



**ONGO COMMUNITIES COMMON BOARD**

**COMPRISING OF: ONGO COMMUNITIES LTD (Company Number 08619739)  
ONGO RECRUITMENT LTD (Company Number 04750128)  
CROSBY BROKERAGE LTD (07307333)**

**Held at 2.30pm on Thursday 1 September 2022  
By Microsoft Teams**

**MINUTES**

**Present:**

**Common Board:** Helen Lennon (Chair), Jan Williams, Natalie Cresswell

**Officers:** Ashley Harrison, Karen Cowan, Kassandra Boothby (Minutes), Jo Sugden, Kevin Hornsby

**Apologies:** None

**Absence:** None

**Observers:** None

The meeting was confirmed as quorate - two members are required as per Articles of Association for all companies (Article 12 Ongo Communities Ltd, Article 9.2 Ongo Recruitment Ltd and Article 11.2 Crosby Brokerage Ltd)

**Declarations of Interest:** Helen Lennon and Natalie Cresswell declared they are members of the Group Common Board and Jan Williams is employed by Ongo.

**Time meeting opened:** 2.31pm

1. **Agenda Item 3 – Year End Financial Statements Ongo Communities Ltd**

*Summary: The Companies Act 2006 requires a set of audited statutory accounts to be prepared for each company within the Ongo Group.*

Discussion points/questions:

- The Chair of the Board was impressed with the performance of Ongo Communities.
- The Board agreed this item.

**Ongo Communities Agreed: The Board:**



- Considered the statutory accounts for Ongo Communities Limited for the year ended 31 March 2022 and authorised them for approval.
- Considered the letter of representation and agreed for it to be signed as approved on behalf of the Board.
- Reviewed and noted the contents of Crowe’s external audit completion report.
- Gave authority for the documentation to be signed either by wet ink or e-signature by the required signatories and officers are authorised to make the necessary filings with regulatory bodies.

## 2. **Agenda Item 4 – Year End Financial Statements Ongo Recruitment Ltd**

*Summary: The Companies Act 2006 requires a set of audited statutory accounts to be prepared for each company within the Ongo Group. The financial statements form the basis of the corporation tax computation for the year ended 31 March 2022.*

Discussion points/questions:

- A Member highlighted that on page 5 of the accounts in the first paragraph there was a statement that Ongo Recruitment was a company limited by shares. This needed to be corrected to state that Ongo Recruitment does not have shares, it is a company limited by guarantee.
- The Board approved the accounts for Ongo Recruitment after the correction of the above statement.

**Ongo Recruitment Agreed:** The Board:

- Considered the statutory accounts for Ongo Recruitment Limited for the year ended 31 March 2022 and authorised them for approval.
- Considered the letter of representation and agreed for it to be signed as approved on behalf of the Board.
- Noted the contents of Crowe’s external audit completion report applies to all companies and has been discussed in the earlier item relating to Ongo Communities Ltd.
- Approved the submission of filleted accounts to the Registrar of Companies.
- Gave authority for the documentation to be signed either by wet ink or e-signature by the required signatories and officers are authorised to make the necessary filings with regulatory bodies.

## 3. **Agenda item 5 – Year End Financial Statements Crosby Brokerage Ltd**

*Summary: The Companies Act 2006 requires a set of audited statutory accounts to be prepared for each company within the Ongo Group. The financial statements form the basis of the corporation tax computation for the year ended 31 March 2022.*

Discussion points/questions:

- The Board were happy with this report and approved the accounts.

**Crosby Brokerage Agreed:** The Board:

- Considered the statutory accounts for Crosby Brokerage Ltd for the year ended 31 March 2022 and authorised them for approval.
- Considered the letter of representation and agreed for it to be signed as approved on behalf of the Board.
- Noted the contents of Crowe’s external audit completion report applies to all companies and has been discussed in the earlier agenda item on Ongo Communities Ltd.
- Gave authority for the documentation to be signed either by wet ink or e-signature by the required signatories and officers are authorised to make the necessary filings with regulatory bodies.

**4. Agenda item 5 – Consideration of Going Concern**

*Summary: The expected financial performance of Ongo Communities Ltd, Ongo Recruitment Ltd and Crosby Brokerage Ltd for financial year (FY) 2022/23 and FY2023/24 is based on the budget for those years, and considers the closing statements of financial position at 31 March 2023 and 31 March 2024 respectively.*

Discussion points/questions:

- The Board asked about the impact of inflation of the future of business within Communities. This is not factored into this report at the moment however the sensitivity analysis that has been created will have covered this.
- The Board were informed Crosby Brokerage Ltd are nearing the VAT threshold and may have to register for VAT with an annual cost of around £5k. Board were asked if they were comfortable with this and were assured there will be discussions with North Lincolnshire Council to enforce a longer term plan with regards to paying VAT.
- The Board accepted the VAT issue and agreed this report.

**Ongo Communities, Ongo Recruitment and Crosby Brokerage Agreed:** The Board considered and confirmed the assessment of Going Concern for Ongo Communities Ltd, Ongo Recruitment Ltd and Crosby Brokerage Ltd for financial years (FY) 2022/23 and FY2023/24 and noted the contents of this report.

With no further business the meeting closed at 2.39pm.

Signed by Chair: ..... Date: .....

As a true and correct record of the Ongo Communities Common Board meeting held on 1 September 2022.