

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 30 April 2020
for
Brookvale Community Association



Section A

Independent Examiner's Report

Report to the trustees/
members of

BROOKVALE COMMUNITY ASSOCIATION

On accounts for the year
ended

30/04/2020

Charity no
(if any)

1174719

Set out on pages

3-6

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/04/2020.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

CA Derbyshire

Date:

08/09/2020

Name:

CHARLOTTE DERBYSHIRE FCCA

Relevant professional
qualification(s) or body
(if any):

CHARTERED CERTIFIED ACCOUNTANT

Address:

7 LONDON STREET, WHITCHURCH

HAMPSHIRE, RG28 7LH

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

NOTHING TO DISCLOSE



Brookvale

Community Association

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30th April 2020

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 30th April 2020.

BCA Trustees for the year ending 2019/2020

MALCOLM MACINNES
CATHY WILLIAMS
HELEN CAMPER

CATHY MAWER
TED BLACKMORE
SQUIRES

BCA Governing Document

Brookvale Community Association (BCA) is a charity governed by its constitution that was adopted 24th February 1975 and updated May 2008. It is registered as a charity with the Charity Commission. Charity No 1174719. Its registered address is Brookvale Village Hall, Lower Brook St, Basingstoke RG21 7RP. Brookvale Community Association held an EGM on 24th November 2016 when it was agreed to adopt a new Constitution as a Charitable Incorporated Organisation (CIO).

BCA Appointment of Trustees

Trustees and honorary officers are elected by the members at the AGM. The trustees shall retire from office at the end of the annual general meeting three years after his or her appointment but shall be eligible for re-election. Trustees can be nominated by members associate members or existing Trustees.

The trustees undertake ongoing professional development to help keep up to date.

BCA - the Objects of BCA

To promote the benefit of the inhabitants of Brookvale and the neighbourhood (hereinafter called 'the area of benefit') without distinction of sex or of political, religious or other opinions, by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants.

To establish and secure the Village Hall (hereinafter called the 'Hall') and to maintain, or to co-operate with any local statutory authority in the maintenance and management of such a Hall for activities promoted by the Association and its constituent bodies in furtherance of the above objects.

To promote such other charitable purposes as may from time to time be determined.

The Association shall be non-party in politics and non-sectarian in religion. The area of benefit shall be Brookvale and the neighbourhood together defined by Basingstoke.

BCA Public Benefit for the Year Ending 2019/20

The BCA has had regard to the Charity Commission's guidance on public benefit. Its impact can be illustrated by the growing footfall in the Village Hall across the wide range of groups hosted and the family parties and community festivals. Further development is planned over the next 3 years. The Brookvale Community Garden continues to be available for residents' use.

Events organised by BCA included the tenth year of **Brookvale in Bloom**. The event gave local residents the opportunity to show their work in their gardens, that makes Brookvale a beautiful place to live and to support local residents understanding of the Conservation Area of Brookvale.

A free **Annual Sustainability Day** was held on 28th September, part of Basingstoke Green Week, with workshops and educational content on Water, Renewable Energy & Warming. An entertaining history talk on **Typhoid in Basingstoke** was held on the 15th August, and a **Sounds of the 60s evening** on 8th June. Our **Annual Thornycroft Day** on 27th April provides historic information and memorabilia, which enabled one woman to discover the names of the apprentices who were previously billeted in her Brookvale home!

The annual play on the 7th December was **A Christmas Knight**, produced by Proteus. This was a very enjoyable event with good feedback from the audience, cast and volunteers!

The annual **Halloween kids disco** was very successful, and would have been repeated in 2020. We held a fund-raising MacMillan Coffee Morning and the BCA AGM on the 5th September. Our **Brookvale In Bloom** competition on 28th July included entries from children, and prizes were presented by our Mayoress, continues to be a successful annual event which brings our community together.

The BCA provides **free of charge** its **Lyndon Jones Room** to support the **NCT B.A.B.I.E.S** (Babies and Breastfeeding: Information, Encouragement, Support) service. This service is funded through NCT Branch fundraising and personal donations, without which the service would not be able to run.

The **Brookvale Lottery** continues to be run by Cathy Mawer and BCA thank her for her invaluable continued commitment. Funds from the lottery will go towards the Hall redevelopment.

The **Blurb** (newsletter) and the **website** (at Brookvale.org.uk) continue to offer information to the community of Brookvale about what's going on, including planning and other consultations. This year **BCA** managed to produce 4 Blurbs (Apr 2019 to Apr 2020) going out to over 1600 homes each time. The committee would like to thank those (Malcolm and others) that help to pull the Blurb together and those volunteers that distribute it.

The BCA website undergoes continual update and improvement.

The BCA also has a very active Facebook page, to distribute up-to-date news, and get views and feedback from the community.

In addition, a **Covid-19 support leaflet** was delivered to 1600 homes, offering help with shopping, prescription delivery, cooking and dog walking. We were pleased that 12 residents came forward to help.

Hiring of the hall was taken up by many families from the Brookvale community and surrounding area as well as the regular hirers providing a wide choice of groups for children and adults that make up our core income.

The Development Sub Committee continues to work on behalf of the Brookvale community to ensure developments are what the local residents want and that issues of access around Brookvale are addressed.

Grants

Brookvale Community Association has not applied for any funding this year

BCA Reserves Policy

It is the policy of the charity to maintain free reserves at a level that balances our objective to develop and support services with our need to remain financially stable. A minimum level of free reserves equating to at least 3 months of unrestricted expenditure without any income is considered sufficient to cover management, administration and support costs and to respond to emergency needs which arise from time to time. Restricted reserves include grants received for equipment.

Assets Managed by the Trustees

BCA manages Brookvale Village Hall and fundraise to maintain and develop the building and ensure the building is there for community use. The building is currently provided by the Basingstoke and Deane Borough Council for a "peppercorn" ground rent and free of business rates. The Council do not envisage an increase in charges for the lease and rent being levied on the Charity in future years. The Charity Commission is Trustee for the lease, being for 80 years from 1 May 2008.

Note from Chair of Trustees

The charity has managed without grants to deliver community events/activities/education/support groups and successfully maintain and improve the hall.

The committee always need more volunteers to continue to deliver our community events as volunteer resources are dwindling. I gratefully thank our volunteers for all their ongoing support, as without them the community would not have a hall focus.

The 40 **solar panels** funded by Developers Contributions, known as Section 106, continue to cut costs and provide income. The second set of 26 self-funded solar panels has been installed

Work on the **Hall upgrade** has continued throughout the year. Our continuing thanks to the volunteer team that is making the project happen.

There are now 55 signed-up members of BCA, but, as always, we need more active volunteers.

The most notable event of 2020 is, of course, the Covid-19 pandemic. Brookvale Village Hall has been closed since 14th March 2020. There has been no letting income since, although safety and security maintenance costs have continued. Trustees have maintained a strong reserve of funds over previous years, and have a recovery plan that allows 24 months to return to full revenue.

Volunteers have been busy reorganising the hall with deep cleaning to ensure that we meet all the requirements for groups to safely restart with the necessary Covid19 protocols in place.

The Accounts this year show a strong balance sheet, sufficient to decide to make a 12 month bond investment, and the Trustees are confident of the charity's ability to continue as a going concern.

Finally – my personal thanks to all those that supported the BCA in **2019/20**. Let's hope the success continues into coming years.

Signed *M MacInnes* M. MacInnes Chair Date 31/07/20

Signed *C Williams* C Williams Treasurer Date 28/07/20


Brookvale Community Association


Charity No 1174719

Receipts and Payments Account for Financial Year Ending 30th April 2020 Charity No 269386

Receipts	May19_Apr 2020	May18- Apr19
Blurb adverts	£40	£20
Hall Hire net of covid 19	£23,863	£29,939
Hire deposits	£650	£1,800
Events	£569	£626
Donations	£54	£58
Lottery fund collections	£1,131	£1,150
Lottery fund interest	£1	£3
SSE FIT	£4,842	£4,581
Other	£20	£98
Total Receipts	£31,170	£38,275
Payments		
Hall		
Utilities	£2,774	£2,576
Maintenance -	£2,692	£3,546
sink	£0	£10,945
Cleaning/ materials/ gardening	£1,988	£2,299
Lottery fund draws	£960	£1,200
Hall deposit refunds	£684	£2,100
Insurance	£2,055	paid 2017/8
Equipment Purchase	£511	£2,217
Safety Protection/ Certification	£1,953	£818
Sub-Total	£13,615	£25,701
Administration including		
phone	£0	£69
stationery	£491	£509
Events	£831	£1,197
Blurb	£672	£1,035
Staff training	£0	£0
AGM	£0	£0
Other Licences/TV	£1,235	£1,046
Wages & fees	£4,891	£5,002
Internet	£384	£624
Total Payments	£22,120	£35,183.00
Balance (Deficit)	£9,050	£3,092
2Bank Balances on 30/04/2020	£31,947	£31,858
Shawbrook 12 month Bond 30/4/20	£12,000	
Lottery credit balance 30/04/2020	£1,236	£1,174.83
Cash held for floats inc lottery	£387	£196.20
Santander account balance	£0	0.37
Toddler cash float	£141	£167.85
Total assets	£45,712	£34,424

NB Hall hire damage deposit cheques are not cashed as the money is not due to BCA until any damage is itemised and invoiced. Those paid by BACS are refunded by BACS

Signed  C Williams, Hon Treasurer 10/08/2020

Signed  M MacInnes Chair 12/08/2020