

Bill Quay Community Farm Association

A charity registered in England & Wales
Registration no: 1146471

Registered Company no: 07810458

Amended accounts

Financial Statements and Trustees' Report

1 April 2015 to 31 March 2016

Legal and Administrative Information

Name: **Bill Quay Community Farm Association**

Reg'd Charity No: 1146471
Company No: 07810458

Structure: Registered Charity and Company Limited by Guarantee

Governing document: Memorandum and articles incorporated 14/10/2011 as amended by special resolution registered at Companies House on 08/03/2012.

Trustees:

Chair	Jennifer Wood
Secretary	Wendy Gill
	Ryan Perry
	Sandra Cuskin

Trustees are appointed by the existing trustees.

Address: Bill Quay Farm
Hainingwood Terrace
Bill Quay
Gateshead
NE10 0TE

Bank: Unity Trust Bank
9 Brindley Place
Birmingham
B1 2HB

Independent Examiner: Mark Thompson
42 Lesbury Road
Newcastle
NE6 5LB

Bill Quay Community Farm Association – Annual Trustees Report 2015/16

Onwards and upwards!

This financial year has been packed with both challenge and achievement, the organisation continues to move along the rocky road to financial self-sustainability. This road was never destined to be an easy one for a small charity moving away from being a fully funded council venture towards becoming a financially independent enterprise. Despite encountering a potential shortfall in the organisation's income as we approached the Autumn of 2015, the Farm team and Trustees moved through this via a combination of crowd funding and Grant funding. Out of this adversity, the organisation has emerged stronger, securing a Capacity Building grant and putting into place new income generating strategies that play to the strengths of the organisation; as we said goodbye to 2016 Bill Quay Farm said hello to a more economically savvy livestock plan, a volunteer training programme endorsed by a leading agriculture college, a new Farm visitor centre and finally a new way for visitors to assist in the financial future of the farm; 2016 heralded the creation of The Friends of Bill Quay Farm as a subscription based support group.

Our actions, activities and achievements

1. Formal Education

In July of this financial year the farm team were delighted to award twelve young people diplomas in Animal Care. This year has been the third in our continued partnership with East Durham College, with whom we deliver level one and level two vocational Animal Care diplomas. During these courses young people are able experience and learn on a real working farm where they can gain work and life skills in a unique environment, significantly Bill Quay Community Farm is the only resource of its kind in the borough of Gateshead and therefore we were proud to once again offer our learners something which they may not otherwise have had access to.

2. Community Education and Wellbeing

Involving the community and providing educational as well as recreational opportunities for them is very much at the heart of what we do at Bill Quay Farm. This year we made inroads into achieving many of our strategic targets. Specifically, it is important to our organisation to provide opportunities for elderly members of the community and also those who have a disability to improve their well-being. We recognised that there were barriers to involving these groups particularly in terms of accessibility for mobility aids. In the winter of 2016, with funding from Awards for All we were able to resurface pathways around the farm so that these user groups were able to benefit. Using these new walkways staff were able to run gardening sessions complete with home cooked café refreshments in partnership with Lifespan and several of the sheltered schemes in East Gateshead.

As well as increasing our delivery to the older demographic, we have also been increasing our provision to children in East Gateshead. In this financial year the team have delivered several farm clubs to children between the ages of 8 to 16, we believe that this helps to keep children active especially in East Gateshead where childhood obesity is higher than the borough average.

As well as Farm Clubs we have continued to build upon the success of our education provision for primary schools out of school groups, in this financial period the farm has supported thirteen guided visits where young children are given an opportunity to understand the links between food and farming. In addition to guided visits in this year, we also supported nine Gateshead primary schools to hatch their own chicks and ducklings giving children the unique chance watch life emerge for themselves.

3. Community Events and Activities

At Bill Quay Farm it is part of our annual outreach plan to provide three large scale community focussed events, this year was of course no different! Though we are proud to say that in this year we exceeded the previous year's footfall in terms of visitor numbers! Across all three events of May Day, our Summer fundraiser and our ever popular Halloween 'Spooktacular' the farm captured an impressive 4305 visitors! A figure which is 25% higher than the previous year! Our large scale community events included some new and exciting activities this year; pig racing proved to be a firm favourite along with the farm's own brand of Scruffs and some community cooking via our very own home-made pizza oven.

'Lovely day at Bill Quay, nice family time together' Jade Reay

'Olivia never wants to leave she's piggy mad and would happily stay there' Karen Doonan

'Had a canny little day out with my boys at Bill Quay farm. Tommy absolutely loved the it, he thought the piglets were great! All worn out now and on our way home' Leanne Findley

As well as our regular large scale events during last financial year, the farm also provided exciting activities throughout the weekends and school holidays. In addition to helping children to engage with animals we also provided several wildlife and outdoor events too, these included mini-beasting for bugs and dipping for pond creatures as well as earth walks for foundation stage children. Throughout these smaller scale activities, we were able to engage over 200 children via twenty events.

4. Animals and Farm

Bill Quay Farm is of course best known for its rare and indigenous livestock; in this year we have retained our status as a Rare Breed Survival Trust approved farm park. The farm continues to be home to many native species of livestock breeds including the vulnerable Tamworth Pig, and the endangered Bagot Goat. Other livestock kept on the farm include three breeds of sheep, two breeds of chicken and the rare Pilgrim Goose. In this financial year we began to make some changes to the husbandry of our sheep in order to improve the quality and saleability of our meat. We brought in an Oxford Down tup to cross with our Hebridean ewes during the breeding season early in the year. Also in this year we were excited to welcome a new breed of pig; the Large Black is a breed which is deemed vulnerable by the RBST, this impressive animal was a welcome addition to the farm's collection.

In addition to livestock Bill Quay Community Farm is home to several small mammal and reptile species, all of our smaller residents are rehomed by us from rescue centres, we continue to promote the need to support these centres and to educate visitors in how best to care for these pets.

5. Food and Farm Produce

As a charity, one of the key milestones that we are working towards is to grow at least 10% of the vegetables served in the farm café on site at the farm's allotment. In this financial year the organisation was able to grow a good deal of produce. Many salad crops such as tomato, cucumber and lettuce were grown successfully and served in our in-house farm café. Root vegetables such as potato were also used as well as courgettes and peas. We were delighted with the amount that we were able to grow and this is a practice that we are continuing to develop.

As well as vegetable produce the farm also continues to provide slow grown and high welfare meat products including lamb and pork both via the café and as something which customers can take away to cook at home.

6. Volunteers

Providing volunteering opportunities for the community to become involved in the running of the farm is something that the organisation continues to value enormously. Indeed, it is one of our strategic targets. In this financial year we were able to support 2521 hours of volunteering to individuals from all demographics from the age of 14 years upwards, we are proud that this year's figure is over 30% higher than our preceding year. Our volunteering programme is diverse and allows participants to learn about all aspects of farming: activities generally include animal husbandry tasks, however this year we involved volunteers in woodland restoration work including traditional skills such as coppicing and hedge-laying.

7. Arts, and Traditional Crafts

In this financial year the Farm has looked to involve individuals in outdoor focussed traditional crafts, in this year we have trained young people who have been enrolled on educational courses as well as individuals enrolled on our volunteer training programme the traditional craft of coppicing willow. This programme has had many benefits, through this activity together we have improved accessibility around the Farm site, helped wildlife and given participants a real skill. In addition to the practical uses of coppicing participants have also learned how to use the cut willow to make hand-made wreaths and ornaments.

As well as coppicing we have also trained twelve young people in the traditional skills of hedge-laying, this is a craft which has heritage value for our region but has been dying out due to modern fencing practices employed in the agricultural revolution. During this project our organisation worked alongside environmental charity, Durham Wildlife Trust which was a great value sharing opportunity for both organisations.

Money, Staffing and Governance

In this financial year the farm has experienced a period of change in terms of staff and governance, the Organisation was sorry to see the loss of two valued board members in 2015 though happily in early 2016 a new trustee was welcomed onto the board. Despite changes in governance the strategic objectives of the farm, set in 2014 have continued to inform and lead the decisions of the organisation into this financial year.

It has been the priority of this year to focus on developing a sustainable business model and to explore previously untapped income streams that will secure the financial health of the organisation into the future, in December of this year the organisation was awarded an amount from Gateshead's Capacity Building Fund and it is with this financial support that we will continue to develop this ambition into 2016/17.

As well as some changes on the Board of Trustees; the farm's staff team has also experienced some changes in this financial year. In Autumn of 2015 the organisation said farewell and thank you to a valued leader; the CEO of the previous two years departed from the organisation. A new Farm manager stepped in to this role and continued to lead the team according to the strategic objectives of the charity.

Trustees' Responsibilities in relation to Financial Statements

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 1993.

Matters pertaining to the Companies Act 2006

For the year ended 31 March 2016 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 in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to the accounting records and for the preparation of accounts.

Signed:  Chair, on behalf of Trustees

Print name:  Date: 13/12/16

INDEPENDENT EXAMINER'S REPORT

**Report to the
trustees of**

Bill Quay Community Farm Association

**On accounts for
the year ended**

31 March 2016

Charity no 1146471

Set out on pages

7 to 9.

**Respective
responsibilities of
trustees and
examiner**

The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the Act)) and that an independent examination is needed.

It is my responsibility to

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

**Basis of
independent
examiner's
statement**

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

**Independent
examiner's
statement**

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 130 of the 2011 Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 2011 Act; or

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

Signed:

Date: 24 November 2016

**Name:
Address:**

Mark Thompson
42 Lesbury Road
Newcastle
NE6 5LB

Bill Quay Community Farm Association

Statement of Financial Activities

1 April 2015 to 31 March 2016

	notes	Restricted £	Unrestricted £	2,016 Total £	2,015 Total £
Incoming resources					
Grants	(2)	29,218	20,000	49,218	74,116
Donations			26,318	26,318	6,413
Houghall Income			37,251	37,251	38,984
Friends of the Farm			9,708	9,708	
Placements			0	0	300
Café Sales			53,003	53,003	66,618
Livestock Sales			8,907	8,907	7,739
Rental income			30	30	444
Events and hire			6,686	6,686	2,394
Other Income			4,041	4,041	4,902
Bank interest			4	4	
Grants released	(6)		1,800	1,800	4,296
Total incoming resources		29,218	167,748	196,966	206,206
Resources expended					
Salaries		16,997	56,886	73,883	95,571
Contracting, Cleaning and Services			11,292	11,292	14,063
Livestock Maintenance			16,061	16,061	17,390
Training, Travel & Administration		649	7,986	8,635	4,573
Tools, Equipment, Repairs & Maintenance			4,283	4,283	13,567
Utilities & Insurance			16,293	16,293	16,230
Cafe costs			48,620	48,620	50,424
Livestock Meat Preparation			2,280	2,280	2,199
Livestock Purchase			0	0	1,640
Depreciation			1,800	1,800	4,296
Audit and accounting	(3)		600	600	600
Events and hire expenses		309	856	1,165	1,032
Promotion & Marketing				0	1,359
Volunteer Expenses		279	52	331	
Total resources expended		18,234	167,009	185,243	222,944
Net incoming/(outgoing) resources before transfers		10,984	739	11,723	(16,738)
Gross transfers between funds				0	0
Net incoming/(outgoing) resources before other recognised gains/(losses)		10,984	739	11,723	(16,738)
Other recognised gains/(losses)		0	0	0	0
Net movement in funds		10,984	739	11,723	(16,738)
Total funds brought forward		15,562	9	15,571	32,309
Total funds carried forward		26,546	748	27,294	15,571

Bill Quay Community Farm Association

Balance Sheet

31 March 2016

	notes	2016 £	2016 £	2015 £	2015 £
Fixed assets					
Tangible assets	(4)		1,064		2,864
Current assets					
Debtor		7,168			
Cash at bank and in hand:					
Deposit account		6,737		2,104	
Current account		12,519		13,093	
Cash		1,470		974	
		<u>27,894</u>		<u>16,171</u>	
Creditors: amounts falling due within one year	(4)	<u>(600)</u>		<u>(600)</u>	
Net current assets			27,294		15,571
Total assets less current liabilities			28,358		18,435
Creditors: amounts falling due after one year			<u>(1,064)</u>		<u>(2,864)</u>
Net Assets at 31 March 2015			<u>27,294</u>		<u>15,571</u>
Represented By:					
Restricted Funds		26,546		15,562	
Unrestricted Funds		<u>748</u>		<u>9</u>	
			<u>27,294</u>		<u>15,571</u>

For the period ending 31/03/2016 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476, of the Companies Act 2006

- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- The accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Signed Position Chair

Print Name Jennifer Wood

Date 13/12/16

Bill Quay Farm Community Association

Notes to the accounts, 2016

1. Accounting policies

Basis of accounts

These accounts have been prepared on an accruals basis in accordance with applicable accounting standards and follow the recommendations in the Statement of Recommended Practice: Accounting by Charities (revised 2005).

Tangible fixed assets

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

Equipment and machinery	5 years straight line		Total
	Restricted	Unrestricted	
2. Grants received	£	£	£
Barbour Trust		5,000	5,000
John Paul Getty Trust		15,000	15,000
Capacity Building 15/16	10,195		10,195
Gateshead Housing Company	4,742		4,742
Awards For All	9,991		9,991
Henry Smith	4,290		4,290
Total grants received	29,218	20,000	49,218

3. Costs of financial services

A fee of £600 will be paid for the independent examination of these accounts.

4. Capital equipment

	Equipment	Total
	£	£
Cost	28,640	28,640
Additions		
Cost at 31/3/16	28,640	28,640
Depreciation	-	-
Charge made for previous years	25,776	25,776
Charge made for this year	1,800	1,800
Depreciation at 31/3/16	27,576	27,576
Net book value at 31/3/16	1,064	1,064
Net book value at 31/3/15	2,864	2,864

Bill Quay Farm Community Association

Notes to the accounts, 2016, cont.

5. Creditors: amounts falling due within one year

Independent examination fee

600

Total

6. Deferred income

As at 31/3/15

£
2,864

Received in period*

1,800

Proportion transferred to revenue

1,800

As at 31/3/16

1,064

*This is a transfer of the value of the donated fixed assets, to be released annually against depreciation.

	at 1/4/15	Received	Spent	Transfers from unrestricted	at 31/3/16
	£	£	£	£	£
7. Restricted Funds					
Gateshead MBC (Capacity building)	1,190		1,164		26
Gateshead MBC (Capacity building)		10,195	3,343		6,852
Northern Rock Foundation	14,131		9,425		4,706
LEAF	10				10
Local Councillor Fund	231		68		163
Gateshead Housing Company		4,742	4,651		91
Awards For All		9,991			9,991
Henry Smith		4,290	991		3,299
					0
Total	15,562	29,218	19,642	0	25,138

8. Related party transactions

There were no significant transactions between the project and any related parties during the period. No payments have been made to Trustees.

9. Trustees and Staff

No Trustees were remunerated or received expenses payments.

The average no. of staff employed was 4 full time, 4 part time.

The Salary costs for the year were **73883**