

REGISTERED COMPANY NUMBER: 06354930 (England and Wales)

REGISTERED CHARITY NUMBER: 1122405

CHARITY COMMISSION
FIRST CONTACT

10 JUL 2018

ACCOUNTS
RECEIVED

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018
FOR
ST ALBANS COMMUNITY ASSOCIATION

CHARITY COMMISSION
FIRST CONTACT

10 JUL 2018

RECEIVED

J W Hinks LLP
Chartered Accountants
and Statutory Auditors
19 Highfield Road
Edgbaston
Birmingham
West Midlands
B15 3BH

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FOR THE YEAR ENDED 31 MARCH 2018**

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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2018**

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 31 March 2018. 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 applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Purposes and aims

St Albans Community Association's objects and principal activities are to improve the conditions of life for the residents of the St Paul's Ward and the surrounding areas of Smethwick through the use of the facilities available to the Association.

St Albans Community Association's vision can be summarised as follows.

1. To work for a community in which all are valued and respected.
2. To work for a community in which every resident has access to the information, support and quality services they need.
3. To work for a community in which everyone, irrespective of their history, culture, race, gender or disability, can feel a sense of belonging.

St Albans Community Association's mission is to be an asset to the local community by providing access to inclusive and supportive services which enable residents to thrive and achieve their potential.

Ensuring our work delivers our aims

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us to ensure that our aim, objectives and activities remained focused on our stated purposes.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

The focus of our work

The Association continues to provide various activities to benefit a wide range of age groups.

At present, the Association continues to provide two pre-school clubs, a lunch club, an out-meals service, an advocacy and advice service, a befriending service and a volunteer programme.

In addition to the various services provided by the Association, the Association also hires rooms to various community/voluntary groups from the local area. Their activities include arts and crafts, painting and many other activities which suit a wide range of people and age groups.

Furthermore, the Association also supports several autonomous groups by providing not only rooms but also support, advice and guidance on funding.

Grantmaking

The Association reviews various organisations and individuals who support and deliver the Association's objects.

Potential recipient of grants paid by the Association are reviewed by the Association on a case by case basis depending upon the available resources of the Association.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2018**

STRATEGIC REPORT

Achievement and performance

Charitable activities

How our activities deliver public benefit

In setting our objectives and planning our activities the trustees have given careful consideration to the Charity Commission's general guidance on public benefit, including the guidance on public benefit and fee charging.

Our main activities and who we try to help are described below.

All of our charitable activities focus on our ability to improve the conditions of life for the residents of the St Paul's Ward and the surrounding areas of Smethwick through the use of the facilities available to the Association.

This year St Albans has continued to work hard not only to address local issues and respond to local need but to review staff salaries and training to strive to be responsible and supportive employers. This year we reviewed our salary structure and we now have no staff on the minimum wage and no staff on zero hours contracts. We have increased our annual holiday entitlement to 32 days including bank holidays.

This year St Albans was fundamental in identifying a number of people being subject to modern slavery which has resulted in joint working with the police and ASB team at Sandwell Metropolitan Borough Council to hopefully bring a successful prosecution of the perpetrators and prevent any other persons being abused by these landlords.

We have been working with Witton Lodge Community Association and Locality with a view to explore the potential of St Albans either developing a Community Led Housing initiative for older people in Smethwick or surrounding area or work in partnership with another provider. St Albans are working with Housing and Care 21, Locality and Witton Lodge and are in the process of engaging with the local authority to explore potential sites. We have visited The Goodwyn Trust, a community organisation in Hull, who have successfully worked with the local authority to initially take over 5 houses that the council did not want to manage any longer and are now in the process of building 41 new homes on a housing estate.

This year, following the monies from the Better Care Fund, St Albans is piloting a new programme (funded for 12 months by the Lloyds Bank Foundation and the Big Lottery Fund) which is a social prescribing model and working in partnership with Adult Services, other VCS providers, GP practices etc to provide holistic and supportive services to older people or people who are in threat of going into care. This programme has had over 100 referrals since August 2017 and we have dealt with some very complex cases and discovered there are many older people who are falling through the gaps of services including statutory services. We are at present having the service evaluated and are seeking funding to secure this programme for a minimum of 3 years.

Evidence of our continued support of partners not only shows with the volunteering programme but with the provision of rooms for meetings free of charge to BUDS (Better Understanding of Dementia in Sandwell).

In the next financial year St Albans will be looking at options for buying our building which belongs to Holy Trinity Church, Smethwick. At present, we pay an annual rent of £25,000 and we have a full repairing maintenance lease which, with an old building, can be very costly. The building is not very environmental or disabled friendly but we are working to improve this – last year, St Albans invested some £72,000 in extending the building and this year we invested some £60,000 in the refurbishment of toilets, flooring, electronic doors and a new central heating system.

We applied for some money from the Local Area Budget to purchase a defibrillator and to offer first aid training to 30 families in 2015 but this was not successful. We were unable to get financial support from the British Heart Foundation as our footfall was not great enough so this year the Board decided to purchase the defibrillator and provide the training from our own reserves. We have also registered the defibrillator with the local ambulance service so that they can use it if need be in the future.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2018**

STRATEGIC REPORT

Achievement and performance

Charitable activities

During 2016 we applied to the Local Area Budget for monies for a training package to benefit 100 volunteers with a minimum of 10 qualifications – this was not successful. St Albans purchased the package themselves from its own reserves and continues to support volunteers with training to increase their chances of employment.

We have worked hard to ensure we are recycling better – this comes at an additional cost to the Association but we aspire to continue to improve.

We continue to provide facilities at an affordable rate to 12 autonomous organisations that use St Albans to deliver services to benefit local people.

Financial review

Principal funding sources

St Albans Community Association is reliant upon the income derived from grants it receives from organisations such as Sandwell Metropolitan Borough Council and other grant making organisations as well as income derived from room hire and catering and other sources of income.

Reserves policy

It is the policy of the trustees to maintain a level of reserves sufficient to ensure the continued operation of the charity's activities. At present, the Association is holding the equivalent of approximately 10 months of free reserves as at 31 March 2018 against a target position of 12 months.

Financial review

The Statement of Financial Activities for the year ended 31 March 2018 shows incoming resources of £538,953 (2017 - £555,163) and resources expended of £534,305 (2017 - £467,604), generating a surplus of income over expenditure totalling £4,648 (2017 - £87,559).

As a result, the Association's net assets have increased from £519,283 as at 31 March 2017 to £523,931 as at 31 March 2018.

The reserves are primarily to cover the development and future operational expenses of St Albans Community Association.

Future plans

During the coming year the Association has plans to make progress in the following areas in order to continue to help improve the conditions of life for the residents of the St Paul's Ward and the surrounding areas of Smethwick through the use of the facilities available to the Association.

St Albans will continue their plans to work with Locality, Housing and Care 21 and the local authority on plans for community led housing in Smethwick.

We have incurred some really difficult challenges this year working with adult services on some really difficult cases. To help St Albans with some of the issues we have had, any may foresee in the future, to invest heavily in some compulsory training – the Mental Capacity Act, the Care Act and Care Planning. This will enable us to challenge when needed with the knowledge we need which will hopefully result in a better working relationship.

We are looking to extend our services in the Lunch Club to include day care services which will have an impact on current staffing levels – they will need to be increased as will training.

We intend to carry out a skills exchange with Sunnyside Rural Trust in Hemel Hempstead to see how their work with people with learning disabilities is done. They have a very successful allotment and bee keeping programme which generates some income to enable them to continue their support work. Once the trip has taken place, St Albans will

STRATEGIC REPORT

Future plans

be applying to the Bright Ideas Fund to enable the necessary feasibility study to be carried out for this potential project. Linking in with this, we are also looking at a feasibility study for concrete garden ornaments. We have been offered all of the necessary equipment for this activity and want to link this in with our anticipated work with people with learning disabilities and, hopefully, work with Creative Arts on this programme. This will be incorporated into the business plan from the Bright Ideas Fund. If we are able to make these social enterprise work it will be our intention to fund the continuation of the Warley Gateway Club post 2018.

We also intend to use some of the monies to evidence how our building will unlock community enterprise growth to enable us to go to Power to Change in May next year to apply for funding to support our aspiration to purchase our current premises.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

St Albans Community Association is a company limited by guarantee (registered number 06354930) which was incorporated on 29 August 2007 and achieved charitable status on 22 January 2008 (registered number 1122405).

The Association was established under a Memorandum of Association which established the objects and powers of the Association and is governed under its Articles of Association. In the event of the Association being wound up members are required to contribute an amount not exceeding £1.

Recruitment and appointment of new trustees

As set out in the Association's Articles of Association new trustees are appointed by the Board of Trustees after applying to the Association in the form required by the trustees and after being approved by the Board of Trustees.

All trustees give their time voluntarily and receive no benefits from the Association. Any expenses reclaimed from the Association are set out in the notes to the financial statements.

Organisational structure

St Albans Community Association is organised so that its management committee of trustees meet regularly to manage its affairs and formulate policy.

A scheme of delegation is in place and day to day responsibility for the provision of the Association's services rests with the centre manager. The centre manager is responsible for ensuring that the Association delivers the services specified and that key performance indicators are met. The centre manager also has responsibility for the day to day operational management of the Association, individual supervision of the staff team and ensuring that the team continue to develop their skills and working practices in line with good practice.

Induction and training of new trustees

New trustees undergo an orientation day to brief them on legal obligations under charity law, the content of the Association's Memorandum and Articles of Association, the committee and decision-making processes and the recent financial performance of the Association.

During the induction day they meet key employees and other trustees.

Trustees are encouraged to attend appropriate external training events where these will facilitate the understanding of their role.

Key management remuneration

In the trustees' opinion, the key management personnel of the Association responsible for the direction, control, running and operation of the Association on a day to day basis consists of the Board of Trustees and the Centre Manager.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2018**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Key management remuneration

Key management personnel - trustees

All trustees give of their time freely and no trustee received remuneration during the year.

Details of trustees' expenses and related party transactions are disclosed in notes 10 and 19 to the financial statements.

Key management personnel – chief executive

The pay of the Association's senior staff is reviewed annually and normally increased based upon the position of the Association's finances and the cost of living in general. In view of the nature of the Association, the trustees benchmark pay levels in other similar organisations of a similar size.

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.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06354930 (England and Wales)

Registered Charity number

1122405

Registered office

St Albans Community Centre
St Albans Road
Smethwick
West Midlands
B67 7NL

Trustees

R D W Bruce
B D Bright
G Darby
R Evetts
Reverend D R Gould
H J Wright

Chief executive officer

T M Flannagan

Senior statutory auditor

Peter Smith ACA

Company Secretary

T M Flannagan

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2018**

REFERENCE AND ADMINISTRATIVE DETAILS

Auditors

J W Hinks LLP
Chartered Accountants
and Statutory Auditors
19 Highfield Road
Edgbaston
Birmingham
West Midlands
B15 3BH

Solicitors

Silks
Barclays Bank Chambers
Birmingham Street
Oldbury
West Midlands
B69 4EZ

Bankers

Co-operative Bank
1 Balloon Street
Manchester
M60 4EP

Leek United Building Society
50 St Edward Street
Leek
Staffordshire
ST13 5DL

Santander Bank
2 Triton Square
Regent's Place
London
NW1 3AN

Shawbrook Bank
Lutea House
Warley Hill Business Park
The Drive
Great Warley
Brentwood
Essex
CM13 3BE

United Trust Bank Limited
1 Ropemaker Street
London
EC2 9AW

FUNDS HELD AS CUSTODIAN FOR OTHERS

Sandwell IAG

During the year ended 31 March 2017 St Albans Community Association received £1,500 from the West Midlands Police and Crime Commissioner to be held by the Association on behalf of another organisation called Sandwell IAG (Independent Advisory Group), a self-governing group comprised of individuals from the local community in Sandwell who provide independent advice to the local police with the aim of improving the quality of policing services.

During the year ended 31 March 2017 a total of £837 had been expended by Sandwell IAG from this sum of money, leaving an unexpended balance totalling £663 which had been included by the Association within other creditors falling due within one year as at 31 March 2017. As at 31 March 2018 this balance had been expended in full.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2018**

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of St Albans 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), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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.


In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, J W Hinks LLP, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 20 June 2018 and signed on the board's behalf by:


.....
R Evetts - Trustee

Opinion

We have audited the financial statements of St Albans Community Association (the 'charitable company') for the year ended 31 March 2018 on pages ten to thirty two. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
ST ALBANS COMMUNITY ASSOCIATION**

Opinion on other matters prescribed by the Companies Act 2006

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities set out on page fifteen, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.



Peter Smith ACA (Senior Statutory Auditor)
for and on behalf of J W Hinks LLP
Chartered Accountants
and Statutory Auditors
19 Highfield Road
Edgbaston
Birmingham
West Midlands
B15 3BH

Date: 20 June 2018

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2018

| | | Unrestricted funds | Restricted funds | 2018 Total funds | 2017 Total funds |
|------------------------------------|------|-----------------------|---------------------|---------------------|---------------------|
| | Note | £ | £ | £ | £ |
| INCOME AND ENDOWMENTS FROM | | | | | |
| Donations and legacies | 2 | 942 | - | 942 | 10,474 |
| Charitable activities | 5 | | | | |
| Grants receivable | | 221,558 | 186,340 | 407,898 | 385,276 |
| Other trading activities | 3 | 127,667 | - | 127,667 | 156,647 |
| Investment income | 4 | 2,246 | - | 2,246 | 2,766 |
| Other income | | 200 | - | 200 | - |
| Total | | 352,613 | 186,340 | 538,953 | 555,163 |
| EXPENDITURE ON | | | | | |
| Charitable activities | 6 | | | | |
| Charitable activities | | 240,750 | 161,603 | 402,353 | 339,438 |
| Support costs | | 117,462 | 14,490 | 131,952 | 128,166 |
| Total | | 358,212 | 176,093 | 534,305 | 467,604 |
| NET INCOME/(EXPENDITURE) | | (5,599) | 10,247 | 4,648 | 87,559 |
| Transfer between funds | 17 | 361 | (361) | - | - |
| Net movement in funds | | (5,238) | 9,886 | 4,648 | 87,559 |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 410,746 | 108,537 | 519,283 | 431,724 |
| TOTAL FUNDS CARRIED FORWARD | | 405,548 | 118,423 | 523,931 | 519,283 |

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

ST ALBANS COMMUNITY ASSOCIATION

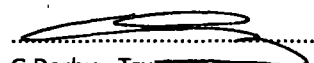
**BALANCE SHEET
AT 31 MARCH 2018**

| | | Unrestricted funds | Restricted funds | 2018 Total funds | 2017 Total funds |
|--|-------------|-------------------------------|-----------------------------|-----------------------------|-----------------------------|
| | Note | £ | £ | £ | £ |
| FIXED ASSETS | | | | | |
| Tangible assets | 13 | 100,297 | 72,998 | 173,295 | 134,125 |
| CURRENT ASSETS | | | | | |
| Stocks | 14 | 779 | - | 779 | 775 |
| Debtors | 15 | 34,529 | 7,000 | 41,529 | 38,054 |
| Cash at bank and in hand | | <u>324,387</u> | <u>44,259</u> | <u>368,646</u> | <u>375,577</u> |
| | | 359,695 | 51,259 | 410,954 | 414,406 |
| CREDITORS | | | | | |
| Amounts falling due within one year | 16 | (54,484) | (5,834) | (60,318) | (29,248) |
| NET CURRENT ASSETS | | <u>305,211</u> | <u>45,425</u> | <u>350,636</u> | <u>385,158</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>405,508</u> | <u>118,423</u> | <u>523,931</u> | <u>519,283</u> |
| NET ASSETS | | <u>405,508</u> | <u>118,423</u> | <u>523,931</u> | <u>519,283</u> |
| FUNDS | 17 | | | | |
| Unrestricted funds | | | | 405,508 | 410,746 |
| Restricted funds | | | | <u>118,423</u> | <u>108,537</u> |
| TOTAL FUNDS | | | | <u>523,931</u> | <u>519,283</u> |

The financial statements were approved by the Board of Trustees on 20 June 2018 and were signed on its behalf by:



R Evetts - Trustee



G Darby - Trustee

The notes form part of these financial statements

ST ALBANS COMMUNITY ASSOCIATION

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2018**

| | | 2018 | 2017 |
|---|--------------|-----------------------|-----------------------|
| | Notes | £ | £ |
| Cash flows from operating activities: | | | |
| Cash generated from operations | 1 | <u>50,365</u> | <u>87,159</u> |
| Net cash provided by (used in) operating activities | | <u>50,365</u> | <u>87,159</u> |
| Cash flows from investing activities: | | | |
| Purchase of tangible fixed assets | | (59,743) | (90,074) |
| Sale of tangible fixed assets | | 201 | - |
| Interest received | | <u>2,246</u> | <u>2,766</u> |
| Net cash provided by (used in) investing activities | | <u>(57,296)</u> | <u>(87,308)</u> |
| Change in cash and cash equivalents in the reporting period | | <u>(6,931)</u> | <u>(149)</u> |
| Cash and cash equivalents at the beginning of the reporting period | | <u>375,577</u> | <u>375,726</u> |
| Cash and cash equivalents at the end of the reporting period | | <u><u>368,646</u></u> | <u><u>375,577</u></u> |

The notes form part of these financial statements

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2018**

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2018 | 2017 |
|---|----------------------|----------------------|
| | £ | £ |
| Net income/(expenditure) for the reporting period (as per the statement of financial activities) | 4,648 | 87,559 |
| Adjustments for: | | |
| Depreciation charges | 20,572 | 16,047 |
| Profit on disposal of fixed assets | (200) | - |
| Interest received | (2,246) | (2,766) |
| (Increase)/decrease in stocks | (4) | 13 |
| Increase in debtors | (3,475) | (13,229) |
| Increase/(decrease) in creditors | <u>31,070</u> | <u>(465)</u> |
| Net cash provided by (used in) operating activities | <u>50,365</u> | <u>87,159</u> |

1. ACCOUNTING POLICIES

GENERAL INFORMATION AND BASIS OF PREPARING THE FINANCIAL STATEMENTS

General information

St Albans Community Association is a charity incorporated in England and Wales. The address of the Association's registered office and trading address is St Albans Community Centre, St Albans Road, Smethwick, West Midlands, B67 7NL.

Accounting convention

The financial statements of the Association, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2015)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland", the Companies Act 2006 and the Charities Act 2011.

The financial statements have been prepared using the historic cost convention and are presented in sterling which is the functional currency of the Association, rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

COMPANY STATUS

The Association is a company limited by guarantee. The members of the Association are the trustees named on the company information page. In the event of the Association being wound up the liability in respect of the guarantee is limited to £1 per member of the Association.

GOING CONCERN

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The expected level of income and expenditure is sufficient with the level of reserves for the Association to be able to continue as a going concern.

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018**

1. ACCOUNTING POLICIES - continued

INCOME

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

For donations to be recognised the Association will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the Association and it is probable that they will be fulfilled.

For legacies, entitlement is the earlier of the Association being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the Association. However, it is not always possible to measure the amount expected to be distributed. On these occasions the legacy is treated as a contingent asset and disclosed.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the Association. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

The Association receives local authority grants and grants from other third parties in respect of its activities. Income from local authority grants and grants from other third parties are recognised at fair value when the Association has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Investment income is earned through holding assets such as cash on deposit. It includes interest receivable. Interest income is recognised using the effective interest rate method and is recognised as the Association's right to receive payment is established.

EXPENDITURE

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

It is categorised under the following headings.

- o Costs of raising funds.
- o Expenditure on charitable activities.
- o Other expenditure representing those items not falling into the above categories.

Support costs are those that assist with the work of the Association but do not directly represent charitable activities and include office costs, governance costs and other administrative costs.

Grants payable to third parties are within the Association's charitable objectives. Where unconditional grants are offered, this is accrued as soon as the recipient is notified of the grant as this gives rise to a reasonable expectation that the recipient will receive the grant. Where grants are conditional relating to performance then the grant is only accrued when any unfulfilled conditions are outside of the control of the Association.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES - continued

TANGIBLE FIXED ASSETS

Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life as follows.

| | |
|----------------------------------|-------------------------|
| Leasehold improvements | 10% straight line basis |
| Lift and soft play area | 10% straight line basis |
| Furniture, fixtures and fittings | 10% straight line basis |
| Motor vehicles | 25% straight line basis |

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in net income/(expenditure) for the year.

STOCKS

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

TAXATION

The Association is exempt from corporation tax on its charitable activities.

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash in hand and deposits held at call with banks. Bank overdrafts are shown within borrowings in current liabilities.

OPERATING LEASES

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease.

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 Association. 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

Contributions to the personal pension schemes of certain employees are charged to the Statement of Financial Activities in the period in which they relate. The assets of these personal pension schemes are held separately from those of the charitable company in independently administered funds.

EMPLOYEE BENEFITS

When employees have rendered service to the Association, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Association is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES - continued

FINANCIAL INSTRUMENTS

The Association has elected to apply the provisions of Section 11 "Basic Financial Instruments" and Section 12 "Other Financial Instruments Issues" of FRS 102 to all of its financial statements.

Financial instruments are recognised in the Association's balance sheet when the Association becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

Other financial assets

Other financial assets are initially measured at fair value which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value are recognised in the income and expenditure account, except that investments in equity instruments that are not publicly traded and whose fair values cannot be measured reliably are measured at cost less impairment.

Trade debtors, loans and other receivables that have fixed or determinable payments that are not quoted in an active market are classified as "loans and receivables". Loans and receivables are measured at amortised cost using the effective interest method less any impairment.

Interest is recognised by applying the effective interest rate, except for short-term receivables when the recognition of interest would be immaterial. The effective interest method is a method of calculating the amortised cost of a debt instrument and of allocating the interest income over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts through the expected life of the debt instrument to the net carrying amount on initial recognition.

Impairment of financial assets

Financial assets, other than those held at fair value through income and expenditure, are assessed for indicators of impairment at each reporting end date.

Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected.

If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in the income and expenditure account.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been had the impairment not previously been recognised. The impairment reversal is recognised in the income and expenditure account.

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018**

1. ACCOUNTING POLICIES - continued

FINANCIAL INSTRUMENTS

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the Association transfers the financial asset and substantially all of the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the Association after deducting all of its liabilities.

Basic financial liabilities

Basic financial liabilities, including trade and other payables and bank loans, are initially recognised at transaction price unless the arrangement constitutes a financing transaction where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest.

Debt instruments are subsequently carried at amortised cost using the effective interest rate method.

Trade payables are obligations to pay for goods and services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest rate method.

Other financial liabilities

Derivatives, including interest rate swaps and forward foreign exchange contracts, are not basic financial instruments. Derivatives are initially recognised at fair value on the date a derivative contract is entered into and are subsequently re-measured at their fair value. Changes in the fair value of derivatives are recognised in the income and expenditure account in finance costs or finance income as appropriate unless hedge accounting is applied and the hedge is a cash flow hedge.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Association's contractual obligations expire or are discharged or cancelled.

CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

In the application of the Association's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period or in the period of the revision and future periods where the revision affects both current and future periods.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018**2. DONATIONS AND LEGACIES**

| | 2018 | 2017 |
|-----------|-------------------|----------------------|
| | £ | £ |
| Donations | 942 | 474 |
| Legacies | - | <u>10,000</u> |
| | <u>942</u> | <u>10,474</u> |

3. OTHER TRADING ACTIVITIES

| | 2018 | 2017 |
|-------------------------|-----------------------|-----------------------|
| | £ | £ |
| Fundraising events | - | 38 |
| Room hire charges | 25,415 | 20,699 |
| Catering | 60,634 | 63,587 |
| Clubs income | 15,265 | 11,367 |
| Coach and minibuss hire | 11,625 | 15,244 |
| HAPPY project income | - | 31,300 |
| Other income | <u>14,728</u> | <u>14,412</u> |
| | <u>127,667</u> | <u>156,647</u> |

4. INVESTMENT INCOME

| | 2018 | 2017 |
|------------------------|---------------------|---------------------|
| | £ | £ |
| Bank interest received | <u>2,246</u> | <u>2,766</u> |

5. INCOME FROM CHARITABLE ACTIVITIES

| | 2018 | 2017 |
|--------|-----------------------|-------------------------|
| | Grants | Total activities |
| | receivable | |
| | £ | £ |
| Grants | <u>407,898</u> | <u>385,276</u> |

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018

5. INCOME FROM CHARITABLE ACTIVITIES - continued

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

| | Unrestricted funds £ | Restricted funds £ | 2018 £ | 2017 £ |
|---|----------------------------|--------------------------|-----------|-----------|
| BBC Children in Need Appeal - Pre-School Salary Costs fund | - | - | - | 4,022 |
| Big Lottery Fund: Reaching Communities - Advocacy and Advice fund (Caring In A Crisis) | - | 47,023 | 47,023 | 46,447 |
| Big Lottery Fund: Reaching Communities - Our Friend is Your Friend fund | - | 71,054 | 71,054 | 53,347 |
| Big Lottery Fund - Celebrations fund (Everyone's a Winner) | - | - | - | 10,000 |
| Big Lottery Fund - OASIS fund | - | 6,664 | 6,664 | - |
| Clothworkers' Foundation - Minibus fund | - | 20,000 | 20,000 | - |
| Eveson Charitable Trust - Lunch Club Salary fund | - | 8,000 | 8,000 | - |
| Harborne Parish Lands Charity - Lunch Club Salary fund | - | 3,849 | 3,849 | 3,849 |
| Holbeck Charitable Trust - General fund | 1,000 | - | 1,000 | - |
| Locality - Community Led Housing fund | - | 2,250 | 2,250 | - |
| Lloyds Bank Foundation - Befriending Project Co-ordinator Salary fund | - | - | - | 2,500 |
| Lloyds Bank Foundation - OASIS fund | - | 12,500 | 12,500 | - |
| Balance carried forward | 1,000 | 171,340 | 172,340 | 120,165 |

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018

5. INCOME FROM CHARITABLE ACTIVITIES - continued

| | Unrestricted Funds £ | Restricted Funds £ | 2018 £ | 2017 £ |
|---|-------------------------------------|-----------------------------------|-------------------|-------------------|
| Balance brought forward | 1,000 | 171,340 | 172,340 | 120,165 |
| Sandwell Adult and Family Learning Service - Volunteer Co-ordinator Salary fund | - | 2,500 | 2,500 | - |
| Sandwell Metropolitan Borough Council - Management and administration | 97,083 | - | 97,083 | 96,122 |
| Sandwell Metropolitan Borough Council - Nursery | 116,227 | - | 116,227 | 92,049 |
| Sandwell Metropolitan Borough Council - West Smethwick Park Pavilion | 7,248 | - | 7,248 | 7,176 |
| Sandwell Metropolitan Borough Council - ELT New Places Revenue Funding fund | - | - | - | 8,264 |
| Sandwell Metropolitan Borough Council - Capital Grant Programme for 2 Year Olds fund | - | - | - | 54,000 |
| Sandwell Metropolitan Borough Council - Volunteer Co-ordinator Salary fund | - | 5,000 | 5,000 | - |
| Smethwick CAN - Volunteer Co-ordinator Salary fund | - | - | - | 5,000 |
| Bernard Sunley Charitable Foundation - Minibus fund | - | 5,000 | 5,000 | - |
| Balance carried forward | 221,558 | 183,840 | 405,398 | 382,776 |

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018

5. INCOME FROM CHARITABLE ACTIVITIES - continued

| | Unrestricted Funds £ | Restricted Funds £ | 2018 £ | 2017 £ |
|---|----------------------------|--------------------------|----------------|----------------|
| Balance brought forward | 221,558 | 183,840 | 405,398 | 382,776 |
| West Midlands Police and Crime Commissioner - Volunteer Co-ordinator Salary fund | - | 2,500 | 2,500 | 2,500 |
| | <u>221,558</u> | <u>186,340</u> | <u>407,898</u> | <u>385,276</u> |

6. CHARITABLE ACTIVITIES COSTS

| | Direct costs (See note 7) £ | Support costs (See note 8) £ | Totals £ |
|-----------------------|-----------------------------------|------------------------------------|----------------|
| Charitable activities | 402,353 | - | 402,353 |
| Support costs | - | 131,952 | 131,952 |
| | <u>402,353</u> | <u>131,952</u> | <u>534,305</u> |

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

| | 2018 £ | 2017 £ |
|-------------------------------|----------------|----------------|
| Staff costs | 350,532 | 275,346 |
| Minibus expenses | 10,434 | 9,004 |
| Volunteers and staff expenses | 15,039 | 14,987 |
| Toys and equipment | 2,437 | 3,945 |
| Catering expenses | 23,746 | 24,731 |
| Project delivery costs | 165 | 11,425 |
| | <u>402,353</u> | <u>339,438</u> |

8. SUPPORT COSTS

| | Management £ | Finance £ | Other £ | Governance costs £ | Totals £ |
|---------------|-----------------|--------------|---------------|--------------------------|----------------|
| Support costs | <u>97,613</u> | <u>46</u> | <u>23,834</u> | <u>10,459</u> | <u>131,952</u> |

Support costs are those costs that have been incurred by the charity in order to further the continued development of the charity's charitable activities.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018

8. SUPPORT COSTS - continued

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

Management

| | 2018 | 2017 |
|--|----------------------|-------------------------|
| | Support costs | Total activities |
| | £ | £ |
| Rent, rates and insurance | 35,288 | 32,913 |
| Maintenance costs | 19,385 | 26,818 |
| Light and heat | 9,683 | 9,810 |
| Telephone | 3,562 | 3,406 |
| Postage and stationery | 2,607 | 2,290 |
| Staff training expenses | 2,565 | 5,770 |
| Cleaning | 3,951 | 5,243 |
| Depreciation of tangible and heritage assets | 20,572 | 16,047 |
| | <u>97,613</u> | <u>102,297</u> |

Finance

| | 2018 | 2017 |
|--------------|----------------------|-------------------------|
| | Support costs | Total activities |
| | £ | £ |
| Bank charges | <u>46</u> | <u>62</u> |

Other

| | 2018 | 2017 |
|------------------------|----------------------|-------------------------|
| | Support costs | Total activities |
| | £ | £ |
| Other operating leases | 3,248 | 1,958 |
| Legal and professional | 5,941 | 3,498 |
| Sundries | 14,645 | 10,831 |
| | <u>23,834</u> | <u>16,287</u> |

Governance costs

| | 2018 | 2017 |
|------------------------|----------------------|-------------------------|
| | Support costs | Total activities |
| | £ | £ |
| Wages | 4,567 | 3,675 |
| Social security | 518 | 395 |
| Pensions | 274 | 200 |
| Auditors' remuneration | 5,100 | 5,250 |
| | <u>10,459</u> | <u>9,520</u> |

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018

9. NET INCOME/(EXPENDITURE)

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

| | 2018 | 2017 |
|------------------------------------|----------------|----------------|
| | £ | £ |
| Auditors' remuneration | 5,100 | 5,250 |
| Depreciation - owned assets | 20,572 | 16,047 |
| Other operating leases | 3,248 | 1,958 |
| Surplus on disposal of fixed asset | (200) | - |
| | <u></u> | <u></u> |

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

TRUSTEES' EXPENSES

During the year ended 31 March 2018 trustees' expenses totalling £nil (2017 - £nil) were paid by the Association.

11. STAFF COSTS

| | 2018 | 2017 |
|-----------------------|-----------------------|----------------|
| | £ | £ |
| Wages and salaries | 331,420 | 260,637 |
| Social security costs | 20,224 | 16,056 |
| Other pension costs | 4,247 | 2,923 |
| | <u>355,891</u> | <u>279,616</u> |

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

| | 2018 | 2017 |
|-------------------------------------|------------------|-----------|
| Management and administrative staff | 4 | 3 |
| Support staff | 21 | 16 |
| | <u>25</u> | <u>19</u> |

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

No individual employee received emoluments in excess of £60,000 during the year ended 31 March 2018 nor during the year ended 31 March 2017.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018**12. PENSION COMMITMENTS**

The Association contributes to the individual pension plans of certain employees. The assets of these schemes are held separately from those of the Association in independently administered funds.

The total contributions for the year amounted to £4,247 (2017 - £2,923) and outstanding contributions as at 31 March 2018 amounted to £139 (2017 - £212).

13. TANGIBLE FIXED ASSETS

| | Leasehold improvements £ | Lift and soft play area £ | Furniture, fixtures and fittings £ | Motor vehicles £ | Totals £ |
|------------------------|--------------------------------|---------------------------------|---|------------------------|----------------|
| COST | | | | | |
| At 1 April 2017 | 152,015 | 52,599 | 186,356 | 79,546 | 470,516 |
| Additions | 54,121 | - | 5,622 | - | 59,743 |
| Disposals | - | - | - | (28,224) | (28,224) |
| At 31 March 2018 | <u>206,136</u> | <u>52,599</u> | <u>191,978</u> | <u>51,322</u> | <u>502,035</u> |
| DEPRECIATION | | | | | |
| At 1 April 2017 | 54,328 | 52,592 | 149,928 | 79,543 | 336,391 |
| Charge for year | 10,700 | - | 9,872 | - | 20,572 |
| Eliminated on disposal | - | - | - | (28,223) | (28,223) |
| At 31 March 2018 | <u>65,028</u> | <u>52,592</u> | <u>159,800</u> | <u>51,320</u> | <u>328,740</u> |
| NET BOOK VALUE | | | | | |
| At 31 March 2018 | <u>141,108</u> | <u>7</u> | <u>32,178</u> | <u>2</u> | <u>173,295</u> |
| At 31 March 2017 | <u>97,687</u> | <u>7</u> | <u>36,428</u> | <u>3</u> | <u>134,125</u> |

14. STOCKS

| | 2018 £ | 2017 £ |
|--------|------------|------------|
| Stocks | <u>779</u> | <u>775</u> |

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2018 £ | 2017 £ |
|---------------|---------------|---------------|
| Other debtors | 14,329 | 35,764 |
| Prepayments | <u>27,200</u> | <u>2,290</u> |
| | <u>41,529</u> | <u>38,054</u> |

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2018 | 2017 |
|------------------------------|---------------|---------------|
| | £ | £ |
| Trade creditors | 30,469 | 2,815 |
| Other creditors | 477 | 875 |
| Accruals and deferred income | <u>29,372</u> | <u>25,558</u> |
| | <u>60,318</u> | <u>29,248</u> |

Other creditorsDeferred income

Included within accruals and deferred income falling due within one year as at 31 March 2018 is grant income received in advance by the Association totalling £5,832 (2017 - £nil).

Funds held as custodian for others - Sandwell IAG

During the year ended 31 March 2017 St Albans Community Association received £1,500 from the West Midlands Police and Crime Commissioner to be held by the Association on behalf of another organisation called Sandwell IAG (Independent Advisory Group), a self-governing group comprised of individuals from the local community in Sandwell who provide independent advice to the local police with the aim of improving the quality of policing services.

During the year ended 31 March 2017 a total of £837 had been expended by Sandwell IAG from this sum of money, leaving an unexpended balance totalling £663 which had been included by the Association within other creditors falling due within one year as at 31 March 2017. As at 31 March 2018 this balance had been expended in full.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018

17. MOVEMENT IN FUNDS

| | At 1.4.17 £ | Net movement in funds £ | Transfers between funds £ | At 31.3.18 £ |
|--|----------------|----------------------------------|------------------------------------|-----------------|
| Unrestricted funds | | | | |
| General fund | 259,946 | (5,599) | (10,592) | 243,755 |
| Capital Reserve fund | 30,800 | - | - | 30,800 |
| Property Maintenance fund | 75,000 | - | - | 75,000 |
| Redundancy fund | 45,000 | - | 10,953 | 55,953 |
| | <u>410,746</u> | <u>(5,599)</u> | <u>361</u> | <u>405,508</u> |
| Restricted funds | | | | |
| Kitchen Equipment fund | 7 | - | (7) | - |
| Intercom fund | 112 | (105) | (7) | - |
| Buy the Building fund | 3,779 | - | - | 3,779 |
| Barclays Wealth fund / Awards for All | 2,584 | (1,300) | - | 1,284 |
| Photocopier fund | 300 | (299) | (1) | - |
| Computer Suite Equipment fund | 499 | (447) | (52) | - |
| Lunch Club salary fund | - | 2,673 | - | 2,673 |
| Capital Programme Grant fund | 1,201 | (297) | - | 904 |
| Advice and Advocacy fund | - | 1,217 | - | 1,217 |
| New Training Opportunities for Disadvantaged Community Members fund | 4,006 | (999) | - | 3,007 |
| Telephone Equipment fund | 1,600 | (400) | - | 1,200 |
| Futurebuilders fund | 11,556 | (2,401) | - | 9,155 |
| Sensory Room and Maintenance fund | 6,090 | (982) | - | 5,108 |
| IT Equipment fund | 5,000 | (1,000) | - | 4,000 |
| All About Food fund | 5,307 | (818) | - | 4,489 |
| Befriending Project Co-ordinator's Salary fund | 336 | (42) | (294) | - |
| Volunteer Co-ordinator fund | 863 | 1,250 | - | 2,113 |
| Celebrations fund | 8,690 | (8,690) | - | - |
| ELT New Places Revenue Funding fund | 3,507 | (3,507) | - | - |
| Capital Grant Programme for 2 Year Olds fund | 53,100 | (5,400) | - | 47,700 |
| Minibus fund | - | 25,000 | - | 25,000 |
| Community Led Housing fund | - | 2,250 | - | 2,250 |
| OASIS fund | - | 4,544 | - | 4,544 |
| | <u>108,537</u> | <u>10,247</u> | <u>(361)</u> | <u>118,784</u> |
| TOTAL FUNDS | <u>519,283</u> | <u>4,648</u> | <u>-</u> | <u>523,931</u> |

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018

17. MOVEMENT IN FUNDS - continued

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

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|--|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 352,613 | (358,212) | (5,599) |
| Restricted funds | | | |
| Lunch Club salary fund | 11,849 | (9,176) | 2,673 |
| Advice and Advocacy fund | 47,023 | (45,806) | 1,217 |
| Our Friend is Your Friend fund | 71,054 | (71,054) | - |
| Befriending Project Co-ordinator's Salary fund | - | (42) | (42) |
| Volunteer Co-ordinator fund | 10,000 | (8,750) | 1,250 |
| Celebrations fund | - | (8,690) | (8,690) |
| ELT New Places Revenue Funding fund | - | (3,507) | (3,507) |
| Capital Grant Programme for 2 Year Olds fund | - | (5,400) | (5,400) |
| Minibus fund | 25,000 | - | 25,000 |
| Community Led Housing fund | 2,250 | - | 2,250 |
| OASIS fund | 19,164 | (14,620) | 4,544 |
| Intercom fund | - | (105) | (105) |
| Barclays Wealth fund / Awards for All | - | (1,300) | (1,300) |
| Photocopier fund | - | (299) | (299) |
| Computer Suite Equipment fund | - | (447) | (447) |
| Capital Programme Grant fund | - | (297) | (297) |
| New Training Opportunities for Disadvantaged Community | | | |
| Members fund | - | (999) | (999) |
| Telephone Equipment fund | - | (400) | (400) |
| Futurebuilders fund | - | (2,401) | (2,401) |
| Sensory Room and Maintenance fund | - | (982) | (982) |
| IT Equipment fund | - | (1,000) | (1,000) |
| All About Food fund | - | (818) | (818) |
| | 186,340 | (176,093) | 10,247 |
| TOTAL FUNDS | 538,953 | (534,305) | 4,648 |

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018

17. MOVEMENT IN FUNDS - continued

Purpose of Unrestricted Funds

General fund

This fund represents the free funds of the charity that are not designated for particular purposes.

Purpose of Designated Funds

Capital Reserve fund

This fund represents an amount set aside as a contingency to cover the costs of any large/unexpected capital expenditure.

Property Maintenance fund

This fund represent an amount set aside as a contingency to cover the costs of any major repairs or improvements required at the Association's premises.

Redundancy fund

This designated fund represents the approximate costs of redundancy if the Association, for whatever reason, is unable to continue operating.

Purpose of Restricted Funds

Kitchen Equipment fund

Funding obtained by the Association from Sandwell Council of Voluntary Organisations to contribute towards the purchase of new kitchen equipment.

This fund was fully expended as at 31 March 2018.

Intercom fund

Funding obtained by the Association from Smethwick Town Team to help purchase and install an intercom system at the Association's premises.

This fund was fully expended as at 31 March 2018.

Buy the Building fund

Donations received during the year to enable the Association to establish a fund to buy the Association's premises.

Barclays Wealth fund / Awards for All

Funding obtained by the Association from the Birmingham Foundation to enable the Association to provide debt advice sessions to local residents.

During the year ended March 2010 the Association obtained further funding from the Big Lottery Fund (Awards for All) to purchase a portakabin.

Photocopier fund

Funding obtained by the Association from the Harborne Parish Lands Charity to enable the Association to purchase a photocopier.

This fund was fully expended as at 31 March 2018.

Computer Suite Equipment fund

Funding obtained by the Association from Sandwell Metropolitan Borough Council to enable the Association to purchase new IT equipment for its computer suite.

This fund was fully expended as at 31 March 2018.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018

17. MOVEMENT IN FUNDS - continued

Lunch Club Salary fund

Funding obtained by the Association from the Eveson Charitable Trust and the Harborne Parish Lands Charity as a contribution towards the funding of the salary of a Lunch Club employee.

Capital Programme Grant fund

Funding obtained by the Association from Sandwell Metropolitan Borough Council to enable the Association to finance the conversion of a disabled toilet at the Association's premises into a baby changing room and also to enable the Association to purchase toys and equipment.

Advice and Advocacy fund

Funding received by the Association to enable the Association to provide an advice and advocacy service called "Caring In A Crisis".

New Training Opportunities for Disadvantaged Community Members fund

Funding received by the Association from the Big Lottery Fund (Awards for All) to enable the Association to purchase catering equipment for the training of young and unemployed people to obtain experience of the catering industry.

Telephone Equipment fund

Funding received by the Association from the Rowlands Trust to enable the Association to purchase a VOIP telephone system.

Futurebuilders fund

Funding received by the Association from the Department of Health's Social Enterprise Investment Fund to enable the Association to fund the purchase of a new minibus vehicle, to refurbish particular areas of the Association's premises and to replace a water heater.

Sensory Room and Maintenance fund

Funding received by the Association from the BBC Children in Need Appeal to enable the Association to fund the provision and maintenance of a sensory room.

IT Equipment fund

Funding received by the Association from the Clothworkers' Foundation to enable the Association to fund the purchase of a new server and PCs for use at the Association's premises.

All About Food fund

Funding received by the Association from the Big Lottery Fund's Awards for All programme to enable the Association to upgrade kitchen equipment.

Befriending Project Co-ordinator's Salary fund

Funding received by the Association to enable the Association to help local people who have been diagnosed with a mental health condition assimilate back into the local community.

This fund was fully expended as at 31 March 2018.

Volunteer Co-ordinator fund

Funding obtained by the Association to enable the Association to hire a volunteer co-ordinator.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018

17. MOVEMENT IN FUNDS - continued

Celebrations fund

Funding obtained by the Association to enable the Association to host eight cultural celebration days with the provision of lunch and entertainment for the benefit of members of the local community.

This fund was fully expended as at 31 March 2018.

ELT New Places Revenue Funding fund

Funding obtained by the Association to enable the Association to expand its provision for 2 year old children at the Association's pre-school setting.

This fund was fully expended as at 31 March 2018.

Capital Grant Programme for 2 Years Olds fund

Funding obtained by the Association to enable the Association to refurbish and improve the Association's pre-school setting to enable it to expand its provision for 2 year old children.

Minibus fund

Funding obtained by the Association to enable the Association to purchase a minibus.

Community Led Housing fund

Funding obtained by the Association to enable the Association to explore the possibility of becoming involved in the area of community led housing.

OASIS fund

Funding obtained by the Association to provide an Older Adults Service and Integrated Support (OASIS) service to enable the Association to employ a sessional worker to assist older people in the local community who are at risk of losing their independence and to maintain their independence.

TRANSFERS BETWEEN FUNDS

Transfers between funds as at 31 March 2018 represent movements between the Association's General fund and the Association's designated Redundancy fund and assorted restricted funds.

18. CAPITAL COMMITMENTS

| | 2018 | 2017 |
|---|---------------|----------|
| | £ | £ |
| Contracted but not provided for in the financial statements | <u>57,172</u> | <u>-</u> |

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2018

19. RELATED PARTY DISCLOSURES**Rent of premises**

The Association's premises are owned by Holy Trinity Church, Parish of the Resurrection, Smethwick, and the Birmingham Diocesan Trustees Registered.

The Reverend D R Gould, a trustee of the Association, also serves as vicar of Holy Trinity Church, Parish of the Resurrection, Smethwick, and during the year ended 31 March 2018 the Association incurred annual rent for the hire of the Association's premises totalling £25,000 (2017 - £25,000).

This transaction was conducted under normal commercial terms.

Smethwick Church Action Network

The Reverend D R Gould, a trustee of the Association, also serves as a trustee of a charity registered in England called Smethwick Church Action Network (registered charity number 1157993).

During the year ended 31 March 2017 the Association received income totalling £5,000 from Smethwick Church Action Network to be used for the funding of a volunteer co-ordinator's salary. No such income was received by the Association during the year ended 31 March 2018.

20. OPERATING LEASE COMMITMENTS

At 31 March 2018 the Association had outstanding commitments for future minimum lease payments under non-cancellable operating leases which fall due as follows.

| | 2018 | 2017 |
|----------------------------|-----------------------|-----------------------|
| | £ | £ |
| Within one year | 25,218 | 27,611 |
| Between two and five years | 100,000 | 100,218 |
| In more than five years | <u>254,863</u> | <u>279,863</u> |
| | <u><u>380,081</u></u> | <u><u>407,692</u></u> |

21. ULTIMATE CONTROLLING PARTY

The charity is controlled by the trustees as listed in the Report of the Trustees.