



**The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 30<sup>th</sup> April 2021.**

## **BCA Trustees for the year ending 2020/2021**

MALCOLM MACINNES  
CATHY WILLIAMS  
ARUNA MUMMALANENI

HELEN CAMPER  
ANDY BALL

CATHY MAWER  
TED BLACKMORE SQUIRES

## **BCA Governing Document**

Brookvale Community Association (BCA) is a charity governed by its constitution that was adopted 24<sup>th</sup> 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 24<sup>th</sup> 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 2020/21**

The BCA has had regard to the Charity Commission's guidance on public benefit. Its impact will be illustrated by the growing footfall in the Village Hall across the wide range of groups hosted and the family parties and community festivals in 2021.

The Brookvale Community Garden continues to be available for residents' use, supported by Dove House School trainees.

**Events** organised by BCA included the 11th 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, although the Prizegiving Tea was cancelled. The Mayor kindly supported us by sending prize letters to each entrant.

The free Sustainability Day, the play produced by Proteus, and The Halloween kids disco were all cancelled because of Covid-19 restrictions.

The NCT B.A.B.I.E.S service and NCT Branch meetings, the Toddler Group and all the Brookvale groups were suspended.

Because of the Covid-19 regulations, the **Annual General Meeting** of the Association could not be held in-person on 3rd September 2020, but on-line and by email 1st October 2020 instead

**The lottery** continues to be run by Cathy Mawer and BCA thank her for her 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. This year **BCA** managed to produce 3 Blurbs going out to over 1900 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. Our thanks go to Jeremy Beare and now to Andy Ball. The BCA also has a very active Facebook page, to distribute up-to-date news, and get views and feedback from the community.

**Hiring of the hall** has not been available

**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 received the automatic national support and restart grants, which has brought income up to pre-Covid levels

## **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 Trustee**

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 not managed to deliver community events/activities, but has continued to maintain the hall successfully.

The committee needs more volunteers to continue to deliver our community events as volunteer resources are dwindling. I have to thank these volunteers for the support they give. Without them the community would not have a hall and I am very grateful to their ongoing support.

The **solar panels** funded by Developers Contributions, known as Section 106, continue to cut costs and provide income.

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 59 signed-up members of BCA, but, as always, we need more active volunteers.

The most notable event of 2021 is, of course, the Covid-19 pandemic. Brookvale Village Hall has been mainly closed since 14<sup>th</sup> March 2020. There has been little 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 deep cleaning, reorganising and ensuring 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 renew 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 **2020/21**. Let's hope the success continues into coming years.

Signed



.....

M. MacInnes Chair

Date 5/5/2021

Signed



.....

C Williams Treasurer

Date 5/5/2021

# Brookvale Community Association

Charity No 1174719

## Receipts and Payments Account for Financial Year Ending 30th April 2021 Charity No 269386

| Receipts                         | May 20 to Apr 21 | May19_Apr 2020 |
|----------------------------------|------------------|----------------|
| Blurb adverts                    | £20.00           | £40.00         |
| Hall Hire                        | £2,284.00        | £23,864.00     |
| Hire deposits                    | £50.00           | £650.00        |
| Events                           | £0.00            | £569.00        |
| Donations                        | £100.00          | £54.00         |
| Lottery fund collections         | £1,029.00        | £1,131.00      |
| Lottery fund interest            | £1.00            | £1.00          |
| Grants                           | £19,907.00       | £0.00          |
| SSE FIT                          | £4,811.00        | £4,842.00      |
| Other                            | £455.00          | £20.00         |
| Shawbrook bank interest received | £168.00          | £0.00          |
| <b>Total Receipts</b>            | <b>£28,825</b>   | <b>£31,171</b> |

## Payments

|                                  |                |                |
|----------------------------------|----------------|----------------|
| Hall                             |                |                |
| Utilities                        | £1,259         | £2,774         |
| Maintenance -                    | £4,132         | £2,692         |
| sink                             | £737           | £0             |
| Cleaning/ materials/ gardening   | £2,158         | £1,988         |
| Lottery fund draws               | £960           | £960           |
| Hall deposit refunds             | £225           | £684           |
| Insurance                        | £2,065         | £2,055         |
| Equipment Purchase               | £3,469         | £511           |
| Safety Protection/ Certification | £764           | £1,953         |
| <b>Sub-Total</b>                 | <b>£15,769</b> | <b>£13,617</b> |

|                           |                |                |
|---------------------------|----------------|----------------|
| Administration including  |                |                |
| stationery                | £191           | £491           |
| Events                    | £273           | £831           |
| Blurb                     | £688           | £672           |
| Staff training            | £25            | £0             |
| AGM                       | £0             | £0             |
| Other Licences/accountant | £1,181         | £1,235         |
| Wages & fees              | £0             | £4,891         |
| Covid                     | £838           | £0             |
| Internet                  | £747           | £384           |
| <b>Total Payments</b>     | <b>£19,712</b> | <b>£22,121</b> |

|                          |               |               |
|--------------------------|---------------|---------------|
| <b>Balance (Deficit)</b> | <b>£9,113</b> | <b>£9,050</b> |
|--------------------------|---------------|---------------|

|                            |                |                |
|----------------------------|----------------|----------------|
| Bank Balance on 30/04/2021 | £40,822        | £31,947        |
| Shawbrook 12-month Bond    | £12,168        | £12,000        |
| Lottery bank balance       | £1,310         | £1,236         |
| Lottery cash balance       | £283           | £287           |
| Cash held for floats       | £100           | £100           |
| Toddler cash float         | £141           | £141           |
| <b>Total assets</b>        | <b>£54,824</b> | <b>£45,711</b> |

Signed *C Williams*

C Williams, Hon Treasurer

31/7/2021

Signed *M Macinnes*

M Macinnes

Chair

30/7/2021

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 30 April 2021  
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

30/04/2021

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 30/04/2021.

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:

*CADerbyshire*

Date:

11/08/2021

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





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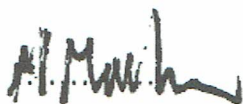
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M. MacInnes Chair

Date 5/5/2021

Signed



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C Williams Treasurer

Date 5/5/2021



# Brookvale Community Association

Charity No 1174719

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Signed *C Williams* C Williams, Hon Treasurer 31/7/2021

Signed *M Macinnes* M Macinnes Chair 30/7/2021