

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2017

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

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SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2017

Trustees David Bell, Chair
Peter Bright (appointed 21 January 2017)
Gareth Ellaway (appointed 29 March 2017)
Lucy Hamid
Sue Jacques, Treasurer (resigned 25 January 2017)
Jane Millicent (appointed 1 October 2016)
Joseph Pritchard (resigned 25 January 2017)
Margaret Slucutt (appointed 21 January 2017)
Andrew Thomas
Katalin Juhasz (resigned 29 March 2017)

**Charity registered
number** 1157061

Principal office Coniston Community Centre
The Parade
Coniston Road
Patchway
South Gloucestershire
BS34 5JP

Director Julie Close

Accountants Bishop Fleming LLP
Chartered Accountants
Statutory Auditors
16 Queen Square
Bristol
BS1 4NT

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2017

The Trustees present their annual report together with the financial statements for the 1 April 2016 to 31 March 2017 financial year.

OBJECTIVES AND ACTIVITIES

a. POLICIES AND OBJECTIVES

Our objectives are to bring people and organisations together to promote education and social justice to improve lives for residents across South Gloucestershire. It is important to us that we work with those people who don't reach the thresholds of other services or may be excluded or marginalised. In setting our objectives and planning our activities our Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. Our key objectives for the year included:

- Building sustainable communities by improving community cohesion, reducing poverty, loneliness and isolation
- Improving health and well-being
- Improving skills and learning

Over the course of the year the Trustees, staff and volunteers developed and adopted a new strategy, working with an experienced and skilled consultant, Julian Lomas, funded through Lloyds Foundation.

Our new 5-year strategy confirms our objectives of developing Strong Communities Powered by People.

b. STRATEGIES FOR ACHIEVING OBJECTIVES

Our ultimate goal is to help people and communities reach their full potential. We have focussed on implementing our Theory of Change and working towards developing our infrastructure into three teams – Sustainable Communities, Learning and Development and Health and Wellbeing.

While each area of work is important, our added value is in working together across the organisation. Fundamentally our core values determine the way that we work. Working in partnership includes working together within the organisation. Southern Brooks seeks to ensure that as an organisation we continue to reflect, learn and develop as one team and considerable progress has been made this year in improving cross team working and communication and putting in place improved Impact measurement processes.

We have in place a strong leadership team with an emphasis on leading and working together as a team; cross management and inter team working is becoming stronger. There is a shared willingness to embrace change and keep momentum going and an understanding of the need for increased accountability of actions throughout the organisation. Working through sub groups we have been able to develop our Brand and Marketing, Training and Traded services. We've invested in a Marketing and Communications post and this has helped us to recruit more learners for courses, and taken a lead on developing new marketing materials. Our new website is now live and focuses on being more interactive with people who want to use our services. Our Service User forum now meets regularly to contribute to the way we develop new and existing areas of work and our "friends" group which raises funds to support our work is flourishing.

We work with those in the community that are vulnerable, isolated, excluded and lacking in confidence, skills and experience. We are committed to the principles and practices of community development rather than community work. This means building social capital, developing networks and relationships and working with each other for mutual benefit. We have been working with the Carnegie Trust model of community resilience which we think applies equally to individuals and communities. This has led us to exploring our own model of community development that we are branding as Brooksville – Strong Communities Powered by People. We are looking forward to developing this with our partners, and a set of indicators that will measure impact. We are focussing on using the 5 Ways to Wellbeing to develop breakthrough communities, where people feel fit and healthy in mind and body, are able to influence the way decisions are made, are excited by change and have opportunities to share and learn new skills. The Ways to Wellbeing are becoming a popular tool used by partners to reduce loneliness and isolation and improve wellbeing. We have slightly reinterpreted them to – be active – be connected – love where you live – be inclusive – take ownership. We believe this will foster an asset based approach to neighbourhoods, building better networks between and across communities and aims to

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2017

reduce costs and demand for services as people work together to find solutions.

We have refreshed our strategic vision and our operational plan details how we work to meet our objectives. New projects are identified through partnership working to identify unmet needs. The Director is increasingly involved in strategic work and in contributing to discussions about the development of new neighbourhoods in this area.

In September, the trustees of a smaller charity, Community Ignite, approached our Director and Trustees to consider merger and closure of Community Ignite. Following a process of due diligence, the merger was approved from 1 April 2017.

ACHIEVEMENTS AND PERFORMANCE

a. REVIEW OF ACTIVITIES

Partnership working has underpinned much of our work this year. CVS South Gloucestershire worked tirelessly with other West of England VCSE partners to secure the Building Better Opportunities funding. We are grateful to them. As Councils seek more collaborative funding proposals, we are pleased that CVS lead the Volunteer Partnership consortium, while we lead the Priority Neighbourhood partnership. Working together to make best use of shrinking resources means that as much funding as possible goes into front line service delivery.

We have continued to maintain Level 2 PQASSO (Practical Quality Assurance System for Small Organisations) accreditation which was secured last year. We will apply for re-accreditation in January 2018. The staff and trustees have worked together to ensure that systems and processes are in place to ensure that we operate to consistently high standards across the spectrum of indicators that are assessed.

Learning and Development

The most significant development this year has been the successful partnership bid, led by Weston College to Building Better Opportunities which started in January 2017. This project, called West of England Works, is jointly funded by the Big Lottery and European Social Fund. We will be the community anchor partner for South Gloucestershire. Our aim is to remove the barriers people face to entering employment, education and training. It's a three-year project. The key criteria is that participants are unemployed and have an additional barrier, such as being a carer, from a BME group, are over 50 or have a health condition. Our target is to work with 203 people over three years. The approach is person centred, with a key worker allocated to each participant who will build relationships based on trust and understanding.

We continue to run Patchway Youth Centre, and were pleased that our Positive Activities Funding for work with young people in Patchway has been extended. The support from Patchway Town Council brings some security to this work. We run sessions for young people of all ages and detached youth work in parks and open spaces where young people gather. Over the year we have seen an increase in the number of young people involved in community activity. Our youth work in Frampton Cottrell continues to be successful.

In December we secured funding through the Building a Stronger Britain Programme run by the Home Office. This will build on the work we piloted earlier this year to equip children and young people with the skills, confidence and knowledge to challenge hate crime and prejudice. The project will begin in April 2017.

We were pleased to secure funding through The Esmée Fairbairn Foundation for three years to provide an improved structure and experience for the many people who volunteer within Southern Brooks. This project will begin in April 2017.

Training has continued to be an area of development. The potential to generate income from developing accredited training and professional courses continues to be a priority for us and we have direct claim status with NOCN. We are funded through the Community Learning Service to run a programme aimed mainly at people with below level 2 qualifications. This year 53 people took part in 6 courses. We develop progression pathways by signposting to other agencies and our own accredited Youth and Community work courses. 16 people took part in accredited youth work courses. Our parenting courses have been particularly successful this year. We've continued to represent the voluntary and community sector this year on the West of England Learning Partnership which brings together colleagues from different sectors aiming to work together creatively to provide

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2017

high quality community learning for everybody.

Brooks Café has continued to be a popular venue with local residents and people working in the area meeting regularly for lunch in the café. It's an important gateway to our services and we are very grateful to the many volunteers and the café staff for their enduring hard work and enthusiasm. The regular restaurant nights are proving very successful and popular with local people. The café will celebrate its sixth birthday in May and thanks to the many volunteers and enthusiastic staff team is now generating a small surplus which is used to reinvest in our services. We are opening a second café alongside the new Kingswood office in April 2017.

Health and Wellbeing

This year has been a challenging one for our Early Intervention service, with the end of several funding streams coming at the same time. Following the ending of our Reaching Communities funding last year, the family support work funded through South Gloucestershire Council finished in June 2016, due to cuts to Council budgets. We worked closely with the Council Preventative Services team to ensure that families who still needed a service could access alternative support.

Merlin Housing Society continue to fund a post working with their tenants to help them improve health and wellbeing, financial inclusion and employability. This year has seen a huge growth in numbers and we have worked with 53 families across South Gloucestershire.

We've continued our partnership with Community Ignite to run Family Wise. This work has been funded through Families in Focus and we've worked with 43 families. Schools can refer to this project, and there must be an 8 – 12 year old child who school are concerned about plus risk of financial exclusion or worklessness within the family.

A project funded through South Gloucestershire Council's Everybody's Business grants that was a pilot last year has continued. It provides one to one and group support for people with low level mental health needs, and provides general wellbeing awareness and support. It is part of a Wellbeing College in South Gloucestershire working with Merlin Housing Society, Second Steps and Kingsmeadow flat.

Sustainable Communities

We continue to be commissioned to run Health Champions by South Gloucestershire Council, working with partners Community Ignite, Kingsmeadow Flat and Juice Community Project. Our target was to recruit, train and mobilise 36 Health Champions, across South Gloucestershire, into health-related volunteering activities with an aim to:

- Help improve the health and well-being of people living in our Priority Neighbourhood communities particularly in those communities where health inequalities have been identified
- Support and empower people to eat healthily, be physically active and improve their emotional well-being
- Attend relevant local events, such as festivals and coffee mornings, to promote healthy lifestyle information
- Signpost people to specialist services, such as breastfeeding groups and stop-smoking support, as appropriate

57 Health Champions were recruited and trained completing the RSPH training. Over the two years of the project over 100 Health Champions have been trained, with more than 40 continuing to be active after 12 months.

Community development work at Charlton Hayes has continued through a web of funding and we are very grateful to Sovereign Housing Association for their support and for the grant from Bovis. This year our development worker has worked with residents to set up a resident led group called REACH, who have developed a website, social media presence and local consultation with residents at Charlton Hayes.

We have continued to provide a brokerage service for volunteers and those community groups that need volunteers through Patchway, Filton and the Stokes Volunteer centre.

We have a three year service level agreement with South Gloucestershire Council for priority neighbourhood work in Yate, Kingswood, Cadbury Heath, Filton and Patchway working with our partners Abbotswood Action

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2017

Group, Kingsmeadow Flat, Community Ignite and Juice Community Project. We deliver the contract in Filton and Patchway. Work focuses on people who face barriers to reaching their full potential. The success of the partnership work in Filton has led to Filton no longer appearing in the top 20% Indices of Deprivation and we are now working on a sustainable exit strategy over the next year.

Our work with older people has continued to develop and South Gloucestershire Dementia Action Alliance work continues to be funded through the Clinical Commissioning Group and South Gloucestershire Council. We are beginning to see big improvements in the lives of people with dementia and their carers. This work continues and has focussed on the Kingswood area this year, as well as sustaining the provision set up in Patchway. Yate Town Council have continued to fund a post within Southern Brooks to develop dementia friendly work within Yate, which finished in February 2017.

We've worked with Tyndale Primary School in Yate to secure Awards for All funding. They commissioned Southern Brooks to run community engagement activities, with the aim of setting up a resident led group. Volunteers and the development worker have been busy knocking on doors and finding out what is important to residents. The work will be complete in July 2017.

The Green Spaces project has continued this year with funding from the Postcode Lottery. The project involves children, young people and families in growing projects, understanding where their food comes from and in enjoying the many green spaces in Patchway through the creation of a community map has been a rewarding piece of work.

We secured funding for a Community Economic Development Plan for Patchway, through the My Community funding from the Department for Communities and Local Government. The plan looked at the "triple bottom line" – environmental, social and economic indicators of a strong community. The action plan aims to help Patchway residents get better jobs in Patchway and has resulted in a new partnership.

We were pleased this year that the outstanding service of our Chair was recognised as he won the South Gloucestershire Council Chairs Award for volunteering. Also, two of our young volunteers not only won the Chairs Award for Young Volunteers, but also secured the Lord Lieutenants Award for Volunteers.

FINANCIAL REVIEW

a. GOING CONCERN

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

b. RESERVES POLICY

The Trustees recognise that the Charity is dependent on sources of revenue that cannot be reliably predicted. The organisation strives to set aside for the costs of administering the Charity for 3 months and any additional one off administration costs. However, as at 31 March 2017 the unrestricted reserves of the Charity were negative and amounted to £40,536. This is because the Southern Brooks Community Partnership used to operate a defined benefit pension scheme. The pension scheme deficit crystallised on 31 March 2014 and the liability was transferred to Southern Brooks Community Partnerships. The Charity has agreed a repayment plan over 12 years. The Trustees are confident that the Charity can meet the yearly repayment commitment. The pension liability was £90,744 at year end and therefore unrestricted funds excluding the pension liability were £50,208. At the year end restricted funds were £107,880.

While the Trustees are committed to building reserves they also want to invest in core posts to ensure long term sustainability of the organisation. We aim to build reserves of £38,000. We currently have a designated reserves fund of £26,870.

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2017

c. PRINCIPAL FUNDING

Primary sources of funding are:

- South Gloucestershire Council
- Patchway Town Council, Yate Town Council, Filton Town Council
- Big Lottery and European Social fund
- Esmee Fairbairn Foundation
- Lloyds Foundation
- Clinical Commissioning Group
- Merlin Housing Society
- Sovereign Housing Association
- Big Lottery Reaching Communities

We continue to apply for project funds through a variety of grant making trusts. The development of our training work as a social enterprise continues to be successful, generating sufficient income to cover the costs of the training team and beginning to show surplus.

d. IMPACT OF SIGNIFICANT FINANCIAL EVENTS

Impact of austerity and Council savings programmes has the potential to significantly impact on organisational sustainability. Our core costs are covered through management charges for the projects delivered. Trustees will be reviewing quarterly the impact on the loss of project funding over the coming year.

Our new funding strategy and operational implementational plan identifies a broader range of potential funding streams. We are working in new collaborations and partnerships aimed at generating different sources of income.

e. ARRANGEMENTS FOR SETTING THE PAY AND REMUNERATION OF THE CHARITY'S KEY MANAGEMENT PERSONNEL

Pay scales for the Director are agreed by the Trustees and were reviewed in April 2014. A 1% pay rise was approved for all staff in April 2014. No further pay rises have been implemented. We are currently undertaking a PEACE role evaluation to review salaries alongside responsibilities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. CONSTITUTION

This organisation was officially set up in May 2014, as a charitable incorporated organisation. Assets were transferred on 30 September 2014 from Southern Brooks Community Partnership, registered charity number 1086485.

b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Foundation Constitution. The first trustees of the organisation have been appointed for a term of up to 5 years. Subsequent appointments will be for a term of three years.

c. POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES

New members of the Board are provided with an induction pack and training for trustees is offered.

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2017

d. ORGANISATIONAL STRUCTURE AND DECISION MAKING

Trustees receive quarterly written reports from the leadership team one week prior to quarterly Board meetings, along with quarterly financial reports against the budget. The day to day running of the organisation is the responsibility of the Director, Julie Close and the Leadership Team which during the financial year comprised of Corrina Wood, Katie Donovan, Jackie Lewis and Laura Colman. The Board has set up an Employment sub group which reports directly back to the Board. The Board holds an annual away day with the staff team each year at which the priorities and progress of the organisation are reviewed. The Board makes decisions on the strategic direction of the organisation and adoption of new policies and is responsible for compliance with Health & Safety legislation, charitable law and employment law.

e. RISK MANAGEMENT

A review of major risk factors is undertaken by the Board each year. The Board of Trustees are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. The key major risks are over-dependency on statutory funding and loss of key personnel.

PLANS FOR FUTURE PERIODS

a. FUTURE DEVELOPMENTS

We continue to work in partnership with a range of organisations and to sit on South Gloucestershire Voluntary Sector Leaders Board, Compact Implementation Group, the Safer and Stronger Community Partnership (and senior officer group that implements the partnership plan) and the West of England Learning Partnership.

Brooks Café is really filling a social purpose to be a lively community hub that offers low cost, healthy food. We will continue to develop both the activity programme to ensure that more people come through the door, and opportunities for volunteering. In the coming year, we will open a second café and community hub in Kingswood, following our merger with Community Ignite.

Community cohesion work is an increasingly important growth area for us. Developing the anti-hate crime ambassador programme and securing funding to roll out to all schools in South Gloucestershire is a priority.

Mental health and emotional well-being and linking our different programmes into a cohesive offer for people, as volunteers and beneficiaries of services is important

Over the coming year, we will focus on:

- Setting up Brooks Café as a wholly owned CIC
- Securing funding for our model of sustainable and resilient new communities, particularly on the Filton airfield development
- Leading on a community cohesion plan for South Gloucestershire
- Developing work with young people including international work and leadership roles
- Implementing our new strategy and vision
- Contributing to and leading voluntary sector partnerships
- Involvement in the new West of England Combined Authority

This report was approved by the Trustees on 19 July 2017 and signed on their behalf by:

David Bell, Chair

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2017

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

I report on the financial statements of the Charity for the year ended 31 March 2017 which are set out on pages 10 to 21.

This report is made solely to the Charity's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Charity's Trustees are responsible for the preparation of the financial statements, and they 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. The Charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

It is my responsibility to:

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

BASIS OF INDEPENDENT EXAMINER'S REPORT

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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

INDEPENDENT EXAMINER'S REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2017

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 130 of the Act; and
 - to prepare financial statements which accord with the accounting records, Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102) and in other respects comply with the accounting requirements of the Act.
- have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed:

Dated: 10 August 2017

David Butler DChA FCA

BISHOP FLEMING LLP

Chartered Accountants

16 Queen Square

Bristol

BS1 4NT

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2017**

	Note	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
INCOME FROM:					
Donations and legacies	2	4,342	3,367	7,709	4,767
Charitable activities	3	166,722	469,280	636,002	771,122
Other trading activities	4	26,966	-	26,966	18,495
Investments	5	37	-	37	162
TOTAL INCOME		198,067	472,647	670,714	794,546
EXPENDITURE ON:					
Charitable activities	8	210,246	432,535	642,781	854,934
TOTAL EXPENDITURE	6	210,246	432,535	642,781	854,934
NET INCOME / (EXPENDITURE) BEFORE TRANSFERS					
Transfers between Funds	15	(12,179) 27,605	40,112 (35,395)	27,933 (7,790)	(60,388) -
NET MOVEMENT IN FUNDS		15,426	4,717	20,143	(60,388)
RECONCILIATION OF FUNDS:					
Total funds brought forward		(55,962)	103,163	47,201	107,589
TOTAL FUNDS CARRIED FORWARD		(40,536)	107,880	67,344	47,201

The notes on pages 12 to 21 form part of these financial statements.

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

BALANCE SHEET AS AT 31 MARCH 2017

	Note	£	2017 £	£	2016 £
FIXED ASSETS					
Tangible assets	11		8,954		7,145
CURRENT ASSETS					
Stocks		200		200	
Debtors	12	14,414		110,465	
Cash at bank and in hand		278,946		103,692	
		<u>293,560</u>		<u>214,357</u>	
CREDITORS: amounts falling due within one year	13	(136,636)		(82,272)	
NET CURRENT ASSETS			<u>156,924</u>		<u>132,085</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>165,878</u>		<u>139,230</u>
Defined benefit pension scheme liability	17		(90,744)		(92,029)
NET ASSETS INCLUDING PENSION SCHEME LIABILITIES			<u><u>75,134</u></u>		<u><u>47,201</u></u>
CHARITY FUNDS					
Restricted funds	15		107,880		103,163
Unrestricted funds	15		(32,746)		(55,962)
TOTAL FUNDS			<u><u>75,134</u></u>		<u><u>47,201</u></u>

The financial statements were approved by the Trustees on 19 July 2017 and signed on their behalf, by:

David Bell, Chair

The notes on pages 12 to 21 form part of these financial statements.

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

1. ACCOUNTING POLICIES

1.1 GENERAL INFORMATION

Southern Brooks Community Partnerships is a charitable incorporated organisation, registered in England and Wales. The registered office is Coniston Community Centre, The Parade, Coniston Road, Patchway, South Gloucestershire, BS34 5JP.

1.2 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, Update Bulletin 1 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

Southern Brooks Community Partnerships constitutes a public benefit entity as defined by FRS 102.

1.3 GOING CONCERN

At the year end the Charity had negative unrestricted funds of £40,536. This situation has arisen as a result of the deficit in the defined benefit pension scheme. A repayment plan for the deficit has been agreed with the pension scheme and therefore it is not anticipated that a request for full repayment will be made within the next 12 months. The trustees are confident that they can meet the yearly commitment and therefore consider it appropriate for the Charity to continue to prepare its financial statements on the going concern basis.

1.4 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.5 INCOME

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

1.6 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All resources expended are inclusive of irrecoverable VAT.

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

1. ACCOUNTING POLICIES (continued)

1.7 TANGIBLE FIXED ASSETS AND DEPRECIATION

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Plant and machinery	-	20% reducing balance
Fixtures and fittings	-	20% reducing balance
Computer equipment	-	33.3% straight line

1.8 INTEREST RECEIVABLE

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the Bank.

1.9 STOCKS

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

1.10 DEBTORS

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.11 CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.12 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.13 FINANCIAL INSTRUMENTS

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.14 PENSIONS

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

2. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
Donations	4,342	3,367	7,709	4,767

In 2016, of the total income from donations and legacies, £3,152 was unrestricted and £1,615 was restricted.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
Grants, project, café and training income	166,722	469,280	636,002	771,122

In 2016, of the total income from charitable activities, £140,364 was unrestricted and £630,758 was restricted.

4. OTHER TRADING ACTIVITIES

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
Room hire	26,966	-	26,966	18,495

In 2016, all of the income from other trading activities was unrestricted.

5. INVESTMENT INCOME

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
Bank interest received	37	-	37	162

In 2016, all of the investment income was unrestricted.

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

6. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

	Staff costs 2017 £	Depreciation 2017 £	Other costs 2017 £	Total 2017 £	Total 2016 £
Grants, project, café and training expenditure	459,649	1,871	176,301	637,821	846,031
Governance	-	-	4,960	4,960	8,903
	<u>459,649</u>	<u>1,871</u>	<u>181,261</u>	<u>642,781</u>	<u>854,934</u>
<i>Total 2016</i>	<u>556,478</u>	<u>2,079</u>	<u>296,377</u>	<u>854,934</u>	

In 2016, of the total charitable activities expenditure, £190,115 was unrestricted and £664,819 was restricted funds.

7. DIRECT COSTS

	Total 2017 £	Total 2016 £
Service provider partner charge	595	91,877
Administration costs	686	35
Telephone and IT costs	10,323	14,026
Stationery and postage	4,835	4,854
Advertising	3,417	1,689
Other staff costs	9,411	7,234
Travel and subsistence costs	14,468	16,115
Accreditation	-	1,667
External consultancy	10,145	2,215
Project closure costs	1,230	14,785
Training costs	6,959	4,445
Cost of food	23,427	20,687
Other café costs	11,990	10,050
Insurance	5,435	5,710
Repairs and maintenance	5,933	7,306
Premises costs	33,646	24,553
Professional fees	7,925	6,719
Interest on pension deficit and bank charges	4,115	4,167
Other costs	21,358	48,812
Bank charges	403	528
Wages and salaries	429,302	511,882
National insurance	22,281	33,676
Pension cost	8,066	10,920
Depreciation	1,871	2,079
	<u>637,821</u>	<u>846,031</u>

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

8. GOVERNANCE COSTS

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
Auditors' remuneration	1,748	-	1,748	-
Trustees' expenses	12	-	12	83
Independent Examiner's fee	3,200	-	3,200	8,820
	<u>4,960</u>	<u>-</u>	<u>4,960</u>	<u>8,903</u>

9. NET INCOMING RESOURCES/(RESOURCES EXPENDED)

This is stated after charging:

	2017 £	2016 £
Depreciation of tangible fixed assets:		
- owned by the Charity	1,870	2,079
Auditors' remuneration - audit	1,748	-
Independent Examiner's Fee	<u>3,200</u>	<u>8,820</u>

During the year, no Trustees received any remuneration (2016: £NIL).

During the year, no Trustees received any benefits in kind (2016: £NIL).

During the year, no Trustees received any reimbursement of expenses (2016: £NIL).

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

10. STAFF COSTS

Staff costs were as follows:

	2017 £	2016 £
Wages and salaries	429,302	511,882
Social security costs	22,281	33,676
Other pension costs (Note 17)	8,066	10,920
	<u>459,649</u>	<u>556,478</u>

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

2017 No.	2016 No.
40	31

Average headcount expressed as a full time equivalent:

2017 No.	2016 No.
22	26

No employee received remuneration amounting to more than £60,000 in either year.

During the year the charity has made statutory redundancy payments of £4,211 (2016: £11,415). These costs have been fully funded by grants received.

11. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Total £
COST				
At 1 April 2016	3,409	30,992	33,913	68,314
Additions	-	-	4,355	4,355
Disposals	-	(2,775)	(1,539)	(4,314)
At 31 March 2017	<u>3,409</u>	<u>28,217</u>	<u>36,729</u>	<u>68,355</u>
DEPRECIATION				
At 1 April 2016	2,017	25,239	33,913	61,169
Charge for the year	640	1,150	80	1,870
On disposals	-	(2,099)	(1,539)	(3,638)
At 31 March 2017	<u>2,657</u>	<u>24,290</u>	<u>32,454</u>	<u>59,401</u>
NET BOOK VALUE				
At 31 March 2017	<u>752</u>	<u>3,927</u>	<u>4,275</u>	<u>8,954</u>
At 31 March 2016	<u>1,392</u>	<u>5,753</u>	<u>-</u>	<u>7,145</u>

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

12. DEBTORS

	2017 £	2016 £
Trade debtors	10,837	107,744
Prepayments and accrued income	3,577	2,721
	<u>14,414</u>	<u>110,465</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Trade creditors	20,534	13,500
Other taxation and social security	7,015	8,875
Other creditors	3,508	1,547
Accruals and deferred income	105,579	58,350
	<u>136,636</u>	<u>82,272</u>

DEFERRED INCOME

	£
Deferred income at 1 April 2016	46,470
Resources deferred during the year	99,508
Amounts released from previous years	(46,470)
Deferred income at 31 March 2017	<u>99,508</u>

Deferred income includes grants received before the year end that relate to 2017/18.

14. FINANCIAL INSTRUMENTS

	2017 £	2016 £
Financial assets that are debt instruments		
Cash and cash equivalents	278,946	103,692
Trade debtors	10,837	107,744
	<u>289,783</u>	<u>211,436</u>
Financial liabilities measured at amortised cost		
Trade creditors	(20,534)	(13,500)
Accruals	(6,071)	(8,096)
	<u>(26,605)</u>	<u>(21,596)</u>
Total	<u>263,178</u>	<u>189,840</u>

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

15. STATEMENT OF FUNDS

	Brought Forward £	Income £	Expenditure £	Transfers In/out £	Carried Forward £
DESIGNATED FUNDS					
Designated Funds	18,000	-	-	8,870	26,870
GENERAL FUNDS					
General funds	18,067	198,067	(211,531)	26,525	31,128
Pension reserve	(92,029)	-	1,285	-	(90,744)
	(73,962)	198,067	(210,246)	26,525	(59,616)
Total Unrestricted funds	(55,962)	198,067	(210,246)	35,395	(32,746)
RESTRICTED FUNDS					
Patchway Youth Work	23,194	55,362	(50,756)	(21,045)	6,755
Charlton Hayes	7,223	-	-	(7,223)	-
Dementia Awareness	14,021	42,615	(40,332)	(4,438)	11,866
Community	14,564	108,965	(88,936)	(673)	33,920
Family Support	8,696	120,512	(112,202)	214	17,220
Early Intervention Projects	(1,072)	4,699	(3,436)	-	191
Youth Work	370	21,167	(15,082)	447	6,902
Leadership	-	36,250	(33,259)	(172)	2,819
Merlin Housing - Family Support	11,466	20,641	(20,832)	(1,905)	9,370
Emotional Wellbeing	24,701	24,833	(39,248)	(600)	9,686
Building Better Opportunities	-	37,603	(28,452)	-	9,151
	103,163	472,647	(432,535)	(35,395)	107,880
Total of funds	47,201	670,714	(642,781)	-	75,134

DESIGNATED FUNDS

The Trustees have designated £18k for investment in core posts to ensure long term sustainability of the organisation and £8,870 for restructuring.

RESTRICTED FUNDS

Patchway Youth work has been funded through Patchway Town Council. They have funded detached work which takes place in parks and open spaces and this year provided new funding for junior youth groups. Our youth work aims to develop team working and social skills, build confidence and self esteem, provide information and social education, challenge discrimination and work with young people so that they have strong voice in the community. The Town Council also contribute towards the core running costs of the organisation.

We were very pleased that the developers and Housing Associations on the new neighbourhood of Charlton Hayes together contributed to a community development post – so Bovis, United Homes and Sovereign Housing Association have shown a real commitment to the area and their residents. In addition funds were received from the New Homes Bonus.

Dementia Awareness - This funding is to used to increase the awareness of dementia and the issues associated with the disease in the general population in order to change people's attitude and outlook to dementia, to develop Dementia Friendly Communities across South Gloucestershire and to enable people living with dementia to lead active lives in their communities.

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

15. STATEMENT OF FUNDS (continued)

South Gloucestershire Council have funded our community development work in the Priority Neighbourhoods of Filton and Patchway and a leadership role across South Gloucestershire. This work in areas that appear in the national Indices of Deprivation focuses on improving outcomes for residents particularly around the themes of health, education, crime and safety and employment and personal finance. Also included in community development project work are small amounts of funding that have provided conferences and resources around equalities work and the Common Assessment Framework as well as one off events and activities within the community. Funding was also secured from the Social Investment Business to undertake pre feasibility work to consider taking on the transfer of Patchway Youth Centre to Southern Brooks.

Family Support is funding received from a variety of sources to help families in the local area.

Early Intervention Projects is funding received to run a group in Bradley Stoke for parents with babies under one. The fund is currently showing an overspend which is expected to be reimbursed in the new year.

Youth Work funding has been received to support local projects for young people in the area.

Leadership funding has been provided to be the community lead organisation for Filton and Patchway and to co-ordinate the work of the community lead group.

Merlin Housing Society has funded support for their tenants through a family support service that we provide across South Gloucestershire.

Emotional Wellbeing - This new project is funded through South Gloucestershire Council Everybody's Business grant. Our aim is to reduce loneliness and isolation amongst people with low level mental health needs through bringing people together to share their skills and experiences.

Building Better Opportunities is funded by the European Social Fund and the Big Lottery Fund to invest in projects in the local area to tackle the root causes of poverty, promote social inclusion and driving local jobs and growth.

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
Tangible fixed assets	8,954	-	8,954	7,145
Current assets	57,814	235,746	293,560	214,357
Creditors due within one year	(8,770)	(127,866)	(136,636)	(82,272)
Provisions for liabilities and charges	(90,744)	-	(90,744)	(92,029)
	<u>(32,746)</u>	<u>107,880</u>	<u>75,134</u>	<u>47,201</u>

17. PENSION COMMITMENTS

Southern Brooks Community Partnership used to operate a defined benefit pension scheme. The pension scheme deficit crystallised on 31 March 2014 and the liability was transferred to Southern Brooks Community Partnerships. The Charity has agreed a repayment plan over 12 years.

The Charity also operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £8,066 (2016: £10,920).

SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

17. PENSION COMMITMENTS (continued)

Contributions totalling £1,047 (2016: £1,547) were payable to the fund at the balance sheet date and are included in creditors.

18. RELATED PARTY TRANSACTIONS

During the year Southern Brooks Community Partnerships purchased training services from Derek Close, the Director's husband, of £3,436 (2016: £3,362). There was £NIL (2016: £588) owed to Derek Close at the year end.

Key Management Personnel:

All Trustees and certain members of staff are considered key management personnel. During the period key management personnel received remuneration, including gross pay and employers national insurance contributions, totalling £155,341 (2016: £156,017).

