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

Financial Statements 31 December 2020

Registered Company Number: 07461119 Registered Charity Number: 1142636

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED Financial Statements for the Year Ended 31 December 2020

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Legal and Administrative Information 31 December 2020

COMPANY REGISTERED NUMBER: 07461119

CHARITY REGISTERED NUMBER: 1142636

TRUSTEES / DIRECTORS:

Lisa Mytton Lucy Holmes Eloise Tuck – Appointed 20 November 2020 Toby Bicknell – Appointed 15 November 2020 Phillippa Smith – resigned 21 July 2021 Reyna Kothari - resigned 14 July 2020.

REGISTERED ADDRESS:

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

BANKERS:

RBS 60 Castle Square Brighton BN1 1DX

INDEPENDENT EXAMINER:

Rachel Balchin FCA Bulldog Accounting Ltd 12 Brogdale Place Faversham Kent ME13 0AF

Trustees Annual Report and Accounts 31 December 2020

The Trustees present their report together with the financial statements for the year ended 31st December 2020.

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

After a delay of the Annual General Meeting in 2020 due to the Covid 19 pandemic, an Annual General Meeting was held on July 20th 2021. The following people were elected as trustees and appointed as Directors of the Company on that date:

Lisa Mytton Toby Bicknell Lucy Holmes Eloise Tuck

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

Phillippa Smith resigned as a Trustee and Director on 21 July 2021.

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.

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED Trustees Annual Report and Accounts 31 December 2020 - continued

OBJECTIVES AND ACTIVITIES

Objects

The principal activity of the company and its charitable object 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.

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.

Challenges in 2020

The Covid 19 pandemic altered significantly the way in which the centre operated in 2020. From March to August our doors were closed to the public, our regular hirers and private bookings. The remaining months of the year saw a gradual reopening of our services and groups which were able to hire space. The centre was not back to full operating for the duration of 2020. Trustees made reopening decisions based upon government restrictions and regulations and assessing risks specific to the centre. Also at the forefront of decision making was adapting to the needs of the community and how the centre could best support them within government regulations.

Throughout the pandemic we operated a food hub, food parcels were delivered to approximately 45 households by a team of 25 volunteers. Once restrictions were lifted we continued to offer these parcels to be collected from the centre and now run a successful community food pantry and fridge from within the centre.

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED Trustees Annual Report and Accounts 31 December 2020 - continued

Centre manager

The workload to run the centre and manage staff and volunteers had grown to a level that was unmanageable for volunteers and trustees. With a plan to grow the centre further, a decision was taken by trustees that a centre manager would be promoted to ensure the centre grew and succeeded in its aims.

In October 2020, Reyna Kothari took the role of centre manager on a part time basis on an 18 month fixed term contract.

Achievements in 2020

Although a difficult year for everyone, we remain very proud to have been able to spport members of the community throughout. The team of volunteers which has developed we hope will grow and continue to work with the centre.

Trustees have monitored finances closely and have been fortunate to benefit from several grants which will mean that we can thrive and grow in 2021.

Activities

Various groups used the centre in 2020 and these are as follows:

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

Hollingbury Library was open until the Covid 19 pandemic lockdown began and did not open again until 2021.

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED Trustees Annual Report and Accounts 31 December 2020 - continued

The café has opened as much as possible this year. With different levels of opening including a counter at the external door and then takeway options. The trustees' aim is for the centre to be opened longer and more consistent hours in 2021.

FINANCIAL REVIEW

The financial statements are set out on pages 9 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 2020 recorded net income over expenditure of £29,902 (2019: \pounds 1,096) of which after transfers there was £3,833 net expenditure over income in restricted funds, and £26,069 of net income over expenditure in unrestricted funds. This is a significant increase in income in comparison to the previous year, largely a result of the support received in respect of the ongoing COVID-19 pandemic. Various different phases of restrictions led to the centre remaining closed for the majority of the financial year. A total of £44,969 was received in respect of the pandemic, mainly from Brighton and Hove Council, and through the Job Retention Scheme operated by HMRC.

Restricted income received during the year comprised £2,000 from the Healthy Hollingbury Fund, of which £1,327 was distributed in grants during the period, and restricted donations for the Community Garden and Kitchen project, as well as a donation of £500 from Patcham United to purchase a defibrillation machine. Total reserves now stand at £42,543 of which £35,488 is unrestricted and £7,055 is restricted.

PLANS FOR THE FUTURE

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

Increase income:

- Grow hire revenue, maximising room rental opportunities and pro actively looking to fill empty slots
- Continue to increase the Café usage, improve the menu and do set menus for after school clubs etc.
- Increase grant income through increased applications and projects

Decrease expenditure:

- Continue to work towards reducing the amount of electricity used. Look at green energy options and funding. Insulate loft areas.
- Work with other volunteer organisations to continue with centre improvement.
- Ensure café costs are continuously reviewed to assess profitability.

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED PLANS FOR THE FUTURE (continued)

Community projects

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. Specifically, we want to:

- Research, identify and develop projects which would most benefit the local community e.g. youth club, after school activity and lunch club for elderly people.
- Find funding to support these projects
- Expand and develop our community food and garden projects, including a community kitchen.

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 9th September 2021 and signed on their behalf by:

Toby Bicknell (Director / Trustee)

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED Toby Bicknell (Director / Trustee) Independent Examiner's Report to the Trustees for the year ended 31 December 2020

I report on the accounts of the company for the year ended 31 December 2020, which are set out on pages 9 to 17.

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 2020 - 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 12 Brogdale Place Faversham Kent ME13 0AF

..... Signature.....

		Unrestricted Funds	Restricted Funds	Total 2020	Unrestricted Funds	Restricted Funds	Total 2019
		£	£	£	£	£	£
	Note						
Income from: Donations Charitable activities Other income	2 3	1,127 31,502 44,969	3,500 8,500	4,627 40,002 44,969	1,000 62,164	- - -	1,000 62,164
Investment income Total	-	<u>15</u> 77,613	- 12,000	15 89,613	<u> </u>	-	<u>16</u> 63,180
Expenditure from: Fundraising Charitable activities Total	5	<u>51,544</u> 51,544	8,167 8,167	<u>59,013</u> <u>59,711</u> <u>59,711</u>	58,684 58,684	3,400 3,400	<u>62,084</u> <u>62,084</u>
Net Income / (Expenditure) Transfer	-	26,069	3,833	29,902	4,496	(3,400)	1,096
Net movement in funds	-	26,069	3,833	29,902	4,496	(3,400)	1,096
Reconciliation of funds:							
Funds brought forward		9,419	3,222	12,641	4,923	6,622	11,545
Funds carried forward	-	35,488	7,055	42,543	9,419	3,222	12,641

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED Statement of Financial Activities for the year ended 31 December 2020

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 11 to 16 form part of these financial statements.

2020 2019 Note £ £ £ **Fixed Assets** 8 428 **Current Assets** Debtors 9 2,307 96 Cash at Bank and in Hand 45,003 15,641 47,310 15,737 **Current Liabilities** Creditors - Amounts falling due within one year 10 5,195 3,096 **Net Current Assets** 42,115 12,641 Net Assets 11 42,543 12,641 **Represented by:** Unrestricted Funds 12 35,488 9,419 Restricted Funds 12 7,055 3,222 42,534 12,641

OLD BOAT CORNER COMMUNITY ASSOCIATION LIMITED Balance Sheet as at 31 December 2020

For the year ending 31st December 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 of its financial statements for the year ended 31st December 2020 under Section 476 of the Companies Act 2006. The directors acknowledge their responsibilities for:

- a) 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 9 to 16 were approved by the board of Directors on

and were signed on its behalf by:

Toby Bicknell Director/Trustee

The notes on pages 11 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.

	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
Grants:	£	£	£	£
Trust for Developing Communities – Healthy Hollingbury Fund	-	2,000	2,000	-
Brighton & Hove City Council	13,465	-	13,465	-
Pride Foundation		1,500	1,500	
Chalk Cliff Trust		5,000	5,000	
Hire and lettings	9,929	-	9,929	46,071
Café income	8,108	-	8,108	16,093
	31,502	8,500	40,002	62,164

2. Income from charitable activities

3. Other Income

	Unrestricted	Restricted	Total	Total
	Funds	Funds	2020	2019
COVID Support:	£	£	£	£
Brighton & Hove City Council				
- Business rates support	25,000	-	25,000	-
- Other	2,000	-	2,000	-
HMRC: Job Retention Scheme	17,969	-	17,969	-
	44,969	-	44,969	-

4. Net movement in funds

	2020	2019
	£	£
This is stated after charging:		
Depreciation	122	-
Independent examiner's fees	600	600

	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
Direct costs				
Small grants to community groups	-	1,327	1,327	2,000
Children's toys and play equipment	-	-	-	1,400
Community Kitchen	-	6,440	6,440	-
Community Garden	-	400	400	-
Café items	3,841	-	3,841	9,602
Staff costs	34,322	-	34,322	26,408
Rent	188	-	188	563
Building rates	492	-	492	1,269
Water rates	2,069	-	2,069	705
Insurance	1,512	-	1,512	3,367
Light and heat	2,574	-	2,574	8,676
Maintenance, repairs and fire safety	2,030	-	2,030	2,174
Cleaning and refuse collection	836	-	836	-
Licences	(21)	-	(21)	1,848
Equipment and resources	124	-	124	-,
Depreciation	122	-	122	-
Support costs				
Office supplies	321	-	321	-
I.T. expenses	134	-	134	255
Telephone	1,247	-	1,247	1,480
Bank & credit card fees	320	-	320	662
Accountancy and independent examination	899	-	899	600
Consultancy fees	534	-	534	925
Legal expenses	-	-	-	150
Governance	_	-	-	-
-	51,544	8,167	59,711	62,084

5. *Resources expended - Charitable activities*

6. Staff Costs

	2020	2019
	£	£
Wages and Salaries	32,543	25,435
Social Security Costs	-	973
Pension Costs	204	-
Temporary staff and contractors	1,440	-
Other staff costs	135	-
	34,322	26,408

The average number of persons employed by the company during the year was 5 (2019: 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; (2019: £Nil).

8. Tangible Fixed Assets

	Computer Equipment	Total
Cost or valuation		
At 1 January 2020	-	-
Additions	550	550
At 31 December 2020	550	550
Depreciation		
At 1 January 2020	-	-
Charge for the year	122	122
At 31 December 2020	122	122
Net book value		
At 31 December 2019		
At 31 December 2020	428	428
9. Debtors		
	2020	2019
	£	£
Prepayments	-	96
Other Debtors	2,307	-

10. Creditors: Amounts falling due within one year

	2020	2019
	£	£
Trade creditors	457	-
Deposits – room hire	503	-
HMRC PAYE and NIC	297	127
Pensions Payable	84	
Accruals	3,854	2,969
-	5,195	3,096

96

2,307

11. Analysis of Net Assets between Funds

	Tangible Fixed Assets	Net Current Assets	Total 2020
	£	£	£
Restricted Funds	-	7,055	7,055
Unrestricted Funds	428	35,060	35,488
	428	42,115	42,543
	Tangible Fixed	Net Current	Total
	Assets	Assets	2019
	£	£	£
Restricted Funds	-	3,222	3,222
Unrestricted Funds	-	9,419	9,419
	-	12,641	12,641

12. Movement in Funds

	Balance 1 Jan 2020	Income	Expenditure	Transfers	Balance 31 Dec 2020
	£	£	£	£	£
Restricted Funds					
Trust for Developing Communities –					
Community event	1,031	-	-	-	1,031
Trust for Developing Communities –		2,000	(1,327)		673
Healthy Hollingbury Fund	-			-	
Community Garden Access	-	3,000	(400)	-	2,600
Community Kitchen Project	-	6,500	(6,440)	-	60
Patcham United Defibrillation Machine	-	500	-	-	500
Sussex Community Foundation	172	-	-	-	172
Children's toys and play equipment	868	-	-	-	868
Clift Memorial Fund	1,151	-	-	-	1,151
	3,222	12,000	(8,167)	-	7,055
Unrestricted Funds					
General	6,919	77,613	(51,544)	-	32,988
Designated	2,500	-	-	-	2,500
	9,419	77,613	(51,544)	-	35,488
Total Funds	12,641	89,613	(59,711)	-	42,543

Notes to the Financial Statements for the Year Ended 31 December 2020 - continued

	Balance 1 Jan 2019	Income	Expenditure	Transfers	Balance 31 Dec 2019
	£	£	£	£	£
Restricted Funds					
Trust for Developing Communities –					
Community event	1,031	-	-	-	1,031
Trust for Developing Communities –					
Healthy Hollingbury Fund	2,000	-	(2,000)	-	-
Sussex Community Foundation	172		-	-	172
Children's toys and play equipment	2,268		(1,400)	-	868
Clift Memorial Fund	1,151	-	-	-	1,151
	6,622	-	(3,400)		3,222
Unrestricted Funds					*
General	2,423	63,180	(58,684)	-	6,919
Designated	2,500	-	-	-	2,500
	4,923	63,180	(58,684)	-	9,419
Total Funds	11,545	63,180	(62,084)	-	12,641

13. Related party transactions

Reyna Kothari was appointed as Centre Manager on an 18 month fixed term contract from October 2020. Ms Kothari had previously been a Trustee of the organisation and resigned on 14 July 2020.

There were no other related party transactions in the year ended 31 December 2020.