

THREE TREES COMMUNITY CENTRE

# **Report and Financial Statements**

## **Three Trees Community Centre**

Year Ended 31 December 2017

Registered Company in England No. 07476312  
Registered Charity No. 1140924

**Three Trees Community Centre**  
Chelmsley Wood Baptist Church  
Hedingham Grove  
Chelmsley Wood B37 7TP

# Report & Financial Statements

For the Year 1<sup>st</sup> January 2017 to 31<sup>st</sup> December 2017

<b>Contents</b>	<b>Pages</b>
Company Information	2
Directors and Trustees Report	3
Examiner's Report	5
Balance Sheet	6
Statement of Financial Activities	7
Notes to the financial statements	12

# **Report & Financial Statements**

**For the Year 1<sup>st</sup> January 2017 to 31<sup>st</sup> December 2017**

**Directors and Trustees:-**

Neil Roberts (Chair)

Pat Hayes

Kris Chase-Byrne

Alison Trout

Louise beddoe

Mark Frampton

Michael Samworth

**Registered Office & operational address :**

Three Trees Community Centre

Hedingham Grove

Chelmund's Cross

Chelmsley Wood

Solihull

B37 7TP

**Principal Bankers:** Co-Operative Bank

# Report & Financial Statements

The Directors and Trustees present their report together with the financial statements of the charity for the year ended 31<sup>st</sup> December 2017.

## **The year in review**

2017 saw us begin to consolidate the use of the building having completed the redevelopment work in January. We saw an increase in use of the building, new groups have joined us, as well as a new manager starting in the spring.

We are partners in a new social enterprise, Chelmsley Community Enterprises CIC , in a neighbouring shop unit, built as part of the regeneration process. Working with other local partners we raised the necessary finance and opened the shop in early 2018. We hope this business will generate income towards Three Trees sustainability as well as provide a platform for promoting the work here and developing more activities. It has been a model not only of co-operative working but how communities can develop income streams to benefit the local economy.

In 2018 we expect to see the basic income from room use stabilise enabling us to plan ahead and also provide a foundation from which to develop further partnerships and activities.

We will also begin to look at ongoing maintenance and support plans to ensure the building keeps to a high standard and income streams are monitored and developed.

## **Structure, Governance and Management**

Three Trees Community Centre is a company limited by guarantee and a registered charity governed by a Memorandum and Articles of Association. The Directors of the charitable company ('the charity') are its trustees for the purpose of charity law and within this report are collectively referred to as the trustees.

Potential new trustees are identified in accordance with the developing service and business needs of the Charity, usually on the recommendation of the working groups that advise the Board from time to time. Final appointment follows a probationary period of observing attendance at board meetings.

## **Statement of Directors Responsibilities**

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Company and of the surplus or deficit for that period.

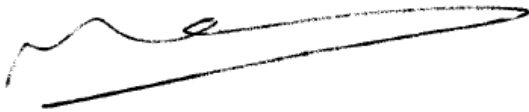
## THREE TREES COMMUNITY CENTRE

In preparing those financial statements, the Directors are required to

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

On behalf of the Board

A handwritten signature in black ink, appearing to read 'Neil Roberts', written over a horizontal line.

**Neil Roberts**

*Chair*

Date: 27<sup>th</sup> September 2018

## **Independent Examiners Report to the Trustees of Three Trees Community Centre**

I report on the Accounts of the company for the year ended 31 December 2017.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purpose of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for an independent examination, it is my responsibility to

- Examine the accounts under section 43 of the 1993 Act.
- Follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- State whether particular matters have come to my attention

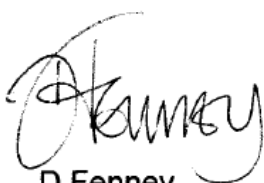
### **Basis of independent examiner's report**

My examination is carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 386 of the Company Act 2006, and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Company Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



**D Fenney**

*Independent Examiner*

Date: 15<sup>th</sup> September 2018

## THREE TREES COMMUNITY CENTRE

## Balance Sheet as at 31 December 2017

	2017 £	2016 £
<b>Fixed Assets</b>		
Tangible Assets		
<b>Current Assets</b>		
Cash at Bank	25,306	72,894
Cash in hand		
Debtors		
Creditors		
<b>Net Assets</b>	<b>25,306</b>	<b>72,894</b>
<b>Represented by:</b>		
Unrestricted Funds	29,243	9,225
Restricted Funds	-3,937	63,669
<b>Total Funds</b>	<b>25,306</b>	<b>72,894</b>

Signed



N A Roberts

*Chair*Date: 27<sup>th</sup> September 2018

THREE TREES COMMUNITY CENTRE

**Statement of Financial Activities (including Income and Expenditure accounts) for the period ended 31 December 2017**

**INCOME: RESTRICTED FUNDS**

	Food Co-Op	Tudor Trust	BIG Lottery: Reaching Communities	Phase 3 Fundraising (note: 1)	Local Fundraising	Projects Funds	Holding	Restricted Funds Total
<b>Brought Forward</b>	112	3,810	385	55,397	2,513	1,400	52	63,669
<b>Voluntary Income</b>								
Bank Interest								
Donations								
Grants		15,500	218,939	3,850	0	1,910	5,382	245,581
<b>Other Incoming resources</b>								
<b>TOTALS</b>	<b>112</b>	<b>19,310</b>	<b>219,324</b>	<b>59,247</b>	<b>2,513</b>	<b>3,310</b>	<b>5,434</b>	<b>309,250</b>

**INCOME: UNRESTRICTED FUNDS**

		Unrestricted Funds Total
<b>Brought Forward</b>	9,225	9,225
<b>Voluntary Income</b>	62,421	62,421
Donations	62,421	62,421
Grants		
<b>Other Incoming resources</b>	0	0
<b>TOTALS</b>	<b>71,646</b>	<b>71,646</b>



THREE TREES COMMUNITY CENTRE

**INCOME  
SUMMARY 2017**

	<b>Restricted Funds</b>	<b>Unrestricted Funds</b>	
	<b>TOTAL</b>	<b>ACCUMULATED FUND (General)</b>	<b>TOTAL FUNDS, 2017</b>
Brought Forward	63,669	9,225	72,894
<b>Voluntary Income</b>	<b>245,581</b>	<b>62,421</b>	<b>308,002</b>
Donations		62,421	62,421
Grants	245,581		245,581
<b>Other Incoming resources</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL INCOMING RESOURCES</b>	<b>309,250</b>	<b>71,646</b>	<b>380,896</b>

THREE TREES COMMUNITY CENTRE

**EXPENDITURE RESTRICTED FUNDS 2017**

	Food Co-Op	Tudor Trust	BIG Lottery: Reaching Communities (Dvlpmnt)	Phase 3 Fundraising (see note 1)	Local Fundraising	Projects Funds	Holding	Restricted Funds Totals
<b>Charitable activities</b>								
Staff and management costs		19,310				750	0	20,060
Volunteer expenses						84	0	84
Office costs								
Utilities								
Insurance								
Repairs/Equipment						431	0	431
Lease								
Publicity								
Holding							33,075	33,075
<b>Projects</b>								
Phase 3 Development: Big Lottery (note: 2)			215,583					215,583
Phase 3 Development non-Lottery (note: 3)				43,954				43,954
<b>TOTAL RESOURCES EXPENDED</b>		<b>19,310</b>	<b>215,583</b>	<b>43,954</b>		<b>1,265</b>	<b>33,075</b>	<b>313,187</b>

THREE TREES COMMUNITY CENTRE

EXPENDITURE	Restricted Funds	Unrestricted Funds	TOTAL FUNDS 2017
	TOTAL	GENERAL FUND	
<b>Brought Forward</b>			
<b>Charitable activities</b>			
Staff and management costs	20,060	12,119	32,179
Volunteer expenses	84	2,299	2,383
Office costs	0	1,474	1,474
Utilities	0	9,802	9,802
Repairs/Equipment	431	5,074	5,505
Lease	0	9,600	9,600
Publicity	0	305	305
Holding	33,075	0	33,075
<b>Projects</b>	0	0	0
Phase 3 Development: Big Lottery (note: 2)	215,583	0	215,583
Phase 3 Development non-Lottery (note: 3)	43,954	1,730	45,684
<b>TOTAL RESOURCES EXPENDED</b>	<b>313,187</b>	<b>42,403</b>	<b>355,590</b>

## THREE TREES COMMUNITY CENTRE

## THREE TREES COMMUNITY CENTRE

## Movement of Funds

<b>Funds</b>	<b>Balance at 1/1/2017</b>	<b>Incoming Resources</b>	<b>Outgoing Resources</b>	<b>Balance at 31/12/2017</b>
Tudor Trust	3,810	15,500	19,310	0
Phase 3: Big Lottery	385	218,939	215,583	3,741
Phase 3: non-lottery	55,397	3,850	43,954	15,293
Local fundraising	2,513	0	0	2,513
Food Co-Op	112	0	0	112
Youth project	1,400	1,910	1,265	2,045
Holding <sup>(note: 4)</sup>	52	5,382	33,075	-27,641
<b>Restricted Total</b>				
Unrestricted	9,225	62,421	42,403	29,243
<b>Grand Total</b>	<b>72,894</b>	<b>308,002</b>	<b>355,590</b>	<b>25,306</b>

# Three Trees Community Centre

Report & Financial Statements

Notes forming part of the financial statements for the period ended 31 December 2017

## Notes:

Adjustment for decimal places may give rise to slight variations of totals.

Note 1: In addition to the grant from the Big Lottery, we are extremely grateful to a number of trusts for their support. A full list can be found in our 2016 accounts. Without this support we would not have been able to get the work done and appreciate these generous investments into our community's future

Note 2: This grant from BIG Lottery/Reaching Communities was to cover building work for Phase 3 and some further development work.

Note 3: The non-Lottery grants were raised to cover the balance of building costs and equipment/furnishings.

Note 4: Three Trees has held funds on behalf of :  
Northern Star  
Chelmond's Heritage Association  
Olive Branch Kitchen  
Chelmsley Wood Stonecarvers

## Accounting policies

The financial statements have been prepared under the historic cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2007), the Companies Act 2006 and follow the recommendations in *Accounting and Reporting by Charities: Statement of Recommended Practice* issued in March 2005.

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities in the year in which they are received.

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT, which cannot be recovered.

Depreciation is to be applied to major Capital Expenditure, such as Property purchased & not to items funded for Specific Projects.

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure, which meets these criteria, is charged to the fund, together with a fair allocation of management and support cost.

The charity is exempt from Corporation tax.