meetings, as initiated last year and this continues to work well although we are seeking to recruit a Chair and Treasurer to the Board.

Here are some of the highlights of the last year:

Governance & Membership

Over the year James Mathie and Donald Morrison stood down from the Board. We welcomed Mike Hedgethorpe of the Co-operative Group to the Board although he has since stood down due to changes within the Group. We also welcomed Nathan Brown of Co-operantics. We currently have eight vacancies on the Board, including positions for Chair and Treasurer.

We held six Board meetings in the year with one held successfully via teleconference and we intend to use this method for at least one Board meeting next year. Other Board meetings were scheduled to coincide with our Principle Six events and attendees to these events were invited to observe these Board meetings.

This year we launched our new membership leaflet which has enabled us to promote membership around our region. This has been promoted at all our events and is available for members or others to have for their own events.

Over the year we have welcomed five new members taking our current membership total to 57.



Marketing and Communications



We have continued to engage with both existing members and wider audiences using our Twitter account [@cooperativesse](https://twitter.com/cooperativesse). We joined Twitter in September 2010 and since then have grown our following to nearly 700 and have sent out just over 700 Tweets in the same time period. We engage with [@coopshour](https://twitter.com/coopshour) and use our Twitter account to promote our own activity as well as that of our members. We also endeavour to link in with general co-operatives news from the local to international level and which we think may be of relevance and interest to our followers.

We will continue to engage with existing and potential members and aim to grow our presence on Twitter. We encourage our members to follow our tweets and offer to re-tweet their news. We now also request details of members' social media accounts on our membership application form so we can connect with them early on.

Member Engagement

Our Annual Conference, normally held in March each year, was planned but had to be cancelled this year due to low booking numbers.

Due to this cancellation we have focused our events activity on localised Principle Six networking events. The first of these was held in Oxford and coincided with our AGM in October 2014 and was an evening event. The event was led by Sion Whellens of Calverts and Principle Six who took us through the session of high energy networking. The event was attended by 16 people comprising both existing members and those who were new to our work. The event was aimed at understanding and supporting existing co-operative networks in the area and we hope to see this come to fruition soon.

Our second Principle Six event was held in Southampton in April, just outside the year we are reporting on. This was attended by ten people and took the form of a breakfast networking event, followed by a Board meeting. Although attended by fewer people, the event has resulted in strengthened networks already with an event being planned by Cooperantics and Rice Up Wholefoods.

We communicate regularly with our members via our e-bulletin which is also forwarded onto non-member co-operatives across the south east quarterly. Once a year this e-bulletin is forwarded to external contacts and previous event attendees to further promote the organisation.

Members are offered the opportunity to promote their news and events in the e-bulletin and many also follow our twitter feed or use it to promote their tweets.

Work with Co-operatives UK

As always we have continued to work in close partnership with Co-operatives UK (the trade association for co-operative enterprises). They help to provide information and contacts which we use at a regional level. We endeavour to attend meetings with other Regional Co-operatives organised by Co-operatives UK. Staff from Co-operatives UK have also joined some of our CSE Board meetings this year.

Our Thanks

None of the work that we do would be possible without the support of our funders; The Midcounties Co-operative and The Co-operative Enterprise Hub. We would like to give them our heartfelt thanks.

The co-operative
enterprise hub

The Midcounties Co-operative

Also, our thanks go to Kathy O’Keeffe who works tirelessly on behalf of Co-operatives South East and keeps the Board in order.

Many thanks also to the Board who continue to work hard on behalf of Co-operatives South East. They are:

- Nathan Brown (from Oct 2014)
- Nadiya Donovan
- Graham Hammond
- Mike Hedgethorpe (February to April 2015)
- James Mathie (to Oct 2014)
- Brian Morley
- Donald Morrison (to Oct 2014)
- Sally Reith
- Andy Syrett

Co-operatives South East Limited Financial Statements for the year ended 31st March 2015

Company Information

| | |
|---------------------------|--|
| Legal Status: | Company Limited by Guarantee |
| Company Number: | 05386537 |
| Directors: | Nathan Brown (appointed Oct 2014) Nadiya Donovan Graham Hammond Mike Hedgethorpe (resigned Apr 2014) James Mathie (resigned Oct 2014) Brian Morley Donald Morrison (resigned Oct 2014) Sally Reith Andrew Syrett |
| Secretary: | Graham Hammond |
| Registered Office: | 1st Floor Persimmon House Anchor Boulevard Crossways Dartford Kent DA2 6QH |
| Bankers: | The Co-operative Bank P O Box 250 Delf House Southway Skelmersdale WN8 6WT |

Co-operatives South East Limited Financial Statements for the year ended 31st March 2015

Directors' Report

The Directors present their report and financial statements for the year ended 31st March 2015.

Principal Activities

The Company's principal activities are:

- a) Representation and promotion of Co-operative values and principles.
- b) Raise the profile of the Co-operative sector in the South East of England region.
- c) Representation of the Co-operative Sector within regional and where appropriate national forums and media.
- d) Facilitation of the provision of services to members that will assist them to develop as co-operatives, sustainable enterprises and contributors to the well-being of communities in the region.
- e) Involve members and potential members in the wider Co-operative Movement and in particular in active membership of Co-operatives UK.
- f) The building of partnership structures and arrangements within organisations with similar objectives.

Directors

The Directors who served during the year and in the period up to signing the accounts were as follows:

Nathan Brown
Nadiya Donovan
Graham Hammond
Mike Hedgethorpe
James Mathie
Brian Morley
Donald Morrison
Sally Reith
Andrew Syrett

Governing Document

Co-operatives South East Limited is a Company limited by guarantee. It was incorporated on 9th March 2007 and commenced trading on 10th March 2007.

The Company was established under a Memorandum of Association which established the objects and powers of the Company and is governed under its Articles of Association.

Results

The results are as set out in the Income and Expenditure account.

Directors Responsibilities

The Directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accepted Accounting Practice

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit and loss for that period. In preparing those financial statements the Directors are required to:

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

The Directors are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the Company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

.....
Andrew Syrett - Director

Company No. 05386537

Company Name: Co-operatives South East Limited

Income and Expenditure Account
For the year ended 31st March 2015

| | Note | 2015 | | 2014 |
|--|------|--------------|------------|-------|
| | | Unrestricted | Designated | Total |
| INCOME | | | | |
| Bank Interest | | 28 | | 28 |
| Grants | 1 | 6,000 | | 8,000 |
| Other | | 0 | | 30 |
| Total Income | | 6,028 | | 8,058 |
| EXPENDITURE | | | | |
| AGM / Events | | 3,133 | | 1,828 |
| Directors Expenses | | 302 | | 348 |
| Sundry Costs | | 33 | | 0 |
| Management & Administration | | 2,875 | | 1,875 |
| Printing / Advertising | | 43 | | 1,420 |
| Co-ops Fortnight Bursaries | | | 0 | 500 |
| Total Expenditure | | 6,386 | 0 | 5,971 |
| Surplus (Deficit) for the year prior to taxation | | (358) | 0 | 2,087 |
| Taxation | | (6) | | (6) |
| Surplus (Deficit) for the year after taxation | | (364) | 0 | 2,081 |
| Transfers | | | | |
| Retained Surplus (Deficit) | | (364) | 0 | 2,081 |

Company No. 05386537

Company Name: Co-operatives South East Limited

Balance Sheet as at 31/03/2015

| | Note | 2015 | | | 2014 |
|--|------|--------------|------------|--------|--------|
| | | Unrestricted | Designated | Total | Total |
| Fixed Assets | | 0 | | 0 | 0 |
| Current Assets | | | | | |
| Debtors & Prepayments | 2 | 399 | | 399 | 274 |
| Bank Accounts | | 16,957 | 678 | 17,635 | 19,522 |
| Cash in Hand | | 0 | | 0 | 0 |
| | | 17,356 | 678 | 18,034 | 19,796 |
| Creditors: | | | | | |
| Amounts falling due within one year | 3 | 28 | | 28 | 1,426 |
| Net Current Assets/ Liabilities | | 17,328 | 678 | 18,006 | 18,370 |
| Creditors: Amounts Falling Due After More Than One Year | | 0 | 0 | 0 | 0 |
| Net Assets | | 17,328 | 678 | 18,370 | 18,370 |
| Capital & Reserves: | | | | | |
| Income & Expenditure Account | | 17,692 | 678 | 18,370 | 16,289 |
| Surplus (Loss) for the year | | (364) | 0 | (364) | 2,081 |
| | | 17,328 | 678 | 18,006 | 18,370 |

- (a) For the year ending 31st March 2015 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.
- (b) The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- (c) The Directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.
- (d) These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective 2008)

Approved by the Board of Directors on

and signed on their behalf by Andrew Syrett, Director

Company No. 05386537

Company Name: Co-operatives South East Limited

Notes to the Financial Statements

For the year ended 31st March 2015

| | | | |
|----------|-----------------------------------|--------------|--------------|
| 1 | Grant Income | 2015 | 2014 |
| | The Co-operative Enterprise Hub * | 3,300 | 5,500 |
| | Co-operatives UK | 700 | 1,000 |
| | Mid Counties Co-operative Society | <u>2,000</u> | <u>2,000</u> |
| | | 6,000 | 8,000 |
| | | | |
| 2 | Debtors | 2015 | 2014 |
| | Bank Interest Receivable | 3 | 4 |
| | Prepayments | 396 | 0 |
| | Other Debtors | <u>0</u> | <u>270</u> |
| | | 399 | 2,548 |
| | | | |
| 4 | Creditors | 2015 | 2014 |
| | Trade Creditors | 22 | 1,420 |
| | Corporation Tax | <u>6</u> | <u>6</u> |
| | | 28 | 1,426 |

- This funding will cease at the end of this financial year

Company Secretary: Kathy O'Keeffe
c/o Co-operative Futures, City Works, Alfred street, Gloucester, GL1 4DF
Telephone: 01452 543030 E-mail: info@cooperatives-se.coop
Company Number 5386537