

The Hotwells and Cliftonwood Community Association

(A company limited by guarantee)

Report and Financial Statements

Year ended: 31 March 2020

Charity No: 1044943

Company No: 2915523

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Hotwells & Cliftonwood Community Association

Legal and Administrative Information

Status

The organisation is a charitable company limited by guarantee, incorporated on 5 April 1994 and registered as a charity on 16 March 1995.

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

Under those Articles the members of the Management Committee are elected at the AGM to serve a period of 3 years, subject to ratification at each AGM and on a rotation basis of 1/3 of the committee each year.

Management Committee

Trustees / Directors:

Dennis Gornall, Chair

Brenda McLennan, Treasurer

James Smith

Carol Walton

Christine Smart

Carol Lilwall

Management Committee Members:

Heather Watts

Norma Innes

Caroline Grazebrook

Gary Palmer

Secretary

Ms B McLennan

Registered Office and operation address

c/o- 16 Granby Hill, Hotwells, Bristol, BS8 4LT

Bankers

HSBC, 149 Whiteladies Road, Clifton, Bristol, Avon, BS8 2RR

Hotwells & Cliftonwood Community Association

Report of the Management Committee

For the Year Ended 31 March 2020

The management committee presents its report and the unaudited financial statements for the year ended 31 March 2020.

Activities

The company is a charity and exists to:

To promote the benefit of all people who live and work in the area of Hotwells and Cliftonwood and its neighbourhood, without distinction of sex or of political, religious or other opinions. To undertake this by working with the Local Authorities, relevant voluntary organisations and the people in the area in a common effort to improve the conditions of life for all, through education, information and the provision of facilities and activities that support community wellbeing.

To achieve this object, the charity operates a number of projects and activities.

Results

The net incoming resources for the year amounted to £275 of which £3,335 relates to restricted projects. The balance of the general and designated fund now stands at £28,826.

Working with the City Council

The CA continues to contribute to the new structure of Area Committees within the City Council and has put forward proposals for development. Because of funding limitations it is not expected that these will be realised until 2021/22 at the earliest. The CA continues to work with the Council's tree officer to ensure that planting is successful or followed by replacement. The CA will continue to work closely with the Council's revised structures to look for opportunities for benefit to the Community.

Open Spaces

The CA continues to work to regenerate the "Piazza" space by Cumberland Basin. Trees that did not flourish have been replaced, more space has been greened with planting and work continues to brighten the concrete with art work. Unfortunately time, energy and money has had to be spent removing or painting over tagging and unwelcome graffiti. However more and different people have been engaged in these activities. The Cliftonwood Town Green continues to enjoy massive use in proportion to its size and the Open Air Cinema continues to be a successful "community night out".

Community Consultation and Information Sharing

The Association remains committed to trying to ensure that members of the Community can have their say and thereby influence the work of the CA and help to improve the area. The CA has continued to develop its e-bulletin in both content and style. Our noticeboards continue to have heavy usage and we are seeking more sites to try and ensure better geographic coverage. We remain committed to trying to extend our communication systems to reach more people in the area.

Clean Air Group

The Hotwells and Cliftonwood Clean Air Group – HCCAG – has struggled to develop a strong engagement with the Community. During the last year attention was drawn by the Council’s activities towards a clean air policy and the arrival of the Clifton Climate Action Group which has held regular meeting in the local library.

Cumberland Basin Stakeholder Group

During 2019/20 the CA continued to play a major role in this Group and facilitated a major public meeting following on from a Council exercise to “obtain views” about particular aspects of the development which was not classed as consultation. The Chair of the CA, who is also chair of this Group, was invited by the Mayor to participate in his Western Harbour Advisory Group. The CA will continue to play a significant role in working with the Council and representing the community during the process of the planned developments in this area.

Community Development

The CA continues to try and play an important role within the City Council’s structures for local decision making. The CA continues its close link with the Jacob’s Well Hub and a member of that group sits on the CA committee.

Future Strategy

The charity plans to continue the sort of activities it has engaged in over the last few years subject to satisfactory funding arrangements. The CA will continue to try and play a full roll within the Council’s new devolved powers structure, the Area Committee. More volunteer input remains a constant ambition. The Committee was pleased to recruit 3 new members around the time of the last AGM but more are required to support our work.

Reserves Policy

The management committee had established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets (the ‘free reserves’) held by the charity should be between 3 and 6 months of the resources expended. Given our minimum expenditure on overheads, we continue to think that a figure of between £1,000 and £2,000 would be more appropriate given our activities. At present, the unrestricted reserves, which amount to £16,896 are more than adequate to fulfil the policy.

Investment Policy

The management committee has considered the most appropriate policy for investing funds. However, at present there are limited funds available for investment that need monitoring to achieve a satisfactory return. We are currently holding any surplus funds in a high interest bank account which does not restrict access to these funds.

Risk Review

The management committee has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to funding have led to the development of a strategic plan to allow for the diversification of funding and activities. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Hotwells & Cliftonwood Community Association

Responsibilities of the Management Committee

Company law requires the management committee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the management committee should follow best practice and:

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

The management committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. The management committee is 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.

Members of the Management Committee

Members of the management committee, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1. Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31 March 2020 was 6 (2019 – 6).

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities and in accordance with the special provisions of the Companies Act 2006 relating to small entities.

Approved by the Management Committee on _____ 2020,

and signed on its behalf by

Hotwells & Cliftonwood Community Association

Balance Sheet as at 31st March 2020

	Notes	2020 £	2019 £
Tangible Assets	3	-	-
Current Assets			
Debtors & prepayments		100	-
Cash at Bank & in hand	4	37,171	36,995
Total Current Assets		37,271	36,995
Current Liabilities			
Creditors – amounts falling due within 12 months	5	-	-
Net Current Assets		37,271	36,995
Net Assets		37,271	36,995
Represented by:			
General Funds		16,896	18,044
Restricted Funds		8,445	5,110
Designated Funds		11,930	13,841
Total Funds		37,271	36,995

For the year ending 31st March, 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts

These financial statements were approved by the Management Committee on

2020

By:
on behalf of the Management Committee

Hotwells & Cliftonwood Community Association

Statement of Financial Activities

[including Income and Expenditure Account]

For the Year ended 31st March 2020

	Notes	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Designated Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Incoming Resources:						
Grants		-	1,000	4,660	5,660	1,000
Donations & Fundraising		1,017	2,905	-	3,922	26,404
Activities		305	-	-	305	165
Other Income		-	-	-	-	-
Interest Receivable		64	-	-	64	44
Total Incoming Resources		1,386	3,905	4,660	9,951	27,613
Resources Expended:						
Cost of Activities in furthering the charity's objectives	2	2,534	570	6,572	9,676	8,896
Management & Administration	2	-	-	-	-	-
Total resources Expended		2,534	570	6,572	9,676	8,896
Net Income for the Year		(1,148)	3,335	(1,912)	275	18,717
Total Funds as at 1st April 2019		18,044	5,110	13,841	36,995	18,278
Transfers between funds		-	-	-	-	-
Total Funds as at 31st March 2020		16,896	8,445	11,930	37,271	36,995

Hotwells & Cliftonwood Community Association

Notes to the Accounts for the Year ended 31st March 2020

(1) Principle Accounting Policies

The principle accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year.

The accounts have been prepared under the historical cost convention, and in accordance with the Statement of Recommended Practice: Accounting and reporting by Charities (SORP 2005) issued in March 2005, applicable accounting standards and the Companies Act 2006. The principle accounting policies adopted in the preparation of the financial statements are as follows:

Depreciation

Tangible fixed assets are being written off over the expected useful life of the asset using the straight line basis at 25% per annum.

Restricted and Designated Funds

Restricted funds are to be used for specific purposes as laid down by the donor.

Unrestricted funds are income received and generated by the objects of the charity without further specified purpose and are available as general funds.

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

Grants

Grants are recognised in full in the SOFA in the year in which they are receivable.

Resources Expended

Resources expended are recognised in the period in which they occur. Resources expended include attributable VAT.

(2) Resources Expended

	Costs in Furtherance of the Objectives of the Charity	Management & Administration	Total 2019
	£	£	£
Administrative support	285	-	-
Insurance	387	-	387
Projects & Activities	1,929	-	8,327
Sundry Expenses	-	-	182
	2,601	-	8,896

Hotwells & Cliftonwood Community Association

Notes to the Accounts for the Year ended 31st March 2020

(3) Fixed Assets

	Improvements	Fittings & Equipment	Total
	£	£	£
Cost			
At beginning of year	-	-	-
Additions	-	-	-
Disposals	-	-	-
Cost at end of year	-	-	-
Depreciation			
Balance brought forward	-	-	-
Disposals	-	-	-
Charge for the year	-	-	-
Accumulated Depreciation	-	-	-
Net Book Value 31st March 2019	-	-	-
Net Book Value 1 st April 2018	-	-	-

(4) Debtors

	2020	2019
	£	£
Deposits paid	100	-
Sundry debtors	-	-

(5) Creditors: amounts falling due within 12 months

Sundry creditors and accruals	-	-
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(6) Employee information

FTE Number of employees	-	-
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(7) Trustees information

Trustees remuneration and expenses	-	-
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Hotwells & Cliftonwood Community Association

Notes to the Accounts for the Year ended 31st March 2020

(8) Analysis of net assets between funds

	General Funds £	Designated Funds £	Restricted Funds £	Total £
Tangible Fixed Assets	-	-	-	-
Current Assets	16,896	11,930	8,445	37,271
Current Liabilities	-	-	-	-
Liabilities over 12 months	-	-	-	-
Net Assets at 31st March 2020	16,896	11,930	8,445	37,271

(9) Movement in funds

	Balance 1st April 2019 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance 31st March 2020 £
Unrestricted Funds:					
General Fund	18,044	1,386	(2,534)	-	16,896
Designated Funds:					
Piazza & Pocket Park	13,829	4,660	(6,572)	-	11,917
Transition Hotwells	13	-	-	-	13
Restricted Funds:					
Ambra Vale Town Green	688	-	(49)	-	639
Argyle Place Playground	853	275	(420)	-	708
Jacob Well Community Hub	-	2,480	-	-	2,480
Phone box project	2,000	-	-	-	2,000
Avon Crescent	-	150	-	-	150
Neighbourhood Forum	975	1,000	(100)	-	1,875
Neighbourhood transport Initiative	593	-	-	-	593
	36,995	9,951	(9,675)	-	37,271