

**Report of the Trustees and  
Financial Statements for the Year Ended 31 March 2016  
for  
St Budeaux Community Association**

Sheppards Accountants Limited  
22 The Square  
The Millfields  
Plymouth  
Devon  
PL1 3JX

**St Budeaux Community Association**

**Contents of the Financial Statements  
for the Year Ended 31 March 2016**

	Page
Report of the Trustees	1
Independent Examiner's Report	2
Statement of Financial Activities	3
Balance Sheet	4
Notes to the Financial Statements	5 to 8
Detailed Statement of Financial Activities	9 to 10

## **St Budeaux Community Association**

### **Report of the Trustees for the Year Ended 31 March 2016**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2016. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

280128

##### **Principal address**

St Budeaux Community Centre  
Plymouth  
Devon  
PL5 1UD

##### **Trustees**

M/s V Anstice

M/s C Thompson

K Frazer

- resigned 7/9/2015

A Jones

H M Luscombe

##### **Independent examiner**

Sheppards Accountants Limited  
22 The Square  
The Millfields  
Plymouth  
Devon  
PL1 3JX

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

##### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Approved by order of the board of trustees on 28 January 2017 and signed on its behalf by:

M/s V Anstice - Trustee

## **Independent Examiner's Report to the Trustees of St Budeaux Community Association**

I report on the accounts for the year ended 31 March 2016 set out on pages three to eight.

### **Respective responsibilities of trustees and examiner**

The charity's trustees 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.

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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave 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.

Mr. Ian sheppard  
Sheppards Accountants Limited  
22 The Square  
The Millfields  
Plymouth  
Devon  
PL1 3JX

30 January 2017

**St Budeaux Community Association**

**Statement of Financial Activities  
for the Year Ended 31 March 2016**

		Unrestricted fund £	Restricted funds £	2016 Total funds £	2015 Total funds £
	Notes				
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income		1,821	-	1,821	2,097
Activities for generating funds	2	27,176	-	27,176	30,204
<b>Incoming resources from charitable activities</b>					
Councillors' Grant		-	-	-	900
South West Foundation		1,000	-	1,000	-
Plymouth City Council - Obesity Grant		-	500	500	-
Plymouth City Council - Square Club		-	520	520	-
Peoples Health Trust		-	7,897	7,897	-
<b>Other incoming resources</b>		5	-	5	180
<b>Total incoming resources</b>		30,002	8,917	38,919	33,381
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Fundraising trading: cost of goods sold and other costs		24,157	1,200	25,357	19,321
<b>Charitable activities</b>					
Councillors' Grant		-	-	-	400
Defibrillator		-	545	545	-
<b>Governance costs</b>		690	-	690	2,049
<b>Other resources expended</b>		8,963	-	8,963	7,176
<b>Total resources expended</b>		33,810	1,745	35,555	28,946
<b>NET INCOMING/(OUTGOING) RESOURCES</b>					
		(3,808)	7,172	3,364	4,435
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		5,394	1,242	6,636	2,201
<b>TOTAL FUNDS CARRIED FORWARD</b>		1,586	8,414	10,000	6,636

The notes form part of these financial statements

**St Budeaux Community Association**

**Balance Sheet  
At 31 March 2016**

	Notes	Unrestricted fund £	Restricted funds £	2016 Total funds £	2015 Total funds £
<b>CURRENT ASSETS</b>					
Stocks	6	500	-	500	500
Debtors	7	-	-	-	1,024
Cash at bank and in hand		1,997	8,414	10,411	6,023
		<u>2,497</u>	<u>8,414</u>	<u>10,911</u>	<u>7,547</u>
<b>CREDITORS</b>					
Amounts falling due within one year	8	(911)	-	(911)	(911)
<b>NET CURRENT ASSETS</b>		<u>1,586</u>	<u>8,414</u>	<u>10,000</u>	<u>6,636</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>1,586</u>	<u>8,414</u>	<u>10,000</u>	<u>6,636</u>
<b>NET ASSETS</b>		<u>1,586</u>	<u>8,414</u>	<u>10,000</u>	<u>6,636</u>
<b>FUNDS</b>	9				
Unrestricted funds				1,586	5,394
Restricted funds				8,414	1,242
<b>TOTAL FUNDS</b>				<u>10,000</u>	<u>6,636</u>

The financial statements were approved by the Board of Trustees on 28 January 2017 and were signed on its behalf by:

M/s V Anstice -Trustee

The notes form part of these financial statements

## **St Budeaux Community Association**

### **Notes to the Financial Statements for the Year Ended 31 March 2016**

#### **1. ACCOUNTING POLICIES**

##### **Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

##### **Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

##### **Resources expended**

Expenditure is accounted for on an accruals basis 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.

##### **Tangible fixed assets and depreciation**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% Straight Line
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##### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Stock and work in progress are valued at the lower of cost and net realisable value.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **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.

##### **Hire purchase and leasing commitments**

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce constant periodic rates of charge on the net obligations outstanding in each period.

**St Budeaux Community Association**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2016**

**2. ACTIVITIES FOR GENERATING FUNDS**

	2016	2015
	£	£
Regular & casual hire	11,614	13,342
Franchisee	9,700	9,696
Membership & family nights	1	-
Phone, pool table & machine	576	403
Door takings	285	-
Defibrillator fundraising	-	730
Franchisee recharges	4,684	5,843
Catering Services	166	-
Disco	150	190
	<u>27,176</u>	<u>30,204</u>

**3. TRUSTEES' REMUNERATION AND BENEFITS**

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

**Trustees' expenses**

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

**4. STAFF COSTS**

	2016	2015
	£	£
Wages and salaries	<u>6,502</u>	<u>6,277</u>

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

	2016	2015
	1	1
Cleaning Staff	<u>1</u>	<u>1</u>

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

**5. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £
<b>COST</b>	
At 1 April 2015 and 31 March 2016	<u>8,489</u>
<b>DEPRECIATION</b>	
At 1 April 2015 and 31 March 2016	<u>8,489</u>
<b>NET BOOK VALUE</b>	
At 31 March 2016	<u>-</u>
At 31 March 2015	<u>-</u>



**St Budeaux Community Association**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2016**

**6. STOCKS**

	2016	2015
	£	£
Stocks	500	500
	<u>500</u>	<u>500</u>

**7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2016	2015
	£	£
Trade debtors	-	1,024
	<u>-</u>	<u>1,024</u>

**8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2016	2015
	£	£
Other creditors	911	911
	<u>911</u>	<u>911</u>

**9. MOVEMENT IN FUNDS**

	At 1.4.15	Net movement in funds	At 31.3.16
	£	£	£
<b>Unrestricted funds</b>			
General fund	5,394	(3,808)	1,586
<b>Restricted funds</b>			
Plymouth City Council	512	(512)	-
Defibrillator fund	730	(545)	185
Plymouth City Council - Square Club	-	520	520
Plymouth City Council - Obesity Grant	-	500	500
Peoples Health Trust	-	7,209	7,209
	<u>1,242</u>	<u>7,172</u>	<u>8,414</u>
<b>TOTAL FUNDS</b>	<u>6,636</u>	<u>3,364</u>	<u>10,000</u>

**St Budeaux Community Association**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2016**

**9. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	30,002	(33,810)	(3,808)
<b>Restricted funds</b>			
Plymouth City Council	-	(512)	(512)
Defibrillator fund	-	(545)	(545)
Plymouth City Council - Square Club	520	-	520
Plymouth City Council - Obesity Grant	500	-	500
Peoples Health Trust	7,897	(688)	7,209
	<hr/>	<hr/>	<hr/>
	8,917	(1,745)	7,172
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>38,919</u>	<u>(35,555)</u>	<u>3,364</u>

**St Budeaux Community Association**

**Detailed Statement of Financial Activities  
for the Year Ended 31 March 2016**

	2016 £	2015 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations	5	-
Membership & family nights	1,816	2,097
	<hr/> 1,821	<hr/> 2,097
<b>Activities for generating funds</b>		
Regular & casual hire	11,614	13,342
Franchisee	9,700	9,696
Membership & family nights	1	-
Phone, pool table & machine	576	403
Door takings	285	-
Defibrillator fundraising	-	730
Franchisee recharges	4,684	5,843
Catering Services	166	-
Disco	150	190
	<hr/> 27,176	<hr/> 30,204
<b>Incoming resources from charitable activities</b>		
Grants	9,917	900
<b>Other incoming resources</b>		
Coach hire	-	100
Miscellaneous income	5	80
	<hr/> 5	<hr/> 180
<b>Total incoming resources</b>	38,919	33,381
<b>RESOURCES EXPENDED</b>		
<b>Fundraising trading: cost of goods sold and other costs</b>		
Disco costs	953	1,190
Wages	6,502	6,277
Catering costs	1,955	439
Licensing	200	200
Rates and water	4,015	3,861
Insurance	2,047	2,025
Light and heat	9,685	5,329
	<hr/> 25,357	<hr/> 19,321
<b>Charitable activities</b>		
Defibrillator cost	545	400

**St Budeaux Community Association**

**Detailed Statement of Financial Activities  
for the Year Ended 31 March 2016**

	2016 £	2015 £
<b>Governance costs</b>		
Accountancy	690	690
Legal fees	-	1,359
	<hr/> 690	<hr/> 2,049
<b>Other resources expended</b>		
Taxis	-	51
Webpage costs	50	100
Professional fees	35	50
Coach hire	-	100
Telephone	1,549	1,589
Printing and stationery	823	313
TV licence	146	146
Repairs and renewals	3,789	1,968
Cleaning materials	1,079	1,058
Waste disposal	1,230	1,492
Miscellaneous expenses	262	294
	<hr/> 8,963	<hr/> 7,161
<b>Support costs</b>		
<b>Finance</b>		
Bank charges	-	15
	<hr/>	<hr/>
<b>Total resources expended</b>	35,555	28,946
	<hr/>	<hr/>
<b>Net income</b>	<u><u>3,364</u></u>	<u><u>4,435</u></u>