OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED (A Company Limited by Guarantee)

Financial Statements 31 December 2019

Registered Company Number: 07461119 Registered Charity Number: 1142636

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED Financial Statements for the Year Ended 31 December 2019

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Legal and Administrative Information 31 December 2019

COMPANY REGISTERED NUMBER: 07461119

CHARITY REGISTERED NUMBER: 1142636

TRUSTEES / DIRECTORS:Elizabeth Clift – resigned 9th September 2019
Patrick Lowe – resigned 9th September 2019
Donna Nerantzidis – resigned 9th September 2019
Julie Drake – resigned 9th September 2019
Theresa Salvage – resigned 9th September 2019
Phillipa Smith – appointed 9 September 2019
Lisa Mytton – appointed 9th September 2019
Reyna Kothari - appointed 9th September 2019, resigned
14 July 2020.
Laura Bissonnet - appointed 9th September 2019,
resigned 14 October 2019
Katherine Milner-Gulland – resigned 14 October 2019
Lucy Holmes – appointed 14 October 2019

REGISTERED ADDRESS:

Old Boat Corner Community Centre Carden Park Carden Hill Brighton East Sussex BN1 8GN

BANKERS:

HSBC 1 Kings Parade Ditchling Road Brighton BN1 6JT

INDEPENDENT EXAMINER:

Rachel Balchin FCA Bulldog Accounting Ltd Kemp House 160 City Road London EC1V 2NX

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED Trustees Annual Report and Accounts 31 December 2019

The Trustees present their report together with the financial statements for the year ended 31st December 2019.

ORGANISATIONAL STRUCTURE AND MANAGEMENT

The Old Boat Corner Community Association is a charitable company limited by guarantee: it was incorporated on 6th December 2010 and registered as a charity on 29th June 2011. It was established under a Memorandum of Association, which describes the objects and powers of the charitable company; it is governed under its Articles of Association. Under those Articles, the Trustees are elected from amongst the membership of the Association at the Annual General Meeting.

Trustees

The Annual General Meeting was scheduled to take place on Monday 20 April 2020. A national lockdown was imposed by the Government on 16 March 2020 due to the Coronavirus Pandemic. At the meeting of the Trustees on the same day, it was agreed to delay the AGM until it could be held safely with members. This was allowed by the Corporate Insolvency and Governance Act 2020.

These following persons were elected as Trustees at the Extraordinary General Meeting on Monday 9th September 2019 and were appointed as Directors of the Company on that date:

Laura Bissonnet Lisa Mytton Philippa Smith Reyna Kothari

The following resigned as Trustees and Directors on 9th September 2019:

Donna Nerantzidis Elizabeth Clift Julie Drake Patrick Lowe Theresa Salvage

Lucy Holmes was appointed as a Trustee and Director 14 October 2019.

Laura Bissonnet and Kate Milner-Gulland resigned as Trustee and Director 14 October 2019.

Reyna Kothari resigned as a Trustee and Director 14 July 2020.

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED Trustees Annual Report and Accounts 31 December 2019 - continued

Governance and decision making

Voluntary and not-for-profit associations and organisations which wish to support or further the aims of the Association may become affiliated groups on payment of an annual fee. Affiliated groups may nominate a representative to vote at general meetings.

The Trustees of the Association share the overall management of the Association and form the Management Committee which meets monthly and is charged with the day-to-day running of the Association.

The duties and responsibilities of Trustees are explained to candidates before the elections at the AGM. The first Management Committee meeting after the AGM is largely taken up by an induction session for newly elected Trustees. Management Committee members are encouraged to attend appropriate training provided by local organisations and to refer to appropriate sources of information, in particular the Charities Commission website.

OBJECTIVES AND ACTIVITIES

Objects

The principal activity of the company and its charitable objects is that of: promoting the benefit of the inhabitants of the local area (Patcham Ward and Stanmer and Hollingbury Ward) by associating together the said inhabitants, the local authority, voluntary and other organisations 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; establishing a community centre and maintaining and managing the same in furtherance of the above objects.

How Old Boat Corner Community Association's activities deliver public benefit

The main activity of the OBCCA is the management of Old Boat Corner Community Centre which provides facilities and amenities to the public which would not otherwise be available in the local area. As described in the following section on its activities, the Centre is well used by community groups and local residents.

Trustees Annual Report and Accounts 31 December 2019 - continued

RISK REVIEW

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and events and to ensure consistent quality of delivery for all operational aspects of the charity. These procedures are reviewed periodically to ensure that they still meet the needs of the charity.

Activities

Various groups used the centre in 2019 and these are as follows:

5th Patcham Brownies and Guides **B-RIGHT-ON Basketball Brighton Eectors** Brighton Guide Depot Carden Tots Childminders Group Edge Girlguiding Sussex Hollingbury Library Home Education Group Krav Maga Les Franglophones Little Learners Out of the Box **PW** Performers Sama Karate Sparks Basketball Spiral **Tumble Tots Xtra Dog Training**

Hollingbury Library was open 7 days per week offering books and use of computer equipment to the public.

The café continues to be open daily serving hot and cold food. Three part time Café assistants are employed for 4 hours a day (10am-2pm Monday to Friday and 10am to 3pm Saturday and Sunday). These hours are extended in the summer holidays. The committee continues to look at new ways of bring in revenue through the café.

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED Trustees Annual Report and Accounts 31 December 2019- continued

There is disabled access and there are disabled facilities within the building. Because the Association is not financially able to provide adequate staffing levels the Centre can only be open when activities are taking place. Even so we are able to open the Centre from Monday to Friday 9am-2pm, Saturday 10am-3pm and Sunday 10am-3pm.

During opening hours the centre may be accessed by the public in general who may also hire the facilities. The Trustees believe the hire charges are very reasonable but, in any case, groups are allowed to meet in the social area of the building free of charge whilst the café is open. Hire charges range from $\pounds 10$ per hour for a weekday session.

ACHIEVEMENTS AND PERFORMANCE IN 2019

The Association continues to welcome new groups and is looking at ways of filling daytime bookings.

The Association continued to monitor its expenditure and increase income whilst making the centre a hub for the community.

A whole new group of people were elected to the board of Trustees in September 2019 and they have worked hard to understand their duties as trustees and managers of the centre, in order to provide this resource for the community in to the future.

POST YEAR-END EVENTS

The centre was forced to close to the public during the first wave of the Coronavirus Pandemic. OBBCA Ltd quickly set up an emergency food hub and was delivering food parcels to 45 families a week in the local area with a team of 25 volunteers.

FINANCIAL REVIEW

The financial statements are set out on pages 10 to 16. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Overview

The year ended 31st December 2019 recorded net income over expenditure of £1,096, of which after transfers there was £3,400 net expenditure over income in restricted funds, and £4,496 of net income over expenditure in unrestricted funds. No restricted income was received during the period. Restricted expenditure comprised £1,400 on children's soft play equipment, and £2,000 distributed in grants from the Healthy Hollingbury Fund. Total reserves now stand at £12,641 of which £9,419 is unrestricted and £3,222 is restricted.

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED Trustees Annual Report and Accounts 31 December 2019- continued

FINANCIAL REVIEW (continued)

In the prior year, the charity recorded net income over expenditure of £1,199 of which there was £801 net expenditure over income in restricted funds, and £2,000 net income over expenditure in unrestricted funds. Total reserves at 31^{st} December 2018 stood at £11,545 of which £6,622 was restricted, and £4,923 was unrestricted.

RISK REVIEW

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and events and to ensure consistent quality of delivery for all operational aspects of the charity. These procedures are reviewed periodically to ensure that they still meet the needs of the charity.

PLANS FOR THE FUTURE

Plans on how to take the Centre forward include the following:

Increase income:

• Continue to maintain the revenue for hire, this can hopefully be achieved through increasing the number of users, particularly with increasing the number of weekday bookings, children's party bookings and particularly the number of licensed events the centre can currently hold 15 licensed events per year with a temporary license. Build on the catering for children's parties.

• Continue to increase the Café usage, improve the menu and increase opening hours.

Decrease expenditure:

- Continue to work towards reducing the amount of electricity used. Insulate loft areas.
- Work with other volunteer organisations to continue with centre improvement.
- Ensure that the café is running efficiently and no food is wasted by buying fresh food more regularly and not overstocking

• Look for other grants to help make the centre more energy efficient, both with heating and the remainder of the lights.

We will continue to work with the local community and groups to ensure the centre is offering the facilities needed and continue to look for new committee members.

Trustees Annual Report and Accounts 31 December 2019 - continued

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of the affairs of the company and of the results of the company for that period. In preparing these financial statements, the Trustees are required to

- select suitable accounting policies and then apply them consistently;
- · make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is not appropriate to presume that the company will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enables 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.

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 Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Trustees on Thursday 10th December 2020 and signed on their behalf by:

Lucy Holmes (Director / Trustee)

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED Independent Examiner's Report to the Trustees for the year ended 31 December 2019

I report on the accounts of the company for the year ended 31 December 2019, which are set out on pages 10 to 16.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes 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 144(2) of the Charities Act 2011 (the 2011 Act) 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 independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was 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 also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any 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:

(1) 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 Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 or are not consistent with the Charities SORP (FRS102)

have not been met; or

Independent Examiner's Report to the Trustees for the year ended 31 **December 2019 - continued**

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Rachel Balchin FCA Bulldog Accounting Limited Kemp House 160 City Road London EC1V 2NX

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED
Statement of Financial Activities for the year ended 31 December 2019

		Unrestricted Funds	Restricted Funds	Total 2019	Unrestricted Funds (restated)	Restricted Funds (restated)	Total 2018 (restated)
		£	£	£	(restated) £	(Testated) £	(restated) £
	Note						
Income from: Donations Charitable activities	3	1,000 62,164	-	1,000 62,164	100 42,384	2,000	100 44,384
Other trading activities Investment income		- 16	-	- 16	270 8	-	270 8
Total	-	63,180	-	63,180	42,762	2,000	44,762
Expenditure from: Fundraising	-	_	_		12	_	12
Charitable activities	5	58,684	3,400	62,084	43,551	-	43,551
Total	_	58,684	3,400	62,084	43,563		43,563
Net Income / (Expenditure)	-	4,496	(3,400)	1,096	(801)	2,000	1,199
Transfer							
Net movement in funds	-	4,496	(3,400)	1,096	(801)	2,000	1,199
Reconciliation of funds:							
Funds brought forward		4,923	6,622	11,545	5,724	4,622	10,346
Funds carried forward	-	9,419	3,222	12,641	4,923	6,622	11,545

There have been no recognised gains or losses other than the result for the financial year and all surpluses or deficits have been accounted for on an historical cost basis.

The Statement of Financial Activities also complies with the requirements of an income and expenditure account under the Companies Act 2006

The notes on pages 12 to 16 form part of these financial statements.

	Note	£	2019 £		2018 £
Fixed Assets			-		-
Current Assets Debtors Cash at Bank and in Hand	8 –	96 15,641 15,737		466 <u>13,597</u> 14,063	
Current Liabilities Creditors - Amounts falling due within one year Net Current Assets	9	3,096	12 (41	2,368	11,695
Net Assets	10		12,641 12,641	_	11,695
Represented by: Unrestricted Funds Restricted Funds	11 11		9,419 <u>3,222</u> <u>12,641</u>	_	5,073 6,622 11,695

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED Balance Sheet as at 31 December 2019

For the year ending 31st December 2019, 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 of its financial statements for the year ended 31st December 2019 under Section 476 of the Companies Act 2006. The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006,
- b) preparing financial statements that give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit and loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance to the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

The financial statements on pages 10 to 16 were approved by the board of Directors on Thursday 10th December 2020 and were signed on it's behalf by:

Lucy Holmes Director/Trustee

The notes on pages 12 to 16 form part of these financial statements.

1. Accounting Policies

(a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The charity meets the definition of a public benefit entity under FRS 102.

These financial statements have been prepared on the going concern basis. The charity has sufficient reserves, and the trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Accounting Convention

The financial statements are prepared under the historical cost convention

(c) Grants Receivable

Grants are recognised on an accruals basis, accounted for in relation to the period that they relate. Where grants have been received for capital items, the total grant has been disclosed in the SOFA and depreciation, in accordance with the accounting policies, has been charged against that income over the estimated useful economic life of the asset.

Where grants are received during the year under review but relate to a later period the amount is deferred under Grants in Advance in the Balance Sheet.

(d) Expenditure

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

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration on each activity, comprising the salary and overhead costs of the central function, is apportioned on a basis which is an estimate, based on the proportion of cost of each activity to the total cost of all activities.

(e) Depreciation

Depreciation is provided on all tangible fixed assets of over £200 at rates calculated to write off the cost less estimated residual value on a straight line basis over their estimated useful lives as follows:

Improvements to buildings	4 years
Computer Equipment	3 years
Club Equipment	3 years

Where the purchase of tangible fixed assets has been funded from restricted funding, the life of the asset has been depreciated over the duration of the funding period.

(f) Fund Accounting

The accounts distinguish between restricted and unrestricted funds. The former have been raised by the charity for specific purposes or are received from donors and are subject to restrictions on the purposes for which they may be used. Unrestricted funds are those where there are no externally imposed restrictions and are available for use at the discretion of the Trustees for expenditure on its objects or appropriated to reserves for internally designated purposes.

2. Prior Period Adjustment

Comparative figures for the period ending 31 December 2018 have been restated to correct a casting error in the prior year financial statements. This has the effect of reducing unrestricted funds brought forward from $\pounds 5,073$ to $\pounds 4,923$.

3. Income from charitable activities

<u>Grants:</u>	Unrestricted Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
Trust for Developing Communities	-	-	-	
 Healthy Hollingbury Fund 				2,000
Brighton & Hove City Council	-	-	-	5,000
Hire and lettings	46,071	-	46,071	29,785
Café income	16,093	-	16,093	7,599
	62,164		62,164	44,384

4. Net movement in funds

	2019	2018
	£	£
This is stated after charging:		
Depreciation	<u> </u>	
Independent examiner's fees	600	838

	Unrestricted Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
Direct costs		~	~	
Small grants to community groups	-	2,000	2,000	
Children's toys and play equipment	-	1,400	1,400	
Café items	9,602	-	9,602	
Staff costs	26,408	-	26,408	22,558
Rent	563	-	563	938
Building rates	1,269	-	1,269	565
Water rates	705	-	705	700
Insurance	3,367	-	3,367	3,418
Light and heat	8,676	-	8,676	8,914
Maintenance, repairs and fire safety	2,174	-	2,174	1,965
Cleaning and refuse collection	-	-	-	210
Licences	1,848	-	1,848	364
Equipment and resources	-	-	-	567
Support costs				
Office supplies	-	-	-	144
I.T. expenses	255	-	255	216
Telephone	1,480	-	1,480	1,488
Bank & credit card fees	662	-	662	583
Accountancy and independent		-		
examination	600		600	838
Consultancy fees	925	-	925	
Legal expenses	150	-	150	70
Governance	-	-	-	13
	58,684	3,400	62,084	43,551
6. Staff Costs				
	2019	2018		
	£	£		
Wages and Salaries	25,435	22,558		
Social Security Costs	973	-		
	26,408	22,558		

5. *Resources expended - Charitable activities*

The average number of persons employed by the company during the year was 7 (2018: 7)

Old Boat Corner Community Association Limited considers that the key management personnel comprise the Board of Trustees .

7. Trustees' Remuneration and Reimbursed Expenses

None of the Trustees have received remuneration during the year or any other form of benefit. £NIL was paid to Trustees during the period for Board meeting expenses; (2018: £Nil).

8. Debtors

	2019	2018
	£	£
Wages Control Account	-	388
Prepayments	96	78
_	96	466

9. Creditors: Amounts falling due within one year

		•
	2019	2018
	£	£
Deposits – room hire	-	432
HMRC PAYE and NIC	127	592
Accruals	2,969	1,344
	3,096	2,368

10. Analysis of Net Assets between Funds

	Tangible Fixed Assets	Net Current Assets	Total 2019
	£	£	£
Restricted Funds	-	3,222	3,222
Unrestricted Funds	-	9,419	9,419
	-	12,641	12,641

11. Movement in Funds

Balance 1 Jan 2019	Income	Expenditure	Transfers	Balance 31 Dec 2019
£	£	£	£	£
1,031	-	-	-	1,031
2,000	-	(2,000)	-	-
172		-	-	172
2,268		(1,400)	-	868
1,151	-	-	-	1,151
6,622	-	(3,400)		3,222
2,423	63,180	(58,684)	-	6,919
2,500	-	-	-	2,500
4,923	63,180	(58,684)	-	9,419
11,545	63,180	(62,084)	-	12,641
	1 Jan 2019 £ 1,031 2,000 172 2,268 1,151 6,622 2,423 2,500 4,923	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	1 Jan 2019 £ £ £ £ £ $1,031$ - -