

The Hotwells and Cliftonwood Community Association

(A company limited by guarantee)

Report and Financial Statements

Year ended: 31 March 2021

Charity No: 1044943

Company No: 2915523

Contents	Page
Legal and Administrative Information	3
Report of the Management Committee	4
Balance Sheet	7
Statement of Financial Activities	8
Notes forming part of the Financial Statements	9

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 (resigned November 2020)

Management Committee Members:

Heather Watts

Norma Innes

Caroline Grazebrook

Gary Palmer (resigned July 2020)

Damian Rooney (Co-opted January 2021)

Catherine Farnham (Co-opted January 2021)

Hazel Streeter (Co-opted January 2021)

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 2021

The management committee presents its report and the unaudited financial statements for the year ended 31 March 2021.

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 outgoing resources for the year amounted to £4,488 of which £1,247 relates to restricted projects. The balance of the general and designated fund now stands at £25,585.

Covid and its effect on the CA and its activities

It will no doubt be well understood that during this period almost all plans have had to be put on hold or significantly adjusted to cope with the effects of the pandemic. All meetings, public and committee, have had to be managed on-line. Notwithstanding some of the disadvantages of this we have been pleased to notice a steady rise in subscribers to our monthly e-bulletin. This communication gave us the opportunity to keep subscribers informed of changes taking place in the area because of the pandemic.

Working with the City Council

This aspect of our work has been severely curtailed, partly due to the pandemic but also due to the extreme limitations for gaining any advantage for our community due to resource problems. We have retained a close link throughout with our Councillors

Open Spaces

The CA continues to work to regenerate the "Piazza" space by Cumberland Basin. 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 and other activities which have been managed according to Covid guidelines on social distancing etc.. The Cliftonwood Town Green has, sadly, had little opportunity to realise its potential because of the pandemic. However a little local community library has been established in one of the Green's sheds and has proved much used. Sadly the Open Air Cinema has not been able to happen this year.

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 have opened one new board and have applied for planning permission for another to try and ensure better geographic coverage. We remain committed to trying to extend our communication systems to reach more people in the area.

Cumberland Basin Stakeholder Group

This group continues to play an important influencing role in the discussions around possible development in what the Council call Western Harbour. The Group was pleased to learn in the year that the Council have committed to going back to the drawing board and are engaging consultants to carry out a major engagement exercise in the community and across Bristol before proceeding further. The Group and HCCA will play an active role in that exercise.

Community Development

During the year the CA undertook a major community survey to try and identify where we should devote the time and energy of members and volunteers. This was a successful exercise in a number of respects. Three respondents agreed to come onto the Management Committee and a further ten people volunteered to help with maintain the cleanliness of steps and paths in the area.

Future Strategy

The charity will continue to try and fulfil its core purpose as the community emerges from the pandemic. More volunteer input remains a constant ambition.

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 £16,123 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 2021 was 6 (2020 – 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 2021,

and signed on its behalf by

Hotwells & Cliftonwood Community Association

Balance Sheet as at 31st March 2021

	Notes	2021 £	2020 £
Tangible Assets	3	-	-
Current Assets			
Debtors & prepayments		-	100
Cash at Bank & in hand	4	32,783	37,171
Total Current Assets		32,783	37,271
Current Liabilities			
Creditors – amounts falling due within 12 months	5	-	-
Net Current Assets		32,783	37,271
Net Assets		32,783	37,271
Represented by:			
General Funds		16,123	16,896
Restricted Funds		7,198	8,445
Designated Funds		9,462	11,930
Total Funds		32,783	37,271

For the year ending 31st March, 2021 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

2021

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 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Designated Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Incoming Resources:						
Grants		-	-	-	-	5,660
Donations & Fundraising		918	-	-	918	3,922
Activities		-	-	-	-	305
Other Income		-	-	-	-	-
Interest Receivable		16	-	-	16	64
Total Incoming Resources		934	-	-	934	9,951
Resources Expended:						
Cost of Activities in furthering the charity's objectives	2	1,707	1,247	2,468	5,422	9,676
Management & Administration	2	-	-	-	-	-
Total resources Expended		1,707	1,247	2,468	5,422	9,676
Net Income for the Year		(773)	(1,247)	(2,468)	(4,488)	275
Total Funds as at 1st April 2020		16,896	8,445	11,930	37,271	36,995
Transfers between funds		-	-	-	-	-
Total Funds as at 31st March 2021		16,123	7,198	9,462	32,783	37,271

Hotwells & Cliftonwood Community Association

Notes to the Accounts for the Year ended 31st March 2021

(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 2020
	£	£	£
Administrative support	-	-	285
Insurance	387	-	387
Projects & Activities	1,320	-	1,929
Sundry Expenses	-	-	-
	1,707	-	2,601

Hotwells & Cliftonwood Community Association

Notes to the Accounts for the Year ended 31st March 2021

(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 2021	-	-	-
Net Book Value 1 st April 2020	-	-	-

(4) Debtors

	2021	2020
	£	£
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 2021

(8) Analysis of net assets between funds

	General Funds £	Designated Funds £	Restricted Funds £	Total £
Tangible Fixed Assets	-	-	-	-
Current Assets	16,123	9,462	7,198	32,783
Current Liabilities	-	-	-	-
Liabilities over 12 months	-	-	-	-
Net Assets at 31st March 2021	16,123	9,462	7,198	32,783

(9) Movement in funds

	Balance 1st April 2020 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance 31st March 2021 £
Unrestricted Funds:					
General Fund	16,896	934	(1,707)	-	16,123
Designated Funds:					
Piazza & Pocket Park	11,917	-	(2,468)	-	8,849
Police Transformers Funds	600	-	-	-	600
Transition Hotwells	13	-	-	-	13
Restricted Funds:					
Ambra Vale Town Green	639	-	(55)	-	584
Argyle Place Playground	708	-	-	-	708
Jacob Well Community Hub	2,480	-	(1,192)	-	1,288
Phone box project	2,000	-	-	-	2,000
Avon Crescent	150	-	-	-	150
Neighbourhood Forum	1,875	-	-	-	1,875
Neighbourhood transport Initiative	593	-	-	-	593
	37,271	934	(5,422)	-	32,783