

REGISTERED COMPANY NUMBER: 8395631 (England and Wales)
REGISTERED CHARITY NUMBER: 1151567

CHARITY
COMMISSION

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2016
FOR
HANGLETON COMMUNITY ASSOCIATION

Chariot House Limited
Chartered Accountants
44 Grand Parade
Brighton
East Sussex
BN2 9QA

HANGLETON COMMUNITY ASSOCIATION (REGISTERED NUMBER: 8395631)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2016

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2016. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Objectives

The objects of the Charity are to:-

- a) Promote the benefit of the inhabitants of the area enclosed by the political ward boundaries of Hangleton (hereafter called "the area of benefit") without distinction of sex, sexual orientation, race or of political, religious or other beliefs or opinions, age or disability by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;
- b) Establish, or secure the establishment of a Community Centre (hereinafter called "the Centre") and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objects, and
- c) Promote such other charitable purposes as may from time to time be determined.

Aims

Hangleton Community Associations' primary role is the management of Hangleton Community Centre, where it seeks to facilitate activities which improve the wellbeing of local residents and meet local needs, in addition the HCA also provide support to residents through information, signposting and volunteering opportunities.

Public benefit

The Trustees certify that they have had and paid due regard to the Charity Commission guidance on public benefit in deciding what activities the Charity should undertake. This they believe is demonstrated in this report.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2016

ACHIEVEMENT AND PERFORMANCE

Charitable activities

This financial year saw greater stability and growth for the centre, with a new manager in place and a new trustee elected at HCA's AGM.

With new staff in the Properties & Estates team at Brighton & Hove City Council, we have re-opened discussions on a new lease between HCA and BHCC, which will strengthen our position and improve relationships with the Council.

In October 2015, HCA was granted £400 by the Sussex Community Foundation to cover facilitation for a development day aimed at starting the work on a new Business Plan for 2017-2020.

2015/16 was an extremely successful year for fundraising and receiving donations, the most important being £1482 raised for repairs needed in the soft play area. We benefited from PMC, a construction company, who donated £500, sold an old bouncy castle that would have needed repairs for £180, raised £159 at our Halloween Disco Party and £381 during our Christmas Fair.

£160 was donated by the friends and family of one of our staff members who died suddenly in 2015, and the remaining £102 was donated by users of the soft-play for Drop-In or parties.

A Psychic Night fundraising event we held in the summer raised £600. We used £400 of the fund raised to match-fund a £800 funding scheme from the British Heart Foundation for the supply of a defibrillator. The remaining £200 was used to buy an alarmed cabinet for the defibrillator.

In August 2015, Table Tennis England donated us a ping-pong table (value £620) to promote the practice of table-tennis to local residents, which has been well received by all.

After successfully raising £570 from BHCC we equipped the building with mixed recycling bins and started a recycling collection in the autumn. In September 2015, we held an event during Zero Waste Week to raise awareness on waste and upcycling that included a creative workshop run by Hong-Dam, a local artist who re-uses waste in creation of murals.

We continue to generate most of our income from party room hire: we accommodated 304 parties during this financial year and started recording our booking performance compared to the previous year. After improving our party booking process we increased the income by 10.75% with an average monthly income raising from £1,600 to £1,772.

During the 2015-2016 financial year we lost one regular user but gained the following new Groups which have increased the diversity of services offered to users: a weekly laido class, a weekly drop-in Youth Club, a 3rd weekly Patchwork class and a Zumba class.

The Centre continues to receive positive feedback and support from the Community, and hosted an Open Day with our AGM this year. Users from many different groups attended, and had the chance to meet and share ideas. This has coincided with the formation of a User Groups Committee, aimed at facilitating communication between groups to improve the Centre going forward.

FINANCIAL REVIEW

Financial position

The charity incurred a loss for the year £7,123 and this has been deducted from the reserves brought forward of £34,257 to leave £27,134 to be carried forward.

The charity is taking steps to improve the position.

Investment policy and objectives

The Memorandum of Association allows the Trustees to deposit or invest funds in any manner (but to invest only after obtaining advice from a financial expert and having regard to the suitability of investments and the need for diversification).

HANGLETON COMMUNITY ASSOCIATION (REGISTERED NUMBER: 8395631)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2016

FINANCIAL REVIEW

Reserves policy

The level of reserves is regularly monitored by the Trustees and is currently considered to be reasonable given the nature and scale of the Charity's activities. The Trustees would consider a level of unrestricted reserves equivalent to 3 months expenditure to be appropriate to be held at any one time and this target has since been achieved.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Hangleton Community Association was incorporated on 8 February 2013 (registered company number 8395631). It received charitable status on 8 April 2013 (registered charity number 1151567) and took over the assets, liabilities and activities of the Unincorporated Charity, Hangleton Community Association (registered charity number 298517) on 1 May 2013.

Charity constitution

The Charity is a company limited by guarantee and is governed by its Memorandum and Articles of Association dated 8 February 2013.

Recruitment and appointment of new trustees

The Trustees (Directors for Companies Act purposes) are listed in this report. The subscribers to the Memorandum are the first Trustees of the Charity, and when complete the Board should consist of at least 3 but not more than 9 individuals.

One third (or the number nearest one third) of the Trustees must retire at each AGM, those longest in office retiring first and the choice between any of equal service being made by drawing lots. A Trustee retiring under this Article may stand for re-election.

A potential Trustee is invited to meet the chairperson and/or one other Trustee for an informal discussion and given an information and expression of interest form to complete. This information is taken to a board meeting and if the individual is deemed appropriate for the committee they are notified in writing along with a copy of the HCA Trustee handbook. The successful candidate is invited to attend a Committee Meeting whereby they are formally elected onto the board subject to DBS clearance.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

8395631 (England and Wales)

Registered Charity number

1151567

Registered office

Hangleton Community Centre
Harmsworth Crescent
Hove
East Sussex
BN3 8BW

Trustees

Miss E B M Beckett
Mrs H Brandson
I R E Farrell
Mrs H Macleod
Ms H Izso

- appointed 12/3/2016

Company Secretary

Ms V A A Foucher

HANGLETON COMMUNITY ASSOCIATION (REGISTERED NUMBER: 8395631)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2016

REFERENCE AND ADMINISTRATIVE DETAILS

Independent examiner

Christopher Robert Tyler FCA DChA FCIE
Chartered Accountant
Chariot House Limited
Chartered Accountants
44 Grand Parade
Brighton
East Sussex
BN2 9QA

Bankers

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Hangleton Community Association for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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 affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable 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.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on20/12/2016..... and signed on its behalf by:

.....
Mrs H Macleod - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HANGLETON COMMUNITY ASSOCIATION (REGISTERED NUMBER: 8395631)

I report on the accounts for the year ended 31st March 2016 set out on pages six to fourteen.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's 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 required.

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 the 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 statements 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 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015)

have not been met; or

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



Christopher Robert Tyler FCA DChA FCIE
Chartered Accountant
Chariot House Limited
Chartered Accountants
44 Grand Parade
Brighton
East Sussex
BN2 9QA

Date: 22nd December 2016

HANGLETON COMMUNITY ASSOCIATION**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2016**

		2016 Unrestricted fund £	2015 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies	2	5,812	6,157
Charitable activities	5		
Community Centre Income		62,670	52,413
Other trading activities	3	1,405	336
Investment income	4	-	3
Total		69,887	58,909
EXPENDITURE ON			
Raising funds		504	471
Charitable activities	6		
Community Centre Expenditure		76,506	56,765
Total		77,010	57,236
NET INCOME/(EXPENDITURE)		(7,123)	1,673
RECONCILIATION OF FUNDS			
Total funds brought forward		34,257	32,584
TOTAL FUNDS CARRIED FORWARD		27,134	34,257

The notes form part of these financial statements

HANGLETON COMMUNITY ASSOCIATION (REGISTERED NUMBER: 8395631)

BALANCE SHEET
AT 31ST MARCH 2016

			2016 Unrestricted fund £	2015 Total funds £
	Notes	£		
FIXED ASSETS				
Tangible assets	13		1,042	2,084
CURRENT ASSETS				
Debtors	14		1,069	3,988
Cash at bank and in hand			27,004	29,085
			<u>28,073</u>	<u>33,073</u>
CREDITORS				
Amounts falling due within one year	15		(1,981)	(900)
NET CURRENT ASSETS			<u>26,092</u>	<u>32,173</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			27,134	34,257
NET ASSETS			<u>27,134</u>	<u>34,257</u>
FUNDS	16			
Unrestricted funds			27,134	34,257
TOTAL FUNDS			<u>27,134</u>	<u>34,257</u>

The notes form part of these financial statements

HANGLETON COMMUNITY ASSOCIATION (REGISTERED NUMBER: 8395631)

BALANCE SHEET - CONTINUED
AT 31ST MARCH 2016

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2016.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31st March 2016 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 20/12/2016 and were signed on its behalf by:

HymacLeod
Mrs H Macleod - Trustee

The notes form part of these financial statements

HANGLETON COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31ST MARCH 2016**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company have been prepared in accordance with the Charities SORP (FRSSE) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015)', the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis including irrecoverable VAT and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Expenditure has been classified under the following relevant headings :

- a). Costs of generating funds - those costs incurred in attracting grants, voluntary income and fees.
- b). Charitable expenditure - those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.
- c). Support costs - those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Tangible fixed assets and depreciation

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Equipment 4 years straight line

Assets funded from restricted monies have been written off in the year in which the expenditure has been incurred.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK Corporation Tax purposes. Accordingly the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 Corporation Tax Act 2010 or Schedule 256 of Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes

HANGLETON COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31ST MARCH 2016**

1. ACCOUNTING POLICIES - continued

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	2016	2015
	£	£
Donations	812	1,157
Grants	5,000	5,000
	<u>5,812</u>	<u>6,157</u>

Grants received, included in the above, are as follows:

	2016	2015
	£	£
Brighton and Hove City Council	<u>5,000</u>	<u>5,000</u>

3. OTHER TRADING ACTIVITIES

	2016	2015
	£	£
Fundraising events	<u>1,405</u>	<u>336</u>

4. INVESTMENT INCOME

	2016	2015
	£	£
Deposit account interest	<u>-</u>	<u>3</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2016	2015
		£	£
Room hire etc.	Community Centre Income	<u>62,670</u>	<u>52,413</u>

HANGLETON COMMUNITY ASSOCIATION**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2016****6. CHARITABLE ACTIVITIES COSTS**

	Direct costs (See note 7)	Support costs (See note 8)	Totals
	£	£	£
Community Centre Expenditure	75,413	1,093	76,506

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2016	2015
	£	£
Staff costs	53,315	32,865
Light and heat	5,072	6,043
Repairs and renewals	3,488	4,038
Cleaning and waste	3,935	3,882
Water rates	2,197	1,390
Insurance	834	834
Printing and stationery	1,230	2,213
Travel	421	111
Equipment (minor)	1,818	312
Professional fees	-	900
Training	969	96
Miscellaneous	876	1,422
Payroll charges	216	162
Depreciation	1,042	1,042
	75,413	55,310

8. SUPPORT COSTS

	Governance costs
	£
Community Centre Expenditure	1,093

Activity Basis of allocation

Support costs, included in the above, are as follows:

	2016	2015
	Community Centre Expenditure	Total activities
	£	£
Filing fees	13	375
Independent examination	1,080	1,080
	1,093	1,455

HANGLETON COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31ST MARCH 2016**

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2016	2015
	£	£
Depreciation - owned assets	<u>1,042</u>	<u>1,042</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2016 nor for the year ended 31st March 2015 .

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2016 nor for the year ended 31st March 2015 .

11. STAFF COSTS

	2016	2015
	£	£
Wages and salaries	53,255	32,865
Other pension costs	<u>60</u>	<u>-</u>
	<u>53,315</u>	<u>32,865</u>

The average monthly number of employees during the year was as follows:

	2016	2015
Centre employees	<u>5</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	6,157
Charitable activities	
Community Centre Income	52,413
Other trading activities	336
Investment income	<u>3</u>
Total	<u>58,909</u>

HANGLETON COMMUNITY ASSOCIATION

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2016**

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £
EXPENDITURE ON	
Raising funds	471
Charitable activities	
Community Centre Expenditure	56,765
Total	57,236
NET INCOME/(EXPENDITURE)	1,673
RECONCILIATION OF FUNDS	
Total funds brought forward	32,584
TOTAL FUNDS CARRIED FORWARD	34,257

13. TANGIBLE FIXED ASSETS

	Equipment £
COST	
At 1st April 2015 and 31st March 2016	4,168
DEPRECIATION	
At 1st April 2015	2,084
Charge for year	1,042
At 31st March 2016	3,126
NET BOOK VALUE	
At 31st March 2016	1,042
At 31st March 2015	2,084

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016 £	2015 £
Trade debtors	1,069	3,988

HANGLETON COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31ST MARCH 2016**

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016	2015
	£	£
Trade creditors	1	-
Accrued expenses	1,980	900
	<u>1,981</u>	<u>900</u>

16. MOVEMENT IN FUNDS

	At 1/4/15	Net movement in funds	At 31/3/16
	£	£	£
Unrestricted funds			
General fund	34,257	(7,123)	27,134
	<u>34,257</u>	<u>(7,123)</u>	<u>27,134</u>
TOTAL FUNDS	<u>34,257</u>	<u>(7,123)</u>	<u>27,134</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	69,887	(77,010)	(7,123)
	<u>69,887</u>	<u>(77,010)</u>	<u>(7,123)</u>
TOTAL FUNDS	<u>69,887</u>	<u>(77,010)</u>	<u>(7,123)</u>

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2016.

18. SHARE CAPITAL

The company is limited by guarantee not having a share capital. In the event of the company being dissolved each member is liable up to a maximum of £1 towards the cost of dissolution and liabilities incurred by the company while he/she was a member.

If the charity is dissolved any assets remaining after providing for all its liabilities shall be transferred to one or bodies with the same or similar objects.