This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator’s guidance notes and the alternate example provided for a more complex company with more detailed notes.

**PART 1 - GENERAL DESCRIPTION OF THE COMPANY’S ACTIVITIES AND IMPACT**

In the space provided below, please insert a general account of the company’s activities in the financial year to which the report relates, including a fair and accurate description of how they have benefited the community, or section of the community, which the company is intended to serve.

The company was set up by Sherston Parish Council to renovate and convert for commercial and community use the Old School premises in High Street, Sherston. Completion of the purchase of the premises took place on 1 April 2011 and during the two years to 31 March 2013 the necessary renovation and restoration work on the premises has been substantailly completed.

Tenants were obtained for the entire space created and, at the date of this report, the premises are in 100% occupation.

The premises offer new commercial opportunities for local businesses and employment possibilities for around 25 people.

(If applicable, please just state “A social audit report covering these points is attached”).

(Please continue on separate continuation sheet if necessary.)
**PART 2 – CONSULTATION WITH STAKEHOLDERS** – Please indicate who the company’s stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

The project has the huge support of the community. An in-depth consultation in May 2008 balloted 1,300 villagers of whom 722 replied and 690 of those (95%) were in favour. Cllr John Thomson, Deputy Leader Wiltshire Council, wrote ‘I am very pleased to be able to support this project … A scheme like this could become the envy of many other rural villages in Wiltshire and the blue-print for others to follow. I wish it every success.

SOSCIC won the Wiltshire Council Voluntary and Community Award 2012 for Community Leadership.

At the date of this report the company has 285 members.

All members were invited to meetings on 7 November 2011 and 12 November 2012 to hear the latest about the project, the latest ideas about timetable, to get answers to questions and to have an opportunity to get involved.

(If applicable, please just state “A social audit report covering these points is attached”).

**PART 3 – DIRECTORS’ REMUNERATION** – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, “There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director’s loss of office, which require to be disclosed” (See example with full notes). If no remuneration was received you must state that “no remuneration was received” below.

No remuneration was received by any director.

**PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION** – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that “no transfer of assets other than for full consideration has been made” below.

No transfer of assets other than for full consideration has been made.

*(Please continue on separate continuation sheet if necessary.)*

(N.B. Please enclose a cheque for £15 payable to Companies House)
PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

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<th>Date</th>
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Office held (tick as appropriate)  [ ] Director  [ ] Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

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When you have completed and signed the form, please send it to the Registrar of Companies at:

*For companies registered in England and Wales:* Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff

*For companies registered in Scotland:* Companies House, 4th Floor, Edinburgh Quay 2, 139 Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

*For companies registered in Northern Ireland:* Companies House, 2nd Floor, The Linenhall, 32-38 Linenhall Street, Belfast, BT2 8BG