

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 2018

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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 Mr G Worth Mrs H Finch
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 2018

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, Run Beach Run, Lawrence Weston Out of Schools Activities 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 Ambition Lawrence Weston, Lawrence Weston Community Transport, Lawrence Weston Out of School's Activities 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, Pilates 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: 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	9 wks	99
Play Place	8	x	48 wks	384
Healthy Eating	8	x	46 wks	368
Gentle Exercise	24	x	46 wks	1,104
Arts and Crafts	13	x	46 wks	598
Coffee Mornings	4	x	50wks	200
Pilates	6	x	13 wks	78
Lunch Club	34	x	44 wks	1,496
New Age Kurling	7	x	46 wks	322
Chiropody	9	x	12 wks	108
Walking Group	40	x	12 wks	480

Total **5,237**

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, training and voting which has meant a steady income, resulting in an improved financial position.

In conjunction with John James Foundation, Quartet, Bristol Ageing Better and through funding from various sources, the Centre offered activities to the community.

The Arts and Craft sessions and Pilates continued to do well. Each session is overseen by a qualified tutor. These sessions not only improve fitness and hand eye coordination but can also identify potential loss of movement and illness.

The management committee continually discuss 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 Centre 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. 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.

The Lawrence Weston Out of School's Activities (LWOOSA) continues to rent our main hall on a permanent basis. They have informed the Rock that their attendance levels have grown due to the good facilities here on site.

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.

Although Linkage Bristol ceased funding of all projects in Bristol the sessions at the Rock have continued to flourish. These sessions are now supported by the Rock 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 surplus for the year of a revenue nature of £2,601 (2017 £2,750 deficit). The total reserves at the year-end stood at £37,485 (2017 £27,163).

Restricted grants received totalling £13,000, plus restricted balances brought forward, were offset by related expenditure of £5,278 incurred in running the charitable activities. Restricted funds carried forward amounted to £10,000. This related to a grant received in March 2018 towards salary costs in 2018-19.

Premises and general expenses of £29,052 were set against income of £31,653 generated from unrestricted grants, private bookings and club subscriptions. The estimated benefit to the charity of the use of volunteers during the year was £26,223 (2017 £23,978) towards its charitable activities, and £350 (2017 £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 at least 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 2018 the unrestricted funds available were £27,485 and restricted funds were £10,000 (see above).

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. In September 2017 the Constitution of the company was amended to state that the Committee should consist of no fewer than 5 (previously 9) and no more than 10 (previously 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. The company also provides for regular maintenance of the building to keep it safe and in good order.

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 2018, 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 2018

	Note	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2018 £	2018 £	2018 £	2017 £
Income from:					
Donations and grants	2	4,450	13,000	17,450	4,967
Charitable activities	3	27,203	-	27,203	19,486
Donated services	4	26,573	-	26,573	24,328
Investments	5	-	-	-	-
Total		58,226	13,000	71,226	48,781
Expenditure on:					
Raising funds		-		-	-
Charitable activities	6	55,142	5,279	60,421	53,600
Governance costs		483	-	483	350
Total		55,625	5,279	60,904	53,950
Net income		2,601	7,721	10,322	(5,169)
Transfers between funds		-	-	-	-
Net movements in funds		2,601	7,721	10,322	(5,169)
Reconciliation of funds					
Total funds brought forward		24,884	2,279	27,163	32,332
Total funds carried forward		27,485	10,000	37,485	24,884

BALANCE SHEET AS AT 31 MARCH 2018

	Note	2018 £	2017 £
Current Assets			
Cash at bank and in hand		37,485	27,163
Creditors			
Amounts falling due within one year	10	-	-
Net current assets		37,485	27,163
Net assets		<u>37,485</u>	<u>27,163</u>
The funds of the charity			
Restricted funds		10,000	2,279
Unrestricted funds			
Unrestricted income funds		27,485	24,884
Total charity funds		<u>37,485</u>	<u>27,163</u>

For the financial year ended 31 March 2018, 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: 2017 £350).

2. Voluntary income

	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£	£
Donations and legacies				
Donations and appeals	-	-	-	117
Grants				
Trusts and foundations	4,450	13,000	17,450	4,850
Other income	-	-	-	-
	4,450	13,000	17,450	4,850

NOTES TO THE ACCOUNTS (continued)

3. Income from charitable activities

	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£	£
Community Centre activities				
User booking fees takings	24,203	-	24,203	16,486
Hire of Community Centre facilities	3,000	-	3,000	3,000
	<u>27,203</u>		<u>27,203</u>	<u>19,486</u>

4. Donated Services

	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£	£
Donated Services (volunteers)				
Charitable activities	26,223	-	26,223	23,978
Governance	350	-	350	350
	<u>26,573</u>		<u>26,573</u>	<u>24,328</u>

5. Investment income

	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£	£
Interest on cash deposits	-	-	-	-

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

	Community Centre Activities	Governance	Total Funds 2018
	£	£	£
Centre activities	3,316	-	3,316
Employment costs	21,501	-	21,501
Establishment costs	8,371	-	8,371
Donated services	26,223	350	26,573
Office expenses	1,010	-	1,010
Accountancy and legal fees	133	-	133
	<u>60,554</u>	<u>350</u>	<u>60,904</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:

	2018	2017
	No.	No.
Charitable activities	<u>2</u>	<u>2</u>

The aggregate payroll costs of these persons were as follows:

	2018	2017
	£	£.
Wages and salaries	<u>21,501</u>	<u>20,688</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 2018.

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 2017	Income	Expenditure	Transfers	At 31 March 2018
	£	£	£	£	
General Funds					
Unrestricted income fund	24,884	31,654	29,053		27,485
Restricted Funds					
Gentle exercise	1,800	-	1,800	-	-
Lunch Club	479	-	479	-	-
Salaries	-	13,000	3,000	-	10,000
	2,279	13,000	5,279	-	10,000
	27,163	44,654	34,332	-	37,485

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

14. Net assets by fund

	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£	£
Current assets	27,485	10,000	37,485	27,163