

# Postcode Community Trust

Directors' report and financial statements  
for the year ended 31 December 2021

Company number: SC472798  
Scottish charity number: SC044772

# Postcode Community Trust

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# Postcode Community Trust

## Reference and administrative details

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<b>Directors and Trustees</b>	Robert Flett David Sharrod (Chair; appointed 1 <sup>st</sup> March 2021) Gareth Hill (Appointed 1 <sup>st</sup> March 2021) John Robson (Appointed 1 <sup>st</sup> May 2022) Rahul Bissoonauth (Appointed 1 <sup>st</sup> May 2022) Hannah Woods (Appointed 1 <sup>st</sup> May 2022) Aidan Connolly (Resigned 2 <sup>nd</sup> March 2021) Judith Hills (Chair; Resigned 2 <sup>nd</sup> March 2021) Elizabeth Tait (Resigned 2 <sup>nd</sup> March 2021) Michael Pratt (Resigned 2 <sup>nd</sup> March 2021)
<b>Registered office</b>	28 Charlotte Square Edinburgh EH2 4ET
<b>Independent Auditors</b>	PricewaterhouseCoopers LLP Atria One 144 Morrison Street Edinburgh EH3 8EX
<b>Bankers</b>	Lloyds Plc 39 Threadneedle Street London EC2R 8AU  Santander 301 St Vincent Street Glasgow G2 5NB
<b>Solicitors</b>	MacRoberts LLP Excel House 30 Sempie Street Edinburgh EH3 8BL



# Postcode Community Trust

## Directors' Report

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The Directors (who are also trustees of the charitable company for the purposes of charity law) have pleasure in presenting their report and the audited financial statements of the charity (also referred to as the Trust and the Charitable Company) for the year to 31 December 2021. The information on pages 1 and 2 form part of this report.

### *Structure, governance and management*

#### Governance

Postcode Community Trust is a company limited by guarantee, constituted by the Memorandum and Articles of Association and is governed by its elected Directors. New Directors are elected at half-yearly meetings and a Director shall hold office for a maximum period of four years from the date of appointment and shall then retire. Such person shall not again be appointed as a Director unless the Directors resolve that there are exceptional circumstances in that such an individual possesses specific or unique skills and expertise, experience or ability of significant value to the Company. In such circumstances, a retiring Director may, if willing to act, be re-appointed by the Directors for a second and final term of a maximum of four years and shall at the end of that second term retire altogether so that no Director shall hold office as Director for more than eight years in total.

No person shall be appointed or re-appointed as Director at any general meeting unless:

- he/she is recommended by the Directors; or
- not less than fourteen or more than thirty-five clear days before the date appointed for the meeting, notice executed by a member qualified to vote at the meeting has been given to the Company of the intention to propose that person for appointment or re-appointment together with notice executed by that person of his willingness to be appointed or reappointed.
- not less than seven nor more than twenty-eight clear days before the date appointed for holding a general meeting notice shall be given to all who are entitled to receive notice of the meeting of any person who is recommended by the Directors for appointment or re-appointment as a Director at the meeting or in respect of whom notice has been duly given to the Company of the intention to propose him at the meeting for appointment or re-appointment as a Director. The notice shall give the particulars of that person which would, if he were so appointed or re-appointed, be required to be included in the Company's register of Directors.
- The Company may by Ordinary Resolution appoint a person who is willing to act to be a Director either to fill a vacancy or as an additional Director.

# Postcode Community Trust

## Directors' Report *(continued)*

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### *Structure, governance and management (continued)*

- The Directors may appoint a person who is willing to be a Director, either to fill a vacancy or as an additional Director, provided the appointment does not cause the number of Directors to exceed any number fixed by or in accordance with the Articles as the maximum number of Directors.

Unless otherwise determined by ordinary resolution, the number of Directors shall not be subject to any maximum but shall not be less than three. The Board of Directors shall at all times comprise a majority of non-remunerated Directors.

### Directors' induction & training

Directors receive an induction handbook covering all relevant policies, procedures and any other relevant information. They also have the opportunity for yearly training and continued professional development.

### Statement of Directors' responsibilities

The directors (who are also the trustees of Postcode Community Trust for the purposes of company law, and references to the directors thereafter also refer to trustees) are responsible for preparing the Directors' Annual Report and the financial statements in accordance with applicable law and regulation.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have prepared the financial statements in accordance with United Kingdom Accounting Standards, comprising FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland", and applicable law (United Kingdom Generally Accepted Accounting Practice). 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 state of the affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Statement of Recommended Practice: Accounting and Reporting by Charities (2019);
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards, comprising FRS 102, have been followed, subject to any material departures disclosed and explained in the financial statements; and

# Postcode Community Trust

## Directors' Report *(continued)*

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### *Structure, governance and management (continued)*

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charitable 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 charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### Risk management

The Directors have a risk management strategy which comprises:

- evaluation and review of risks to the Trust and its External Lottery Manager (ELM) at each Audit & Risk Committee meeting, and full Board meeting against the Risk Register;
- the Risk Register will be managed on a day-to-day basis by the Trust executive management team and they will establish systems and procedures to mitigate these risks;
- in the event of a risk rising above 'high' the Directors must implement procedures to manage any potential impact.

This strategy has identified the following key risks:

- Risk of the Government changing the law in relation to Society Lotteries. A review of the law relating to Society Lotteries is on-going, and both Directors and the Trust executive management team keep up to date with any information in relation to this.
- Risk of losing Gambling Licence due to non-compliance with the Gambling Commission Licence Conditions and Code of Practice. Again, this is managed by adhering closely to the LCCP and being aware of anticipated changes to guidance and keeping abreast of industry best practice.

# Postcode Community Trust

## Directors' Report *(continued)*

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### *Structure, governance and management (continued)*

- Risk of dependence on one source of income and this income being lost. If the income were to reduce, this would be on a gradual basis. The Trust executive management team receive daily reports regarding ticket sales, so would be aware of any issues very quickly and these would be communicated to Directors.

The Directors do not believe that the ongoing Covid-19 pandemic represents a major risk to the Trust.

### Management

The business of Postcode Community Trust is managed by the Directors who exercise all the powers of the Company. No alteration of the Memorandum or Articles and no such direction shall invalidate any prior act of the Directors. The Directors ultimately decide the procedures for selection of projects and the amounts of grants involved. Directors meet half-yearly. These are chaired and fully minuted to discuss and decide the following:

- Management of the Trust's Society Lottery, including social responsibility and current management by the Trust's External Lottery Manager
- Applications received
- Outcomes of completed projects
- Progress of current funding
- New funding streams/programmes
- Review of finances
- Review of risk register
- Any other business

The Directors of Postcode Community Trust engage Postcode Lottery Limited (who operate under brand name People's Postcode Lottery) as their external lottery manager.

The Trust engages MacRoberts LLP as its solicitor to use in all cases where legal services are required.

### Staff Structure

The Board of Directors appointed an Executive Manager of Postcode Community Trust to oversee the day-to-day administration of the Trust. The Executive Manager is responsible for strategy advice and the day-to-day operations of Postcode Community Trust. The Manager appointed the Trust Manager to undertake day-to-day activities including the following:



# Postcode Community Trust

## Directors' Report *(continued)*

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### *Structure, governance and management (continued)*

- Assessing funding applications and shortlisting to budget agreed with Trustees
- Completing due diligence checks on shortlisted applications
- Presenting shortlisted applications to a representative of the Trustees at a monthly funding panel for approval
- Management of Directors' meetings including consultation of Directors where desirable or needed
- Management of marketing/communication on behalf of the Trust including websites, newsletters, publicity etc.

The Directors also appointed a Trust Finance Manager to take responsibility for the financial management for Postcode Community Trust including the following:

- Monthly financial updates including income position, breakdown of costs, and awards made
- Management of the bank account which will receive payments direct from the Postcode Lottery Limited
- Making payments to recipient projects
- Reporting of lottery proceeds to Gambling Commission

As part of services provided as outlined in the Services Agreement that exists between the Trust and Postcode Lottery Limited, staff mentioned above are employed by Postcode Lottery Limited. Salaries for key management personnel are determined by the Directors of Postcode Lottery Limited.

### *Objectives and activities*

Postcode Community Trust is solely funded by the proceeds of its society lottery and awards grants to good causes and charities.

Postcode Community Trust supports activities which fit one or more of the following purposes:

- the prevention or relief of poverty;
- the advancement of health;
- the advancement of citizenship or community development;
- the advancement of the arts, heritage, culture or science;
- the advancement of public participation in sport;
- the provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended;

# Postcode Community Trust

## Directors' Report *(continued)*

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### *Objectives and activities (continued)*

- the advancement of human rights, conflict resolution or reconciliation;
- the advancement of environmental protection and improvement;
- The promotion of equality and diversity;
- the relief of those in need by reason of age, ill health, disability, financial hardship or other disadvantage.

The Trust has four main funding streams funding activities taking place in Wales.

- ***Community Grants Programme***

Allows charities to apply for funding ranging from £500 to £20,000 undertaken in Great Britain. Registered charities can apply for up to £20,000. Community groups not formally registered as a charity can apply for up to £2,000. Postcode Community Trust had nine funding rounds in 2021.

- ***Magic Little Grants Programme***

Small charities and community groups can apply for up to £500 through this programme. This grants programme is outsourced to Localgiving who provide unrestricted grants on behalf of grant makers to local charities and community groups to support their work. Magic Little Grants had nine funding rounds in 2021.

- ***Local School Nature Grants***

Learning through Landscapes delivers a programme which is open to pre-schools, infant, primary, secondary, special schools and pupil referral units. They provide equipment and resources for outdoor education as well as 2 hours training.

- ***Buttle UK***

Buttle UK provide direct financial support of up to £2,000 through their Chances for Children grants. The partnership focuses on distributing grants across Wales. In 2021 Buttle UK supported 60 children and young people with their grant from Postcode Community Trust.

Postcode Community Trust operates its own society lottery which is regulated by the Gambling Commission under certificate 000-037612-N-318384 and 000-037612-R-318383. The Trust engages Postcode Lottery Limited (PLL), trading as People's Postcode Lottery, as its External Lottery Manager.

# Postcode Community Trust

## Directors' Report *(continued)*

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### *Achievements and performance*

#### Grant making policies

Postcode Community Trust provides funding opportunities to small organisations, community groups and charities in Wales, through grants ranging from £500 - £20,000.

#### **2021 Community Grants Programme Projects**

The following are examples of activities that Postcode Community Trust has funded through the Community Grants Programme in 2021:

### *Achievements and performance (continued)*

- Pembrokeshire Care Society is a grassroots charity with a mission to assist as many people as possible, who are faced with homelessness or threatened with homelessness. Funding supported them to provide mental health support to vulnerable people in crisis and offer preventative measures for self-harm and suicide prevention.
- Volcano is an energetic, responsive arts company inspiring others and setting big ideas in motion, collaborating with local communities to enable and encourage community participation in the arts whilst developing key life skills. Funding supported the delivery of a literacy project and delivery of workshops for children living in the top 10% most deprived areas of Swansea.
- Friends of Montgomery Play Park's primary objective is to support the provision of recreational facilities, or recreational activities in Montgomery, Powys. Funding enabled a bespoke, imaginative and inclusive play park with enhanced physical play opportunities for all ages and abilities

### *Financial review*

The Directors have taken steps to ensure the continued operations of the Trust during the ongoing Covid-19 public health crisis and associated government restrictions. They are closely monitoring performance and remain confident in the resilience of the subscription model to protect the Trust's revenues and amounts raised for good causes in 2021 and beyond.

All the funds received from the proceeds of People's Postcode Lottery relating to Postcode Community Trust have been included in the financial statements. This amounted to £8.0m (2020:

# Postcode Community Trust

## Directors' Report *(continued)*

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### *Financial review (continued)*

£8.1m). Of this, 40%: £3.2m (2020: £3.2m) is given out as prizes and 27.5%: £2.2m (2020: 28%: £2.3m) is retained by our External Lottery Manager which is Postcode Lottery Limited. The remaining 32.5%: £2.6m (2020: 32%: £2.6m) is managed by Postcode Community Trust. Postcode Community Trust promoted twelve draws during 2021 (2020: four draws).

£2.4m (2020: £2.5m) was given out in grants for charitable activities with £77.2k (2020: £72.3k) of costs to support these activities. Of this £5.7k (2020: £5.8k) was included in Governance costs.

### *Reserves Policy*

As a company limited by guarantee with no fixed assets, reserves are set according to budgeted income and against obligations for continuous funding for supported charities. It is intended to mitigate against uncertainty relating to cash flow, to ensure that there are sufficient reserves to cover

any financial shortfalls, to react to unexpected situations, to protect the Trust's activities if expected income is not received and to retain continuity in relation to expected grant awards.

The Trust's sole income is generated by its society lottery operated by its External Lottery Manager, People's Postcode Lottery.

We aim to hold financial reserves at a maximum of £250,000, and a minimum of £100,000 within general funds. We acknowledge that from time to time the Trust's funding strategies and activities may require the Trust's reserves to exceed the maximum level or fall below the minimum level noted. If this position continues for an extended period, the Directors will revisit and potentially revise this policy.

The Trust only awards grants once there is a of level certainty in the income due to be received. With any downturn in income, the Trust is in a position to adjust grant levels accordingly to ensure that the Trust remains to be a going concern.

At 31 December 2021, total reserves are £470,345 which entirely relate to general reserves. This is above the reserves policy and due to the timing of the funding rounds during 2021. Postcode Community Trust will use this to fund projects from February 2022.

# Postcode Community Trust

## Directors' Report *(continued)*

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### *Plans for future periods*

The ongoing Covid-19 public health crisis creates significant uncertainty for the world economy. With having a single source of income, the Directors remain confident in the resilience of the subscription model of People's Postcode Lottery to protect the Trust income. In the event of a substantial change in circumstances significantly reducing revenue, the Trust holds sufficient cash reserves to ensure it can continue operations for the foreseeable future.

The Trust will open for funding applications monthly from February to October in 2022, in order that charities and good causes do not have to wait so long to apply and those successful can receive funding more quickly.

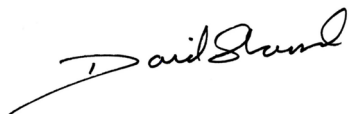
### *Directors' confirmations*

In the case of each director in office at the date the directors' report is approved:

- so far as the director is aware, there is no relevant audit information of which the company's auditors are unaware; and
- they have taken all the steps that they ought to have taken as a director in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

The report was prepared in accordance with the special provisions of the Companies Act relating to small companies.

The financial statements on pages 17 to 28 were approved by the Directors on 31<sup>st</sup> May 2022 and signed on its behalf by:



David Sharrod

# Postcode Community Trust

## Independent auditors' report to the members and trustees of Postcode Community Trust

### Report on the audit of the financial statements

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#### Opinion

In our opinion, Postcode Community Trust's financial statements and parent charitable company financial statements ("the financial statements"):

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2021 and of its incoming resources and application of resources, including its income and expenditure, and cash flows, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards, comprising FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland", and applicable law); and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of The Charities Accounts (Scotland) Regulations 2006 (as amended).

We have audited the financial statements, included within the Directors' report and financial statements for the year ended 31 December 2021 (the "Annual Report"), which comprise: the balance sheet as at 31 December 2021; the statement of financial activities (including income and expenditure account) and the statement of cash flows for the year then ended; and the notes to the financial statements, which include a description of the significant accounting policies.

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#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) ("ISAs (UK)") and applicable law. Our responsibilities under ISAs (UK) are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Independence

We remained independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, which includes the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements.

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#### Conclusions relating to going concern

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from the date on which the financial statements are authorised for issue.

# Postcode Community Trust

## Independent auditors' report to the members and trustees of Postcode Community Trust

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### Conclusions relating to going concern (cont'd)

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

However, because not all future events or conditions can be predicted, this conclusion is not a guarantee as to the charitable company's ability to continue as a going concern.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

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### Reporting on other information

The other information comprises all of the information in the Annual Report other than the financial statements and our auditors' report thereon. The directors are responsible for the other information. Our opinion on the financial statements does not cover the other information and, accordingly, we do not express an audit opinion or, except to the extent otherwise explicitly stated in this report, any form of assurance 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 an apparent material inconsistency or material misstatement, we are required to perform procedures to conclude whether there is a material misstatement of 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 based on these responsibilities.

With respect to the Director's Report, we also considered whether the disclosures required by the UK Companies Act 2006 have been included.

Based on our work undertaken in the course of the audit, the Companies Act 2006 and The Charities Accounts (Scotland) Regulations 2006 (as amended) require us also to report certain opinions and matters as described below.

# Postcode Community Trust

## Independent auditors' report to the members and trustees of Postcode Community Trust

### Directors' Report

In our opinion, based on the work undertaken in the course of the audit the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and the Directors' Report has been prepared in accordance with applicable legal requirements.

In addition, in light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we are required to report if we have identified any material misstatements in the Directors' Report. We have nothing to report in this respect.

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### Responsibilities for the financial statements and the audit

#### Responsibilities of the directors for the financial statements

As explained more fully in the Statement of Directors' responsibilities set out on pages 4 and 5, the Directors are responsible for the preparation of the financial statements in accordance with the applicable framework and for being satisfied that they give a true and fair view. The Directors are also responsible for such internal control as they 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 charitable 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 trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditors under section 44(1) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with the Acts and relevant regulations made or having effect thereunder.

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 auditors' 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 (UK) 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.



# Postcode Community Trust

## Independent auditors' report to the members and trustees of Postcode Community Trust

### Auditors' responsibilities for the audit of the financial statements (cont'd)

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Based on our understanding of the charitable company/industry, we identified that the principal risks of non-compliance with laws and regulations related to charity regulations, gambling regulations and UK company law, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the financial statements such as the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of The Charities Accounts (Scotland) Regulations 2006 (as amended). We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to the inappropriate use of charitable funds, for example through inappropriate awards, including to organisations that are not in line with the charitable purpose of the Trust.

Audit procedures performed by the engagement team included:

- enquiring of management and the directors to identify any instances of non-compliance with laws and regulations, fraud or inappropriate use of charitable funds;
- understanding the approach taken by management and the directors to monitor compliance with laws and regulations, and to prevent fraud or inappropriate use of charitable funds;
- validating, for a sample of expenditure, that it was appropriately approved and that the objectives of charities in receipt of funding are aligned to those of the Trust; and
- testing that payments recorded within the financial statements can be traced to appropriate supporting documentation.

There are inherent limitations in the audit procedures described above. We are less likely to become aware of instances of non-compliance with laws and regulations that are not closely related to events and transactions reflected in the financial statements. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities for the audit of the financial statements is located on the FRC's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditors' report.

# Postcode Community Trust

## Independent auditors' report to the members and trustees of Postcode Community Trust

### Use of this report

This report, including the opinions, has been prepared for and only for the charitable company's members and directors as a body in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and the Companies Act 2006 and regulations made under those Acts (regulation 10 of The Charities Accounts (Scotland) Regulations 2006 (as amended) and Chapter 3 of Part 16 of the Companies Act 2006) and for no other purpose. We do not, in giving these opinions, accept or assume responsibility for any other purpose or to any other person to whom this report is shown or into whose hands it may come save where expressly agreed by our prior consent in writing.

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### Other required reporting

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

Under the Companies Act 2006 and The Charities Accounts (Scotland) Regulations 2006 (as amended) we are required to report to you if, in our opinion:

- we have not obtained all the information and explanations we require for our audit; or
- adequate and proper accounting records have not been kept by the parent charitable company or returns adequate for our audit have not been received from branches not visited by us; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- the financial statements are not in agreement with the accounting records and returns.

We have no exceptions to report arising from this responsibility.

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#### Entitlement to exemptions

Under the Companies Act 2006 we are required to report to you if, in our opinion, the Directors were not entitled to: prepare financial statements in accordance with the small companies' regime; take advantage of the small companies' exemption in preparing the Directors' Report; and take advantage of the small companies' exemption from preparing a Strategic Report. We have no exceptions to report arising from this responsibility.



Matthew Kaye (Senior Statutory Auditor)  
for and on behalf of PricewaterhouseCoopers LLP  
Chartered Accountants and Statutory Auditors  
Edinburgh  
31<sup>st</sup> May 2022

# Postcode Community Trust

## Statement of financial activities (including income and expenditure account) for the year ended 31 December 2021

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		2021	2020
		Total	Total
	Note	£	£
<b>Income &amp; endowments</b>			
Other trading activities	2	8,007,692	8,121,738
Income from investments	3	1,368	2,675
		<hr/>	<hr/>
<b>Total income and endowments</b>		<b>8,009,060</b>	<b>8,124,413</b>
		<hr/>	<hr/>
<b>Expenditure</b>			
Expenditure on raising funds	4	(5,407,627)	(5,525,552)
Expenditure on charitable activities	5	(2,464,724)	(2,616,369)
		<hr/>	<hr/>
<b>Total Expenditure</b>		<b>(7,872,351)</b>	<b>(8,141,921)</b>
		<hr/>	<hr/>
<b>Net income/(expenditure)</b>		<b>136,709</b>	<b>(17,508)</b>
Transfer between funds		-	-
		<hr/>	<hr/>
<b>Net movement in funds</b>		<b>136,709</b>	<b>(17,508)</b>
Total funds brought forward		333,636	351,144
		<hr/>	<hr/>
<b>Total funds carried forward</b>		<b>470,345</b>	<b>333,636</b>
		<hr/> <hr/>	<hr/> <hr/>

All of the above results were derived from continuing activities and all were classed as general activities. There were no designated activities in either of the years presented.

# Postcode Community Trust

## Balance sheet

as at 31 December 2021

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	<i>Note</i>	2021 £	2020 £
<b>Current assets</b>			
Debtors	8	48,900	44,356
Cash at bank in hand		460,160	328,784
		<u>509,060</u>	<u>373,140</u>
<b>Creditors</b>			
Amounts falling due within one year	9	(38,715)	(39,504)
		<u>470,345</u>	<u>333,636</u>
<b>Net current assets</b>		<u>470,345</u>	<u>333,636</u>
<b>Accumulated funds</b>			
Unrestricted funds:			
General	10, 11	470,345	333,636
		<u>470,345</u>	<u>333,636</u>

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Approved by the Board and authorised for issue on 31<sup>st</sup> May 2022.



David Sharrod  
*Chair*

Company number: SC472798

# Postcode Community Trust

## Statement of cash flows

for the year ended 31 December 2021

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	2021	2021	2020	2020
	£	£	£	£
<b>Cash flows from operating activities</b>				
Net income/(expenditure)	136,709		(17,508)	
Income from investments	(1,368)		(2,675)	
(Increase)/decrease in debtors	(4,544)		18,808	
Decrease in creditors	(789)		(1,046,750)	
	<hr/>		<hr/>	
Cash provided by/(used in) operating activities		130,008		(1,048,125)
<b>Cash flows from investing activities</b>				
Investment income	1,368		2,675	
	<hr/>		<hr/>	
Cash provided by investing activities		1,368		2,675
		<hr/>		<hr/>
Increase/(decrease) in cash and cash equivalents in the year		131,376		(1,045,450)
Cash and cash equivalents at the beginning of the year		328,784		1,374,234
		<hr/>		<hr/>
Total cash and cash equivalents at the end of the year		460,160		328,784
		<hr/>		<hr/>
<b>Cash and cash equivalents comprise:</b>				
Cash at bank		460,160		328,784
		<hr/>		<hr/>

# Postcode Community Trust

## Notes to the financial statements

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### 1 Accounting policies

A summary of principal accounting policies, all of which have been applied consistently throughout the year and the preceding year is set out below.

#### Statement of Compliance

The financial statements of Postcode Community Trust have been prepared in compliance with United Kingdom Accounting Standards, including Financial Reporting Standard 102, "The Financial Reporting Standard applicable in the United Kingdom and the Republic of Ireland" ("FRS 102"), the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

#### Basis of Preparation

The financial statements have been prepared on a going concern basis in accordance with applicable accounting standards and under the historical cost convention. The charity is a Public Benefit Entity and a company limited by guarantee, incorporated in Scotland with the registered office as noted on page 1.

#### Going concern

These financial statements have been prepared on the going concern basis which assumes that the charity will continue its operations. The ongoing Covid-19 public health crisis creates significant uncertainty for the world economy. With having a single source of income, the Directors remain confident in the resilience of the subscription model of People's Postcode Lottery to protect the Trust income. In the event of a substantial change in circumstances significantly reducing revenue, the Trust holds sufficient cash reserves to ensure it can continue operations for the foreseeable future. The Directors consider it appropriate to prepare financial statements on a going concern basis.

The Trust only awards grants once there is a of level certainty in the income due to be received. With any downturn in income, the Trust is in a position to adjust grant levels accordingly to ensure that the Trust remains to be a going concern.

# Postcode Community Trust

## Notes to the financial statements *(continued)*

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### 1 Accounting policies *(continued)*

#### Income

Income is recognised when the charity has entitlement to the funds, when it is probable that the income will be received, and the amount can be measured reliably. Donations, legacies and similar incoming resources are included in the year in which they are receivable, which is when the charity becomes entitled to the resource. Income from other trading activities include gross proceeds from the sale of Lottery tickets before deduction of up to 40% of proceeds for prizes and up to 27% (29% up to July 2021) for operations costs.

#### Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the statement of financial activities.

#### Grants payable

Grants awarded are recognised in full in the year in which they are approved. Small Grants are not noted individually.

#### Expenditure on raising funds

The expenditure on raising funds consist of direct expenditure including prize monies as well as operational costs including marketing and PR.

#### Cash and cash equivalents

Cash at bank and in hand includes cash and highly liquid short-term investments with a maturity of three months or less from the date of acquisition or opening of the deposit or similar account. Interest on funds is recognised when the charity has entitlement to the funds, when it is probable that the income will be received, and the amount can be measured reliably.

#### Debtors

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

# Postcode Community Trust

## Notes to the financial statements *(continued)*

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### 1 Accounting policies *(continued)*

#### Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### 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.

#### Critical Estimates and Judgements

The preparation of the financial statements requires judgement, estimates and assumptions to be made that affect the reported values of assets, liabilities revenues and expenses. The charity has not identified any area where critical estimates are required.

The charity has made a judgement that they are acting as principal for the draws carried out by People's Postcode Lottery.

#### Fund accounting

Unrestricted funds are available for use at the discretion of the Directors in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Directors for particular purposes.



# Postcode Community Trust

## Notes to the financial statements *(continued)*

### 2 Other trading activities

	2021	2021	2020	2020
	£	%	£	%
Total proceeds	8,007,692	100.0	8,121,738	100.0
Prizes	(3,203,077)	(40.0)	(3,248,695)	(40.0)
Operational costs	(2,201,780)	(27.5)	(2,274,087)	(28.0)
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Lottery fund allocation	2,602,835	32.5	2,598,956	32.0
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

### 3 Income from investments

	2021	2020
	£	£
Bank interest	1,368	2,675
	<u>          </u>	<u>          </u>

### 4 Expenditure on raising funds

	2021	2020
	£	£
Prizes	3,203,077	3,248,695
Operational cost	2,201,780	2,274,087
Gambling Commission	2,770	2,770
	<u>          </u>	<u>          </u>
	<u>5,407,627</u>	<u>5,525,552</u>

# Postcode Community Trust

## Notes to the financial statements *(continued)*

### 5 Expenditure on charitable activities

		Total	Total
		2021	2020
Grants	Type of Project	£	£
Community grants		1,994,774	1,994,054
Buttle UK	Community	100,000	-
Learning through Landscapes	Community	122,100	-
Local Giving Foundation	Community	170,630	550,000
		<u>2,387,504</u>	<u>2,544,054</u>
<b>Support Costs</b>			
Cost recharges		64,224	64,079
Insurance		1,290	1,075
Subscriptions and memberships		1,516	1,333
Bank charges		120	58
Consultancy fees		4,360	-
Governance costs (Note 6)		5,710	5,770
		<u>77,220</u>	<u>72,315</u>
<b>Total charitable activities</b>		<u>2,464,724</u>	<u>2,616,369</u>

Cost recharges include salary, property and office costs incurred by Postcode Lottery Limited which are recharged to the Trust under a Services Agreement.

# Postcode Community Trust

## Notes to the financial statements *(continued)*

### 5 Expenditure on charitable activities *(continued)*

165 projects were funded by the community grants programme (2020: 201), made across the following geographical areas and funding themes. No grants were made to individuals.

	2021	2021
Geographical split of grants	No	£
Wales	165	1,994,774
	<hr/>	<hr/>
	165	1,994,774
	<hr/>	<hr/>
Funding Themes		
Increasing community access to outdoor space	10	111,453
Improving biodiversity & green spaces	10	90,505
Improving mental wellbeing	49	613,355
Enabling community participation in the arts	25	247,838
Preventing or reducing the impact of poverty	16	227,904
Supporting marginalised groups and promoting equality	22	361,989
Enabling participation in physical activity	23	204,732
Responding to the climate emergency & promoting sustainability	10	136,998
	<hr/>	<hr/>
	165	1,994,774
	<hr/>	<hr/>

### 6 Governance costs

	2021	2020
	£	£
Legal and professional fees	1,490	2,519
Audit fees	4,220	3,251
	<hr/>	<hr/>
	5,710	5,770
	<hr/>	<hr/>

# Postcode Community Trust

## Notes to the financial statements *(continued)*

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### 7 Staff costs

No Director received any remuneration during the year (2020: £nil).

No Directors received reimbursement of expenses during the year (2020 Nil). Directors' indemnity insurance costing £1,290 (2020: £1,075) was purchased in the year.

The charity has no employees (2020: none). All services of individuals were obtained from Postcode Lottery Limited and invoiced to the charity. The amount attributable to key management personnel and recharged through the Services Agreement during the year was £2,479 (2020: £2,265).

### 8 Debtors

	2021	2020
	£	£
Other debtors	48,900	44,356
	<u>48,900</u>	<u>44,356</u>

### 9 Creditors

	2021	2020
	£	£
Amounts falling due within one year:		
Trade creditors	7,375	11,454
Other creditors	28,540	24,550
Accruals and deferred income	2,800	3,500
	<u>38,715</u>	<u>39,504</u>

# Postcode Community Trust

## Notes to the financial statements *(continued)*

### 10 Analysis of net assets between funds

	General 2021 £	Total 2021 £
Current Assets	509,060	509,060
Current Liabilities	(38,715)	(38,715)
	<u>470,345</u>	<u>470,345</u>
	General 2020 £	Total 2020 £
Current Assets	373,140	373,140
Current Liabilities	(39,504)	(39,504)
	<u>333,636</u>	<u>333,636</u>

### 11 Accumulated funds

	Unrestricted funds		Unrestricted funds	
	General 2021 £	Total 2021 £	General 2020 £	Total 2020 £
Balance brought forward	333,636	333,636	351,144	351,144
Net income/(expenditure) for the year	136,709	136,709	(17,508)	(17,508)
	<u>470,345</u>	<u>470,345</u>	<u>333,636</u>	<u>333,636</u>

# Postcode Community Trust

## Notes to the financial statements *(continued)*

### 12 Related party transactions

Each Postcode Trust transfers up to 10% of the net proceeds from every lottery draw into a separate bank account which is held in the name of People’s Postcode Trust. Support costs are then paid from this account and split between each of the Trusts. R Flett, D Sharrod and G Hill are also directors of Postcode Local Trust and People’s Postcode Trust. The value of funds transferred from these Trusts to People’s Postcode Trust and costs paid by People’s Postcode Trust on the Trusts’ behalf is set out below:

	Opening balance due (to)/ from People’s Postcode Trust  £	Opening share of trade creditors  £	Transfer of net proceeds to People’s Postcode Trust  £	Support costs paid on behalf of Trusts  £	Monies refunded by People’s Postcode Trust to the Trusts  £	Trust’s share of year end trade creditors  £	Closing balance due (to)/from People’s Postcode Trust  £
Community	19,806	(11,454)	85,268	(80,634)	-	7,375	20,361
	=====	=====	=====	=====	=====	=====	=====

Postcode Lottery Limited is also considered to be a related party.

During 2021 £2,201,780 (2020: £2,274,087) was retained by Postcode Lottery Limited as their external lottery management fee.

A Services Agreement also exists between Postcode Community Trust and Postcode Lottery Limited, whereby staff costs and running expenses of the Trusts are paid by Postcode Lottery Limited. All staff are employed by Postcode Lottery Limited, and the total of these costs are recharged on a monthly basis. In the year to 31 December 2021 £64,224 (2020: £64,079) was due to Postcode Lottery Limited, with £7,224 (2020: £11,304) being outstanding at the year end.