

Company registration number: 03860796
Charity registration number: 1056688

THE ROCK COMMUNITY CENTRE LIMITED

(A company limited by guarantee)

Annual Report and Financial Statements

For the year ended 31 March 2017

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TRUST INFORMATION

Charity name	The Rock Community Centre
Principal office and registered office	St Peter's Church Hall, Ridingleaze, Lawrence Weston, Bristol, BS11 0QF
Charity registration number	1056688
Company registration number	03860796
Trustees	Mr M C Horton, Treasurer Mrs J Gresty Ms S J L Hunt Mrs A Hawker Mrs P Compton, Chair Rev Dr A J Murray Mrs M Harris (deceased 17/6/2016) Mr D E B Tarleton (resigned 28/9/2016) Mr G Worth (appointed 28/9/2016) Mrs H Finch (appointed 28/9/2016)
Independent Examiner	Graham Burley, FCA 12 The Dell Westbury-on-Trym Bristol BS9 3UD

THE ROCK COMMUNITY CENTRE LTD
TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2017

Aims of the Charity

The Charity's aims are

- (a) to promote the benefit of persons living in Lawrence Weston without distinction of age, sex, sexual orientation, ability, race or political, religious or other opinions, by associating with the local authorities, voluntary organisations and individuals in a common effort to advance education and provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the quality of life for the said persons;
- (b) to develop work with specific reference to the elderly, and disabled of all ages;
- (c) to develop a community facility and to maintain and manage a centre for activities promoted by the Rock Community Centre and its constituent bodies in furtherance of the above objects.

Main activities and achievements

The Rock Community Project has grown stronger during this financial year. Slimming World, Precision Dance, Run Beach Run and GKR Karate sessions, which are unfunded by the Project, pay to hire the hall.

The Community has been helped in the last year by continuing work with Linkage, Ambition Lawrence Weston and Bristol Ageing Better who have all shown keen interest in finding classes for the hall and its very good facilities. Together they have helped to fund Healthy Eating sessions, Arts and Craft sessions, New Age Kurling, Pilate's sessions and Gentle Exercise to name a few.

Funding has been found by the Centre for various other activities and Wellbeing events throughout the year. These activities include: English Language sessions, The Over 50s Forum, Play Place, Chiropody sessions, Coffee mornings and the Lunch Club. Attendances during the year were as follows:

	Attendance per session		Weeks	Totals
Over 50s Forum	11	x	12 wks	132
Play Place	6	x	44 wks	264
Healthy Eating	7	x	46 wks	322
Gentle Exercise	25	x	46 wks	1,150
Arts and Crafts	9	x	46 wks	414
Coffee Mornings	4	x	48 wks	192
Pilates	6	x	46 wks	276
Lunch Club	36	x	44 wks	1584
New Age Kurling	8	x	46 wks	368
Tai Chi	6	x	16 wks	96
Chiropody	8	x	12 wks	96
Walking Group	42	x	12 wks	504
Total				5,398

These varied activities reach all types of people and ages. It also includes opportunities for people to volunteer, to give something back to the community. We thank the volunteers for their continued commitment and hard work.

There has been an increase in the hiring of the hall and its facilities for parties, meetings, computer lessons and voting which has meant a steady income, resulting in an improved financial position.

In conjunction with Linkage Bristol, Bristol Ageing Better and through funding from various sources, the Centre offered new activities to the community. Each new activity started off with a 5 weeks pilot scheme.

New successful Activities have included the following:

The Arts and Craft sessions and Pilates started last year and have proven to be both successful activities. Each session is overseen by a qualified tutor. These sessions not only improve fitness, hand eye coordination, but can also identify potential loss of movement and illness.

The management committee continually discuss, with advice from Linkage, other diverse ways to reach out to our community to encourage the local residents to keep healthy and to meet together on a regular basis. The Project has open days when the residents can view an exhibition of activities after which they can suggest their ideas to the committee about how they would like the hall to be used. These ideas are implemented where possible.

Lawrence Weston Community Transport continues to rent a small office in the centre. The Rock Centre has a long history with LWCT. The service they provide is vital to the community and the accessibility of its activities. A large number of residents who use the activities rely on LWCT and without them attendance levels would suffer. LWCT has given great support to the Rock Centre; in return the Centre promotes the service that they provide the community.

In April 2016, we began negotiations with a local out of schools children's activity group regarding the possibility of using the hall on a daily basis. This group is known as Lawrence Weston out of Schools Activities or LWOOSA for short. In June 2016, it was agreed that the group could rent the hall on a permanent basis. In October 2016 LWOOSA started to use the hall and have continued since that date.

The Rock has gained various levels of support for the project and the community from the local CO-OP which includes food for our activities. In addition, we are being sponsored by the CO-OP through their Community Causes scheme which has been running since September 2016.

Unfortunately, following an internal restructure that took place in December, Linkage no longer funds any activities in Bristol due to limited budgets. The classes that Linkage started are still taking place and are well supported by the centre and outside funding.

Public benefit

The trustees have complied with their duty in section 4 of the Charities Act 2011 to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

Financial review

The Statement of Financial Activities shows a net deficit for the year of a revenue nature of £2,750 (2016 £15,056 surplus). The total reserves at the year-end stood at £27,163 (2016 £32,332).

Restricted grants received totalling £4,400, plus restricted balances brought forward, were offset by related expenditure of £6,819 incurred in running the charitable activities. Restricted funds carried forward amounted to £2,279.

Premises and general expenses of £22,803 were set against income of £20,053 generated from unrestricted grants, private bookings and club subscriptions. The estimated benefit to the charity of the use of volunteers during the year was £23,978 towards its charitable activities, and £350 towards governance costs.

Going concern

The charity is dependent on continuing grant aid and as a consequence the going concern basis is dependent on continuing income from this source in the long term. However, the trustees are of the opinion that the current balances on all reserves are sufficient to enable the Charity to continue for a period of up to twelve months.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the Charity.

The policy is to hold general reserves sufficient to finance the costs of running the charity for at least six months, plus the costs of any severance payments to employees in the event of the winding up or dissolution of the Charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

At 31 March 2017 the unrestricted funds available were £24,884 and restricted funds remaining were £2,279

Constitution

The charitable company is governed by its Memorandum and Articles of Association and its Constitution (revised 16 July 2001). There are no restrictions in the governing document on the operation of the Charity or on its investment powers, other than those imposed by general law.

It is limited by guarantee and does not have a share capital. Every member undertakes to contribute an amount not exceeding £1 to the assets of the Charity in the event of its winding up.

The business of the company is conducted by a Management Committee which consists of no fewer than 9 and no more than 15 members. Each foundation constituent body has one representative ex officio on the Committee and the other members are elected at the Annual General Meeting.

Risk management

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to these. In particular, with regard to the finances of the company, the company's only material financial instruments are the bank balances which are constantly monitored and reported at management meetings.

Appointment of trustees

Trustees are appointed on the basis of having specialist skills required by the charity, or having local interest in the community centre.

Trustees' responsibilities

Charity law and the Companies Acts require the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is 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 inappropriate to presume that the charity will continue in business; and
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

The trustees are also responsible for the contents of the Trustees' Report.

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the Board and signed on its behalf by:

Signed:

Date:

Mrs P Compton
On behalf of the Trustees

**INDEPENDENT EXAMINER'S REPORT TO TRUSTEES OF
THE ROCK COMMUNITY CENTRE LTD**

I report on the accounts of the company for the year ended 31 March 2017, which are set out on pages 5 to 12.

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;
- 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 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 the 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 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities 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.

Signed:

Date:

STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2017

	Note	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2017 £	2017 £	2017 £	2016 £
Income from:					
Donations and grants	2	567	4,400	4,967	27,610
Charitable activities	3	19,486	-	19,486	18,265
Donated services	4	24,328	-	24,328	25,345
Investments	5	-	-	-	-
Total		44,381	4,400	48,781	71,220
Expenditure on:					
Raising funds		-	-	-	-
Charitable activities	6	46,781	6,819	53,600	55,814
Governance costs		350	-	350	350
Total		47,131	6,819	53,950	56,164
Net income		(2,750)	(2,419)	(5,169)	15,056
Transfers between funds		-	-	-	-
Net movements in funds		(2,750)	(2,419)	(5,169)	15,056
Reconciliation of funds					
Total funds brought forward		27,634	4,698	32,332	17,276
Total funds carried forward		24,884	2,279	27,163	32,332

BALANCE SHEET AS AT 31 MARCH 2017

	Note	2017 £	2016 £
Current Assets			
Cash at bank and in hand		27,163	32,332
Creditors			
Amounts falling due within one year	10	-	-
Net current assets		27,163	32,332
Net assets		<u>27,163</u>	<u>32,332</u>
The funds of the charity			
Restricted funds		2,279	4,698
Unrestricted funds			
Unrestricted income funds		24,884	27,634
Total charity funds		<u>27,163</u>	<u>32,332</u>

For the financial year ended 31 March 2017, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Board and signed on its behalf by:

.....
M.C. Horton
Trustee

Date.....

NOTES TO THE ACCOUNTS

1. Accounting Policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities (SORP FRS102)", issued in July 2014, applicable accounting standards and the Companies Act 2006.

Income

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, probability of receipt and the amount can be measured with sufficient reliability.

Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters. The Charity was able to obtain preparation and examination of the statutory accounts at no cost (cost saving from voluntary labour this year estimated to be £350: 2016 £350) and there were no other governance costs.

2. Voluntary income

	Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
	£	£	£	£
Donations and legacies				
Donations and appeals	117		117	2,460
Grants				
Trusts and foundations	2,850	2,000	4,850	14,650
Grants-other agencies	-	-	-	10,500
Other income	-	-	-	-
	<u>2,850</u>	<u>2,000</u>	<u>4,850</u>	<u>25,150</u>
	<u>2,967</u>	<u>2,000</u>	<u>4,967</u>	<u>27,610</u>

NOTES TO THE ACCOUNTS (continued)

3. Income from charitable activities

	Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
	£	£	£	£
Community Centre activities				
User booking fees takings	16,486	-	16,486	15,265
Hire of Community Centre facilities	3,000	-	3,000	3,000
	<u>19,486</u>		<u>19,486</u>	<u>18,265</u>

4. Donated Services

	Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
	£	£	£	£
Donated Services (volunteers)				
Charitable activities	23,978	-	23,978	24,995
Governance	350	-	350	350
	<u>24,328</u>		<u>24,328</u>	<u>25,345</u>

5. Investment income

	Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
	£	£	£	£
Interest on cash deposits	-	-	-	-

6. Total expenditure (including those in respect of donated services).

	Community Centre Activities	Governance	Total Funds 2017
	£	£	£
Centre activities	2,261	-	2,261
Employment costs	20,688	-	20,688
Establishment costs	6,262	-	6,262
Donated services	23,978	350	24,328
Office expenses	411	-	411
Accountancy fees	-	-	-
	<u>53,600</u>	<u>350</u>	<u>53,950</u>

NOTES TO THE ACCOUNTS (continued)

7. Trustees' remuneration and expenses

None of the trustees have been paid any remuneration or received any other benefit.

8. Employees' remuneration

The average number of persons employed by the Charity during the year was as follows:

	2017	2016
	No.	No.
Charitable activities	<u>2</u>	<u>2</u>

The aggregate payroll costs of these persons were as follows:

	2017	2016
	£	£.
Wages and salaries	<u>20,688</u>	<u>20,776</u>

9. Taxation

The company is a registered charity and is, therefore, exempt from taxation.

10. Creditors: Amounts falling due within one year

There are no creditors at 31 March 2017.

11. Members' liability

The Charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the Charity in the event of liquidation.

12. Related parties

The Charity has a lease for the use of the Community Centre with St Peter's Parish Church PCC at a peppercorn rent of £10 per annum.

The Charity is controlled by the trustees who are all directors of the Company.

NOTES TO THE ACCOUNTS (continued)

13. Analysis of funds

	At 1 April 2016	Income	Expenditure	Transfers	At 31 March 2017
	£	£	£	£	
General Funds					
Unrestricted income fund	27,634	46,781	48,652		25,763
Restricted Funds					
Salaries reserve	4,558		4,558		-
Over 50s	111		111		-
Kurling	18	2,000	618		1,400
BCC Play	11		11		-
	4,698	2,000	5,298		1,400
	32,332	48,781	53,950	-	27,163

Restricted funds are held to be expended as directed by the donors.

14. Net assets by fund

	Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
	£	£	£	£
Current assets	25,763	1,400	27,163	32,332