

Bill Quay Community Farm Association

A charity registered in England & Wales
Registration no: 1146471

Registered Company no: 07810458

Financial Statements and Trustees' Report

1 April 2016 to 31 March 2017

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 2016/17

Chair's report

Unique within the borough, Bill Quay Community Farm continues to be a valued free facility to its community, providing recreational and educational opportunities for over twenty-thousand visitors each year! As we move into our fourth year, independent of central authority funding, our community provision has diversified and become more responsive to the needs of those that we serve. With this in mind, this year we have been most excited about the launch of our Therapeutic Farming programme, a programme designed to support the most vulnerable within our community. As a charity it is within our ethos to actively increase the well-being of those that we serve, this exciting new venture will allow us to move forward in this endeavour, a prospect that we are all eager to see unfold!

As an organisation, we stand firm on the value that we hold for education and we continue to keep community at the heart of all that we do. However, it remains a challenge to achieve self-sustainability so that we can continue to serve the community long in to the future, though this year we have seen some financial growth through promising new ventures such as the Friends of Bill Quay Farm and the opening in November 2016 of a Farm Visitor Centre. These are exciting developments for us and we remain optimistic and positive as we move into 2017.

Formal education

This year has been the fourth year of our partnership with East Durham College, In July of 2016, we were delighted to be able to award eighteen young people level one and level two diplomas in Animal Care. Our vocational courses remain an exciting opportunity for young people in the North East to learn and experience farming in urban Gateshead.

During our courses, young people are able to gain real work and life skills in our 25-acre farm park; this is an opportunity that is unique in Gateshead. We are proud to be able to continue to offer this experience to more learners as we move into 2017

Community Education and wellbeing

Providing opportunities for community engagement and education is one of the key objectives for Bill Quay Community Farm. We are particularly interested in supporting those who are at the greatest disadvantage within our community. During this financial year, we were successful in launching a new programme at the Farm, directed at supporting individuals who are recovering from mental illness or those who are affected by a long-term learning disability. Our Therapeutic Farming Programme launched in October 2016, it is an ambitious and exciting development for us.

In addition to our new Therapeutic Farming Programme in 2016/17, the organisation began delivering vocational skills based volunteer programmes, during this period we were able to award over 40 Animal Care certificates to members of the community. We were also able to secure funding that enabled us to offer accredited training in both Food Hygiene and First Aid, we were excited to be able to offer these vocational skills to 16 individuals faced with unemployment, it was our goal to be able to support individuals through training opportunities back towards employment.

Community Events and activities

Bill Quay Community Farm is very much part of its community and it is important to us as a charity to involve that community as much as possible in their farming heritage. This year our community events have focussed heavily on teaching our young visitors how they can best care for animals, whether those animals be exotic pets or seventy-kilogram farm animals! Our most popular event by far is our 'Meet the Small Animals' activity during which children can interact and learn all about the care essentials associated with animals such as bearded dragons, chinchillas and the humble but ever popular rabbit. During this year we have also tried to bring individuals closer to our livestock through running junior farmer clubs for teenaged children and several activities directed at increasing awareness of the critically endangered but beautiful Bagot Goat. In total over 2016-17 we have delivered forty-nine family orientated activities to members of the community.

Animals and farm

Bill Quay Farm is 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 a Border Leicester tup to cross with our Hebridean ewes during the breeding season early in the year.

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, and we continue to promote the need to support these centres and to educate visitors in how best to care for these pets.

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 continued to use the farm's allotment to grow a good deal of produce, including salad products, a selection of brassicas and potato varieties. In summer of this year, we were excited to launch a new venture; a farm visitor centre opened its doors in August 2016. Through our farm visitor centre, we have been able to sell our homegrown produce more effectively. We have also been successful in promoting the benefits of rare breed, high welfare meat produce, including lamb and pork products.

We were delighted with the amount that we were able to grow and sell to our community, we will of course continue to develop and grow this income stream as our visitor centre becomes more established.

Volunteers

The help that Bill Quay Community Farm receives from volunteers is invaluable to our survival as a charity, between the financial year of 2016-17, the farm supported 2478 volunteer hours, this equates to 457 days supporting and offering training opportunities to our community. During this period, we were able to offer placements to 37 individuals over the age of sixteen. This year we have launched a revamped volunteering award programme. This has enabled us to offer further routes of progression and development opportunities to our team of helpers. Through teaming up with East Durham College, we have developed an endorsed certificate that is awarded to volunteers after they have completed our training course. This year we have also created four Volunteer Officer posts, this has enabled some individuals to further develop and diversify their skills. It is our hope that we can help our volunteers to move closer to employment through equipping them with skills in work and life.

In addition to our vocational training programme, this year we have created a new volunteer post within our newly established farm shop, this new post offers an opportunity for individuals who may not want to get involved in farming directly but who still wish to support their community and develop their skills and confidence in the field of customer service. In 2016, we were able to provide volunteer training placements to five farm shop volunteers.

Arts, wellbeing and traditional crafts

This year we have concentrated on promoting outdoor focussed traditional crafts. Through using our twenty-five acre estate, we have trained volunteers and young people the craft of hedge-laying. Through this programme, we have been able to improve accessibility and visibility around the farm site, whilst also improving opportunities for wildlife through better-managed hedgerow habitat.

In addition to the teaching of this vocational skill, the farm also continues to deliver arts and crafts sessions to the community throughout the school holidays and over most weekends.

Money, staffing and governance

In its fourth year the priority of the organisation continues to be the establishment of a sustainable business model. This year saw the development of two completely new income streams for the farm; the Farm Visitor centre opened in August 2016 and has proven already to be a popular attraction for our visitors. We have also launched a Therapeutic Farming Programme through which we hope to generate an income whilst also supporting clients.

There have been some changes in terms of our staff team as well as our Board of Trustees; in October 2016, we were excited to welcome our Therapeutic Farming Officer, a completely new post for the farm! We also welcomed two new Board members in late 2016. Despite changes in governance the strategic objectives of the farm, set in 2014 have continued to guide and lead the decisions of the organisation into this financial year.

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 2017 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: Jennifer Wood Date: 2/11/2017

INDEPENDENT EXAMINER'S REPORT

Report to the trustees of

Bill Quay Community Farm Association

On accounts for the year ended

31 March 2017

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: 30 October 2017

Name:
Address:

Mark Thompson
42 Lesbury Road
Newcastle
NE6 5LB

Bill Quay Community Farm Association
Statement of Financial Activities
1 April 2016 to 31 March 2017

	notes	Restricted £	Unrestricted £	2017 Total £	2016 Total £
Incoming resources					
Grants	(2)	49,703	25,000	74,703	49,218
Donations			12,312	12,312	26,318
Houghall Income			24,370	24,370	37,251
Friends of the Farm			5,421	5,421	9,708
Placements				0	0
Café Sales			36,518	36,518	53,003
Livestock Sales			18,392	18,392	8,907
Rental income			429	429	30
Events and hire			8,152	8,152	6,686
Other Income			4,340	4,340	4,041
Bank interest			12	12	4
Grants released	(6)			0	1,800
Total incoming resources		49,703	134,946	184,649	196,966
Resources expended					
Salaries		32,506	52,856	85,362	73,883
Contracting, Cleaning and Services		371	8,838	9,209	11,292
Livestock Maintenance		91	15,952	16,043	16,061
Training, Travel & Administration		2,743	5,720	8,463	8,635
Tools, Equipment, Repairs & Maintenance		12,448	4,469	16,917	4,283
Utilities & Insurance		1,557	14,233	15,790	16,293
Cafe costs		147	14,756	14,902	48,620
Livestock Meat Preparation			3,430	3,430	2,280
Livestock Purchase			1,292	1,292	0
Depreciation			1,064	1,064	1,800
Audit and accounting	(3)		600	600	600
Events and hire expenses		1,421	714	2,135	1,165
Promotion & Marketing			0	0	0
Volunteer Expenses		364	135	499	331
Total resources expended		51,648	124,058	175,706	185,243
Net incoming/(outgoing) resources before transfers		(1,945)	10,888	8,943	11,723
Gross transfers between funds		227	(227)	0	0
Net incoming/(outgoing) resources before other recognised gains/(losses)		(1,718)	10,661	8,943	11,723
Other recognised gains/(losses)		0	0	0	0
Net movement in funds		(1,718)	10,661	8,943	11,723
Total funds brought forward		25,138	2,156	27,294	15,571
Total funds carried forward		23,420	12,817	36,237	27,294

Bill Quay Community Farm Association
Balance Sheet
31 March 2017

	notes	2017 £	2017 £	2016 £	2016 £
Fixed assets					
Tangible assets	(4)		0		1,064
Current assets					
Debtor				7,168	
Cash at bank and in hand:					
Deposit account		35,768		6,737	
Current account		1,069		12,519	
Cash				1,470	
		<u>36,837</u>		<u>27,894</u>	
Creditors: amounts falling due within one year	(4)	<u>(600)</u>		<u>(600)</u>	
Net current assets			36,237		27,294
Total assets less current liabilities			36,237		28,358
Creditors: amounts falling due after one year			0		(1,064)
Net Assets at 31 March 2017			<u>36,237</u>		<u>27,294</u>
Represented By:					
Restricted Funds		23,420		26,546	
Unrestricted Funds		<u>12,817</u>		<u>748</u>	
			<u>36,237</u>		<u>27,294</u>

For the period ending 31/03/2017 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
a) 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
b) records and the preparation of accounts.

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

Signed J. Wood Position Chair

Print Name Jennifer Wood

Date 1/11/2017

Bill Quay Farm Community Association

Notes to the accounts, 2017

1. Accounting policies

Basis of accounts

The financial statements have been prepared in accordance with 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) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006

Bill Quay Farm meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

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

2. Grants received	Restricted £	Unrestricted £	Total £
Awards For All	5,273		5,273
Fresh Ideas Fund	18,733		18,733
Garfield Weston	10,000		10,000
Groundwork	2,999		2,999
J P Morgan	4,440		4,440
The Joicey Trust	1,010		1,010
The Rothley Trust	950		950
Community Foundation (Northern Powergrid)	2,010		2,010
Community Foundation (Brown Ale Fund)	4,288		4,288
The Tudor Trust		25,000	25,000
Total grants received	49,703	25,000	74,703

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 31/3/17	28,640	28,640
Depreciation	-	-
Charge made for previous years	27,576	27,576
Charge made for this year	1,064	1,064
Depreciation at 31/3/17	28,640	28,640
Net book value at 31/3/17	0	0
Net book value at 31/3/16	1,064	1,064

Bill Quay Farm Community Association

Notes to the accounts, 2017, cont.

5. Creditors: amounts falling due within one year

Independent examination fee

600

Total

6. Deferred income

As at 31/3/16

£
1,064

Received in period*

1,064

Proportion transferred to revenue

1,064

As at 31/3/17

-

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

7. Restricted Funds	at 1/4/16 £	Received £	Spent £	Transfers from	at 31/3/17 £
				unrestricted £	
Gateshead MBC (Capacity building)	6,878		6,898	(20)	0
Fresh Ideas Fund	4,706	18,733	13,077		10,362
LEAF	10				10
Local Councillor Fund	163				163
Gateshead Housing Company	91		91		0
Awards For All	9,991	5,273	9,991		5,273
Henry Smith	3,299		3,305	(6)	0
Garfield Weston		10,000	10,000		0
Groundwork		2,999	3,200	(201)	0
J P Morgan		4,440	4,017		423
The Joicey Trust		1,010	1,000		10
 The Rothley Trust		 950	 69		 881
Community Foundation (Northern Powergrid)		2,010			2,010
Community Foundation (Brown Ale Fund)		4,288			4,288
 Total	 25,138	 49,703	 51,648	 (227)	 23,420

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 3 full time, 2 part time.

The Salary costs for the year were **85362**