

Company Registration No. 281504 (Republic of Ireland)

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY  
GUARANTEE**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

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**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**COMPANY INFORMATION**

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**Directors** Adrian Dunlevy  
Frank Comerford  
Marian Duffy  
Brian Buckley  
Maura Dowling  
Sean Scanlon  
Eamonn Elliis  
Monsignor Brendan Byrne (Appointed 2 September 2019)

**Secretary** Frank Comerford

**Company number** 281504

**Registered charity number** 20038755

**Registered office** Community Services Centre  
St Joseph's Road  
Carlow.

**Auditor** Lalor O'Shea McQuillan  
Chartered Accountants and Statutory Audit Firm  
44 Tullow Street  
Carlow

**Business address** Community Services Centre  
St Joseph's Road  
Carlow.

**Bankers** Allied Irish Bank  
36/37 Tullow Street  
Carlow

**Solicitors** A.B. Jordan & Co  
College Street,  
Carlow.

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**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**DIRECTORS' REPORT**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

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

**Principal activities**

St. Catherine's Community Services Centre CLG is a registered charity (CHY12882) and community and voluntary agency based in Carlow town. The Centre delivers a wide range of services to communities, groups and individuals on a local, countywide and regional basis that are responsive to identified needs.

St. Catherine's use community development principles to build capacity within disadvantaged communities thereby empowering communities to identify and meet needs in their areas and contribute to the development of policies locally and nationally to support this process.

**Mission:**

Our mission is to provide quality services responsive to local needs, based on equality, diversity, justice and inclusion with a view to empowering and enriching individuals, families and communities in Carlow and its environs.

**Programmes and Services:**

- Services for older people including Meals on Wheels and Socially Monitored Alarms/Senior Alert Service.
- Early Years Childcare in St. Catherine's and the Kilkenny Road Community Childcare and Family Centre.
- Family Support including the St. Catherine's/Tusla Access and Family Support programme and the Carlow/Kilkenny and South Tipperary Teen Parent Support programme.
- Education, Training and Development including Community and Parental Education encompassing Learning for Everyday Life, Preparation for Work, Evening Classes and Adult Education.
- Education and training programmes including Moving On Programme and the Carlow Catalyst Programme for Women.
- Making Connections one to one educational support for people who have become disconnected from mainstream training and education.
- Traveller Programmes including Community Development, Traveller Men's Health and Primary Health Care.
- New Communities support including the Carlow Refugee Resettlement Project and International Women's Groups.

St. Catherine's Community Services Centre CLG is committed to ensuring the participation of individuals and groups most at risk of poverty and social exclusion. This includes young mothers, lone parents and their children, the Traveller Community, new communities, young people and marginalised people and families.

**Fair review of the business**

The results for the year and the financial position at the year end were considered satisfactory by the directors.

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**DIRECTORS' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**Principal risks and uncertainties**

The company relies principally on public funding to deliver its services. As such, it is subject to annual agreement of budgets, determination of service level agreement funding and increasingly stringent and specific governance compliance arrangements. The company may be affected by changes to government public funding policy particularly in light of the Covid 19 pandemic.

St. Catherine's has a Risk Management policy in place. It is St. Catherine's policy to conduct a risk assessment annually and this is reviewed by the Audit Committee and presented to the full Board of Directors.

The risks to St. Catherine's are categorised under five headings: Governance and Management, Operational, Financial, Compliance and Environmental. Each identified risk is scored in terms of the likelihood of it happening and the impact of the risk if it were to happen. The scores for Likelihood and Impact are multiplied to give the gross risk score.

The Risk Management Register identifies the highest risk areas. A written strategy for managing each risk is included that lists risk mitigation steps and controls to reduce the risk. The highest rated risks identified in 2019 are the dependency on annual Government funding, potential changes in Government policy, retention of staff and pressure on space within St. Catherine's. As part of St Catherine's Covid 19 Response Plan we have developed an additional risk assessment for Covid 19, outlining potential risks and responses for the organisation as a whole and for our childcare services.

St Catherine's also has a statutory obligation to prepare and review annually a Child Safeguarding Statement which includes a comprehensive Risk Assessment focussed on children in our service.

**Directors and secretary**

The directors who held office during the year and up to the date of signature of the financial statements were as follows:

Adrian Dunlevy  
Frank Comerford

Tom Little

(Resigned 2 September 2019)

Marian Duffy

Brian Buckley

Maura Dowling

Sean Scanlon

Eamonn Elliis

Monsignor Brendan Byrne

(Appointed 2 September 2019)

Frank Comerford held the office of secretary during the year and up to the date of signature of the financial statements.

**Results and dividends**

The results for the year are set out on page 7.

**Supplier payment policy**

The directors acknowledge their responsibility for ensuring compliance, in all material respects, with the provisions of the European Communities (Late Payment in Commercial Transactions) Regulations 2012. Procedures have been implemented to identify the dates upon which invoices fall due for payment and to ensure that payments are made by such dates. Such procedures provide reasonable assurance against material non-compliance with the Regulations. The payment policy during the year under review was to comply with the requirements of the Regulations.

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**DIRECTORS' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**Accounting records**

The company's directors are aware of their responsibilities, under sections 281 to 285 of the Companies Act 2014 as to whether in their opinion, the accounting records of the company are sufficient to permit the financial statements to be readily and properly audited and are discharging their responsibility by:

- employing qualified and experienced staff, and
- ensuring that sufficient company resources are available for the task, and
- liaising with the company's auditors.

The accounting records are held at the company's registered office, Community Services Centre St Joseph's Road Carlow.

**Post reporting date events**

There have been no significant events affecting the company since the year end.

**Future developments**

Given the impact of the Covid 19 pandemic and the uncertainty this has created around funding and the future configuration of community services we will not be proceeding with our plan to extend our premises on St. Joseph's Road in 2020. This will be reviewed again in 2021 based on an assessment of the need for existing and new services and the likelihood of securing funding.

**Auditor**

In accordance with the Companies Act 2014, section 383(2), Lior O'Shea McQuillan continue in office as auditor of the company.

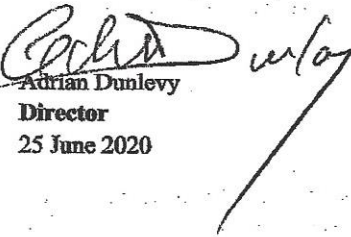
**Statement of disclosure to auditor**

Each of the directors in office at the date of approval of this annual report confirms that:

- so far as the director is aware, there is no relevant audit information of which the company's auditor is unaware, and
- the director has taken all the steps that he / she ought to have taken as a director in order to make himself / herself aware of any relevant audit information and to establish that the company's auditor is aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of section 330 of the Companies Act 2014.

On behalf of the board

  
Adrian Dunlevy  
Director  
25 June 2020

  
Frank Comerford  
Director  
25 June 2020

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**DIRECTORS' RESPONSIBILITIES STATEMENT**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

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

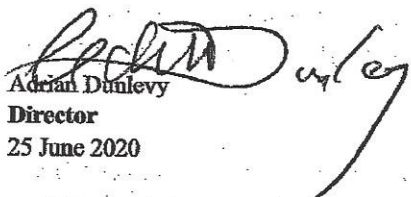
Irish company law requires the directors to prepare financial statements for each financial year. Under that law, the directors have elected to prepare the financial statements in accordance with Companies Act 2014 and FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (Generally accepted Accounting Practice in Ireland) issued by the Financial Reporting Council. Under company law, the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the assets, liabilities and financial position of the company as at the financial year end date and of the surplus or deficit of the company for that financial year and otherwise comply with the Companies Act 2014.


In preparing these financial statements, the directors are required to:

- select suitable accounting policies for the company financial statements and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with applicable accounting standards, identify those standards, and note the effect and the reasons for any material departure from those standards; 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 ensuring that the company keeps or causes to be kept adequate accounting records which correctly explain and record the transactions of the company, enable at any time the assets, liabilities, financial position and surplus or deficit of the company to be determined with reasonable accuracy, enable them to ensure that the financial statements and Directors' Report comply with the Companies Act 2014 and enable the financial statements to be audited. 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.

On behalf of the board

  
Adrian Dunlevy  
Director  
25 June 2020

  
Frank Comerford  
Director

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT**

**TO THE MEMBERS OF ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

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**Opinion**

We have audited the financial statements of St. Catherines Community Services Centre Company Limited By Guarantee (the 'company') for the year ended 31 December 2019 which comprise the statement of income and retained earnings, the balance sheet, the statement of cash flows and the related notes. The relevant financial reporting framework that has been applied in their preparation is the Companies Act 2014 and FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*.

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 December 2019 and of its surplus for the year then ended;
- have been properly prepared in accordance with FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*; and
- have been prepared in accordance with the requirements of the Companies Act 2014.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (Ireland) (ISAs (Ireland)) and applicable law. Our responsibilities under those standards are further described in the Auditor's *responsibilities for the audit of the financial statements* section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (Ireland) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**Other information**

The directors are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Opinions on other matters prescribed by the Companies Act 2014**

Based solely on the work undertaken in the course of the audit, we report that in our opinion:

- the information given in the directors' report is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

We have obtained all the information and explanations which we consider necessary for the purposes of our audit.

In our opinion the accounting records of the company were sufficient to permit the financial statements to be readily and properly audited, and the financial statements are in agreement with the accounting records.

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**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

**TO THE MEMBERS OF ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

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**Matters on which we are required to report by exception**

Based on the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified any material misstatements in the directors' report.

We have nothing to report in respect of our obligation under the Companies Act 2014 to report to you if, in our opinion, the disclosures of directors' remuneration and transactions specified by sections 305 to 312 of the Act are not made.

**Responsibilities of directors for the financial statements**

As explained more fully in the directors' responsibilities statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (Ireland) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the IAASA's website at: [http://www.iaasa.ie/Publications/Auditing-standards/International-Standards-on-Auditing-for-use-in-Ire/International-Standards-on-Auditing-\(Ireland\)/ISA-700-\(Ireland\)](http://www.iaasa.ie/Publications/Auditing-standards/International-Standards-on-Auditing-for-use-in-Ire/International-Standards-on-Auditing-(Ireland)/ISA-700-(Ireland)). This description forms part of our auditor's report.

**Use of our report**

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Padraic Lalor**  
for and on behalf of Lalor O'Shea McQuillan  
Chartered Accountants and Statutory Audit Firm  
44 Tullow Street  
Carlow

25 June 2020

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE****STATEMENT OF INCOME AND RETAINED EARNINGS****FOR THE YEAR ENDED 31 DECEMBER 2019**

	Notes	2019 €	2018 €
<b>Income</b>	<b>3</b>		
<b>Restricted income:</b>			
Core programme grant funding		1,661,914	1,637,484
Other grants and donations		8,965	5,499
<b>Unrestricted income:</b>			
Rent received		43,927	45,377
Service and activity fees		210,457	210,076
Other income and donations		490	583
		<u>1,925,753</u>	<u>1,899,019</u>
Administrative and programme expenses		(1,914,093)	(1,819,600)
Other operating income		5,993	6,624
		<u>17,653</u>	<u>86,043</u>
<b>Operating surplus</b>	<b>5</b>	<b>17,653</b>	<b>86,043</b>
Interest receivable and similar income	<b>7</b>	106	404
		<u>17,759</u>	<u>86,447</u>
<b>Surplus before taxation</b>		<b>17,759</b>	<b>86,447</b>
Tax on deficit		-	-
		<u>17,759</u>	<u>86,447</u>
<b>Surplus for the financial year</b>		<b>17,759</b>	<b>86,447</b>
Retained earnings brought forward		843,924	757,477
		<u>861,683</u>	<u>843,924</u>
Retained earnings carried forward		861,683	843,924

The Income and Expenditure Account has been prepared on the basis that all operations are continuing operations.

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET**

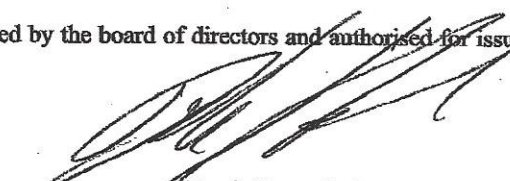
**AS AT 31 DECEMBER 2019**

	Notes	2019		2018	
		€	€	€	€
<b>Fixed assets</b>					
Tangible assets	8		101,934		51,654
<b>Current assets</b>					
Debtors	10	163,904		94,004	
Cash at bank and in hand		1,120,940		1,189,739	
		<u>1,284,844</u>		<u>1,283,743</u>	
<b>Creditors: amounts falling due within one year</b>	11	<u>(491,445)</u>		<u>(476,729)</u>	
<b>Net current assets</b>			<u>793,399</u>		<u>807,014</u>
<b>Total assets less current liabilities</b>			<u>895,333</u>		<u>858,668</u>
<b>Creditors: amounts falling due after more than one year</b>			<u>(33,650)</u>		<u>(14,744)</u>
<b>Net assets</b>			<u>861,683</u>		<u>843,924</u>
<b>Reserves</b>					
Income and expenditure account	15		<u>861,683</u>		<u>843,924</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with Financial Reporting Statement 102 'The Financial Statement Reporting Standard applicable in the UK and Republic of Ireland'.

The financial statements were approved by the board of directors and authorised for issue on 25 June 2020 and are signed on its behalf by:

  
Adrian Dunlevy  
Director

  
Frank Comerford  
Director

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE****STATEMENT OF CASH FLOWS****FOR THE YEAR ENDED 31 DECEMBER 2019**

	Notes	2019 €	€	2018 €	€
<b>Cash flows from operating activities</b>					
Cash generated from operations	18		5,694		192,517
<b>Investing activities</b>					
Purchase of tangible fixed assets		(74,599)		(24,907)	
Interest received		106		404	
<b>Net cash used in investing activities</b>			(74,493)		(24,503)
<b>Net cash used in financing activities</b>			-		-
<b>Net (decrease)/increase in cash and cash equivalents</b>			(68,799)		168,014
Cash and cash equivalents at beginning of year			1,189,739		1,021,725
<b>Cash and cash equivalents at end of year</b>			<u>1,120,940</u>		<u>1,189,739</u>

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**1 Accounting policies**

**Company information**

St. Catherines Community Services Centre Company Limited By Guarantee is a limited company domiciled and incorporated in Republic of Ireland. The registered office is Community Services Centre, St Joseph's Road, Carlow, and it's company registration number is 281504.

**1.1 Accounting convention**

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2014.

The financial statements are prepared in euros, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest €.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

**1.2 Going concern**

At the time of approving the financial statements, the directors have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Thus the directors continue to adopt the going concern basis of accounting in preparing the financial statements.

**1.3 Income and expenditure**

Government grants are accounted for using the accrual model. Grants relating to revenue are recognised in income on a systematic basis over the periods in which the company recognises the related costs for which the grant is intended to compensate. Grants received before the revenue recognition criteria are satisfied are recognised as a liability.

Fee income, donations, rental income and sundry income are recognised when receivable.

Expenses are included in the financial statements as they become due and include VAT where applicable as the company cannot reclaim it.

**1.4 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings Leasehold	10% straight line
Fixtures, fittings & equipment	12.5% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to surplus or deficit

**1.5 Impairment of fixed assets**

At each reporting period end date, the company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, the company estimates the recoverable amount of the cash-generating unit to which the asset belongs.

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

**1 Accounting policies**

**(Continued)**

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset (or cash-generating unit) is estimated to be less than its carrying amount, the carrying amount of the asset (or cash-generating unit) is reduced to its recoverable amount. An impairment loss is recognised immediately in surplus or deficit, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset (or cash-generating unit) is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset (or cash-generating unit) in prior years. A reversal of an impairment loss is recognised immediately in surplus or deficit, unless the relevant asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

**1.6 Cash at bank and in hand**

Cash at bank and in hand are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**1.7 Financial instruments**

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

**Classification of financial liabilities**

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2019.**

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**1 Accounting policies**

**(Continued)**

**Basic financial liabilities**

Basic financial liabilities, including creditors, bank loans, loans from fellow group companies and preference shares that are classified as debt, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

**Other financial liabilities**

Derivatives, including interest rate swaps and forward foreign exchange contracts, are not basic financial instruments. Derivatives are initially recognised at fair value on the date a derivative contract is entered into and are subsequently re-measured at their fair value. Changes in the fair value of derivatives are recognised in surplus or deficit in finance costs or finance income as appropriate, unless hedge accounting is applied and the hedge is a cash flow hedge.

**1.8 Derivatives**

Derivatives are initially recognised at fair value at the date a derivative contract is entered into and are subsequently re-measured to fair value at each reporting end date. The resulting gain or loss is recognised in surplus or deficit immediately unless the derivative is designated and effective as a hedging instrument, in which event the timing of the recognition in surplus or deficit depends on the nature of the hedge relationship.

A derivative with a positive fair value is recognised as a financial asset, whereas a derivative with a negative fair value is recognised as a financial liability.

**1.9 Taxation**

The company has obtained exemption from the Revenue Commissioners in respect of corporation tax, it being a company not carrying on a business for the purposes of making a profit. The company's CHY number is 12882.

**1.10 Employee benefits**

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**1.11 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

**1.12 Government grants**

Grants are credited to deferred revenue. Grants towards capital expenditure are released to the income and expenditure account over the expected useful life of the assets. Grants towards revenue expenditure are released to the income and expenditure account as the related expenditure is incurred.

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**2 Judgements and key sources of estimation uncertainty**

In the application of the company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

**3 Income/Service charges**

The total turnover of the company for the year has been derived from its principal activity wholly undertaken in the Republic of Ireland.





NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019

4. Grant income from exchequer funds (continued)

Government Department	Name of Grantor	Name of Grant	Purpose of Grant	Total Grant Term	Accounted for in 2019	Grants due 01/01/2019	Grants received in advance/deferred 01/01/2019	Received in 2019	Grants due 31/12/2019	Grants received in advance/deferred 31/12/2019	Restricted/Unrestricted
Dept of Education and Skills	Carlow Co Co	SEAI grant	Upgrade building	24,859 Jan 2019-Dec 2020	1,592		4,000	1,592	24,859		Restricted
Dept of Education and Skills	Carlow Co Co	Traveller Pride city	Public Awareness Grant	1,508 Jan-Dec 2019	15,703		25	13,754	4,455	4,000	Restricted
Housing, Planning and Local Gov	Carlow Co Co	Older persons services	Service provision	19,750 Jan-Dec 2019	400		16,879	82,000	30,809	89	Restricted
Housing, Planning and Local Government	Carlow Co Co	Traveller Forum	Service provision	400 Jan-Dec 2019	7,549		5,989	91,088	1,820	678	Restricted
Dept of Education and Skills	Carlow Co Co	Adult Ed grant	Service provision	205,100 May 2016-Jan 2020	14,857		57,008	1,000		33,420	Restricted
Justice and Equality	Carlow Co Co	Syrian Resettlement	Public Awareness Grant	7,549 Jan-Dec 2019	1,000			1,000			Restricted
Health	Paves Point	TWAW	Pay and Admin / Service provision	202,600 Jun 2017-Jun 2020	1,500			1,500			Restricted
Justice and Equality	Dept of Justice & Equality	Catalyst	Service provision	500 Jan-Dec 2019	1,500			1,500			Restricted
Housing, Planning & Local Government	Carlow County Dev Programme	Adult Ed Grant	Service provision	1,500 Jan-Dec 2019	2,820			24,859			Restricted
Housing, Planning & Local Government	Carlow County Dev Programme	Adult Ed Grant (FEL)	Service provision	1,500 Jan-Dec 2019	2,820			24,859			Restricted
Communications, Climate Action & Env	SEAI	Energy Grant	Upgrade building	24,859 Jan 2019-Dec 2020	1,715,470	71,748	591,538	1,713,256	249,782	420,919	Restricted

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

**5 Operating surplus**

	<b>2019</b>	<b>2018</b>
	€	€
Operating surplus for the year is stated after charging/(crediting):		
Government grants	(5,993)	(6,624)
Fees payable to the company's auditor for the audit of the company's financial statements	5,904	6,293
Depreciation of owned tangible fixed assets	24,319	22,178
	<u>          </u>	<u>          </u>

**6 Employees**

The average monthly number of persons (including directors) employed by the company during the year was:

	<b>2019</b>	<b>2018</b>
	Number	Number
Administrative and programme staff	57	55
	<u>          </u>	<u>          </u>

Their aggregate remuneration comprised:

	<b>2019</b>	<b>2018</b>
	€	€
Wages and salaries	1,266,691	1,224,430
Employer's prsi	136,277	128,186
Pension costs	11,472	10,234
	<u>          </u>	<u>          </u>
	1,414,440	1,362,850
	<u>          </u>	<u>          </u>

The number of employees whose total benefits received from the company (excluding employer pension costs) fell within the bracket €60,000 - €64,812 was Nil (2018:- Nil). The number of employees whose benefits fell within the bracket €64,813 - €70,000 was 1 (2018:- 1) No employees received benefits in excess of €70,000 during the year.

No directors received any remuneration, fees or payments from the company during the year.

**7 Interest receivable and similar income**

	<b>2019</b>	<b>2018</b>
	€	€
Interest income		
Interest on bank deposits	106	404
	<u>          </u>	<u>          </u>

Investment income includes the following:

Interest on financial assets not measured at fair value through surplus or deficit	106	404
	<u>          </u>	<u>          </u>

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

**8 Tangible fixed assets**

	Land and buildings Leasehold	Fixtures, fittings & equipment	Total
	€	€	€
<b>Cost</b>			
At 1 January 2019	1,501,680	328,540	1,830,220
Additions	46,922	27,677	74,599
At 31 December 2019	<u>1,548,602</u>	<u>356,217</u>	<u>1,904,819</u>
<b>Depreciation and impairment</b>			
At 1 January 2019	1,497,683	280,883	1,778,566
Depreciation charged in the year	6,736	17,583	24,319
At 31 December 2019	<u>1,504,419</u>	<u>298,466</u>	<u>1,802,885</u>
<b>Carrying amount</b>			
At 31 December 2019	<u>44,183</u>	<u>57,751</u>	<u>101,934</u>
At 31 December 2018	<u>3,997</u>	<u>47,657</u>	<u>51,654</u>

**9 Financial instruments**

	2019	2018
	€	€
<b>Carrying amount of financial assets</b>		
Debt instruments measured at amortised cost	<u>155,277</u>	<u>79,962</u>
<b>Carrying amount of financial liabilities</b>		
Measured at fair value through surplus or deficit		
Measured at amortised cost	<u>200,470</u>	<u>198,604</u>

**10 Debtors**

	2019	2018
	€	€
<b>Amounts falling due within one year:</b>		
Trade debtors	152,482	78,117
Other debtors	2,795	1,845
Prepayments and accrued income	8,627	14,042
	<u>163,904</u>	<u>94,004</u>

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

**11 Creditors: amounts falling due within one year**

	Notes	2019 €	2018 €
PAYE and social welfare		28,105	29,063
Deferred income	12	262,870	249,062
Other creditors		133,369	119,414
Accruals		67,101	79,190
		<u>491,445</u>	<u>476,729</u>

**12 Deferred income**

	2019 €	2018 €
Arising from government grants	33,650	14,744
Other deferred income	262,870	249,062
	<u>296,520</u>	<u>263,806</u>

Deferred income is included in the financial statements as follows:

Current liabilities	262,870	249,062
Non-current liabilities	33,650	14,744
	<u>296,520</u>	<u>263,806</u>

**13 Retirement benefit schemes**

	2019 €	2018 €
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	11,472	10,234
	<u>11,472</u>	<u>10,234</u>

The company operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the company in an independently administered fund.

**14 Members' liability**

The company is limited by guarantee, not having a share capital and consequently the liability of members is limited, subject to an undertaking by each member to contribute to the net assets or liabilities of the company on winding up such amounts as may be required not exceeding €1.

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

**15 Income and expenditure account**

	<b>2019</b>	<b>2018</b>
	<b>€</b>	<b>€</b>
At the beginning of the year	843,924	757,477
Surplus for the year	17,759	86,447
	<u>861,683</u>	<u>843,924</u>

The company endeavours to hold funds in reserves to a maximum of 50% of its annual operating costs. The purpose of the fund is to cover disaster recovery and business continuity.

**16 Financial commitments, guarantees and contingent liabilities**

An Indenture of Mortgage and Charge exists between the company and the Health Service Executive in respect of the premises known as St. Catherine's Community Services Centre, St. Joseph's Road, Carlow. Under certain circumstances the HSE may demand repayment of this mortgage. However, the amount repayable will be reduced by a factor of 4% per annum. The maximum amount repayable at 31st December 2019 is €118,800 (2018:- €132,000).

**17 Related party transactions**

There were no transactions between the company and related parties during the year.

**18 Cash generated from operations**

	<b>2019</b>	<b>2018</b>
	<b>€</b>	<b>€</b>
Surplus for the year after tax	17,759	86,447
<b>Adjustments for:</b>		
Investment income	(106)	(404)
Depreciation and impairment of tangible fixed assets	24,319	22,178
<b>Movements in working capital:</b>		
(Increase)/decrease in debtors	(69,900)	31,733
Increase in creditors	908	102,501
Increase/(decrease) in deferred income	32,714	(49,938)
	<u>5,694</u>	<u>192,517</u>

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**19 Analysis of changes in net debt**

	<b>2019</b>
	<b>€</b>
<b>Opening net funds</b>	
Cash and cash equivalents	1,189,739
<b>Changes in net debt arising from:</b>	
Cash flows of the entity	(68,799)
Closing net funds as analysed below	<u>1,120,940</u>
<b>Closing net funds</b>	
Cash and cash equivalents	<u>1,120,940</u>

**20 Approval of financial statements**

The directors approved the financial statements on the 25 June 2020

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**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY  
GUARANTEE**

**MANAGEMENT INFORMATION**

**FOR THE YEAR ENDED 31 DECEMBER 2019**



**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**DETAILED TRADING AND INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

	€	2019 €	€	2018 €
<b>Income</b>				
Health Services Executive		214,236		211,766
Rent received		43,927		45,377
Meals on wheels		92,273		91,558
Childcare services		72,739		61,694
Department of Children and Youth Affairs		481,726		529,507
Tusla		420,513		419,870
Sundry income		9,455		6,082
Carlow County Council		147,146		108,361
Department of Employment Affairs and Social Protection		85,028		86,200
Course and participant fees		2,945		4,475
Department of Communications, Climate Action and Environment		44,770		54,714
Kilkenny and Carlow Education and Training Board		196,338		185,723
Department of Justice and Equality		114,657		93,692
		<u>1,925,753</u>		<u>1,899,019</u>
<b>Other operating income</b>				
Government grants receivable and released		5,993		6,624
<b>Administrative and programme expenses</b>		<u>(1,914,093)</u>		<u>(1,819,600)</u>
<b>Operating surplus</b>		17,653		86,043
<b>Investment revenues</b>				
Bank interest received	106		404	
		<u>106</u>		<u>404</u>
<b>Surplus before taxation</b>	0.92%	<u>17,759</u>	4.55%	<u>86,447</u>

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**SCHEDULE OF ADMINISTRATIVE AND PROGRAMME EXPENSES**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

	2019	2018
	€	€
<b>Administrative and programme expenses</b>		
Wages and salaries	1,266,691	1,224,430
Employer's prsi	136,277	128,186
Contractors	27,877	25,900
Staff and tutor training	10,743	6,003
Staff pension costs defined contribution	11,472	10,234
Redundancy costs	26,029	-
Participant costs	34,323	15,560
Rent	7,295	8,009
Tutor costs	32,834	35,619
Rates	624	776
Materials and activities	61,096	54,957
Power, light and heat	32,404	33,776
Repairs and maintenance	58,760	73,627
Insurance	8,116	7,951
Food and containers	86,086	81,824
Computer running costs	3,411	426
Travel and subsistence	18,846	20,238
Subscriptions	4,320	4,673
Legal and professional fees	7,999	4,090
Audit fees	5,904	6,293
Bank charges	1,858	1,715
Office expenses	24,350	29,170
Advertising	6,747	10,118
Telephone	11,163	9,380
Sundry expenses	4,549	4,467
Depreciation	24,319	22,178
	<u>1,914,093</u>	<u>1,819,600</u>

ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE  
 SCHEDULE OF INCOME  
 FOR THE YEAR ENDED 31ST DECEMBER 2019

	Total	Health Services Executive	Rent Received	Meals On Wheels Fees	Childcare Fees	Dept of Children & Youth Affairs CCS	Dept of Children & Youth Affairs JEC	Dept of Children & Youth Affairs ECCE	Dept of Children & Youth Affairs NCS	Totals
Care	243,075		43,927							199,148
Meals on Wheels	163,250	68,707		92,273						8,224
Childcare Services - St Josephs Road	308,242				38,265	152,776	22,031	71,969	2,000	135,623
Teen Parent Support (Incl SCP)	135,623									19,011
Morning On	160,408									4,788
Back to Education - KCCHTB	33,927									4,788
Back to Education - DSP	24,238									263
Travellers Adult Education - Pre Dev	24,332		22,137							4,788
Carlow Traveller Health Worker	62,869		62,869							4,788
Making Connections	78,874									4,788
Adult Education	8,133									
Traveller Ed - Donation	490									
Syrian Resettlement	129,109									
ESB Counselling	529									
Traveller Mens Health Worker	59,811	59,811								
Access & Family Support	43,880									
Catalyst	114,657									43,880
Childcare Services - Kilsenny Road	267,424				34,474	185,717	1,800	44,183	1,250	
Traveller Forum	15,705									
TWAV	7,550									
Carlow Traveller Health Worker - Cardio	172	172								
Mens Shed	415									
Digital Skills	42,500									
Cultural Awareness	540	540								
	1,925,753	214,236	43,927	92,273	72,739	388,493	23,831	116,152	3,250	420,513

ST. CATHERINES COMMUNITY SERVICES CENTRE (

SCHEDULE OF INCOME  
FOR THE YEAR ENDED 31ST DECEMBER 2019

	Tusla	Sundry Income	Carlow Co Co	Dept of Social Protection	Course & Participant Fees	Dept of Communications Climate Action & Environment	Kilkenny & Carlow Education & Training Board	Dept of Justice & Equality
Core	199,148							
Meals on Wheels						2,270		
Childcare Services - St Josephs Road	8,224			12,977				
Teen Parent Support (Incl SCP)	135,623							
Moving On	19,011	(2,029)		55,101			88,325	
Back to Education - KCETB	4,788						29,139	
Back to Education - DSP	4,788	2,500		16,950				
Travellers Adult Education - Pre Dev	263		1,932					
Carlow Traveller Health Worker								
Making Connections								
Adult Education	4,788		400		2,945		78,874	
Traveller Ed - Donation		490						
Syrian Resettlement			129,109					
ESB Counseling		529						
Traveller Mens Health Worker								
Access & Family Support	43,880							
Catalyst								
Childcare Services - Kilkenny Road								
Traveller Forum			15,705					
TWAW		7,550						
Carlow Traveller Health Worker - Cardio		415						
Mens Shed								
Digital Skills								
Cultural Awareness								
	420,513	9,455	147,146	85,028	2,945	44,770	196,338	114,657

**ST. CATHERINES COMMUNITY SERVICES CENTRE COMPANY LIMITED BY GUARANTEE**

**SCHEDULE OF SUNDRY INCOME  
FOR THE YEAR ENDED 31 DECEMBER 2019**

	<b>2019</b>
	<b>€</b>
CCDP	(229)
ESB	529
St Stephens Green Trust	415
Carlow Co Co - LCDC	(800)
Adult Education Grant	1,500
Pavee Point	7,549
Donations	490
	<u>9,455</u>