

Company no. 04357727  
Charity no. 1093059

**Bristol City Community Trust**  
**Report and Audited Financial Statements**  
**31 May 2018**

## **Bristol City Community Trust**

### **Reference and administrative details**

**For the year ended 31 May 2018**

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<b>Company number</b>	04357727	
<b>Charity number</b>	1093059	
<b>Registered office and operational address</b>	Ashton Gate Stadium Ashton Road Bristol BS3 2EJ	
<b>Trustees</b>	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: Mark Ashton David Baker John Greenwood Brian Hall Douglas Harman Cherry Kraus (appointed 11 December 2017) Jon Lansdown Michael Lea Sara Sainsbury (appointed 12 July 2017)	
<b>Senior management team</b>	Dan White - Chief Executive Officer Chris Stenner - Head of Education Geoff Stevens - Head Coach	
<b>Bankers</b>	Barclays Bank Plc 15 Queen Square Bristol BS1 4NP	Triodos Bank Deanery Rd Bristol BS1 5AS
<b>Auditors</b>	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor, Mariner House 62 Prince Street Bristol BS1 4QD	

## **Bristol City Community Trust**

### **Report of the trustees**

#### **For the year ended 31 May 2018**

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The trustees present their report and the audited financial statements for the year ended 31 May 2018.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2015).

### **Structure, governance and management**

#### **Governing document**

Bristol City Community Trust is a company limited by guarantee, governed by its Memorandum and Articles of Association dated 22 January 2002. It is registered as a charity with the Charity Commission (registered number: 1093059), date of registration 22 July 2002.

#### **Appointment of trustees**

As set out in the Articles of Association, trustees are invited to join the board. Bristol City Football Club Limited ('the Club') have the option to appoint two trustees. At the Annual General Meeting one third of the Trustees shall retire by rotation.

On appointment, trustees complete a register of interests and undertake an induction programme that includes familiarisation with the purpose and operation of the charity, its strategies and objectives.

#### **Organisation**

The board of trustees, which shall include no less than three members, administers the charity. The trustee board comprises of nine trustees, six independent trustees and three trustees who represent Bristol City FC. The board meets on a quarterly basis, with three subcommittees on operations, education and HR and finance meeting on a regular basis. A Chief Executive Officer is appointed by the trustees to manage the day-to-day operations of the charity.

#### **Related parties**

The trustees consider that Bristol City FC Ltd is a related party of the charity by virtue of significant influence.

#### **Risk management**

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

#### **Objectives and activities**

Bristol City Community Trust's (BCCT) role within the greater Bristol area is to use the power of football and other sporting activities to improve the lives of people through participation in sport and education. The Trust's objectives are to:

- increase participation in sport and develop talent pathways;
- promote wellbeing and healthy lifestyles within local communities;
- deliver an inclusive programme of activities that involves and engages hard to reach groups, improving community cohesion;
- develop and empower leaders, coaches and volunteers;
- engage and inspire young people raising and celebrating educational achievement; and
- govern the operations of the Trust efficiently and effectively.

## **Bristol City Community Trust**

### **Report of the trustees**

#### **For the year ended 31 May 2018**

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The board of trustees has referred to the Charity Commission general guidance on public benefit when reviewing the aims and objectives of Bristol City Community Trust and is satisfied they meet the public benefit requirements. Further information within the achievements and performance section of this report provides details of the work done to meet these aims and objectives.

The Trust has seen slight growth with regards to staffing in the last twelve months, and now employs 18 full time staff, including three support staff. The staff work on programmes to not only educate participants using the power of sport, but also cover other important issues within the community such as health, respect, crime, community cohesion and employment using the Bristol City FC brand as the catalyst.

BCCT provides a range of education programmes delivered in purpose built classrooms in Ashton Gate Stadium and other local venues in the heart of the community. These are mapped to meet the needs of the community ranging from level one to six, focusing on topics that include literacy, numeracy, employability, sport, entrepreneurship, health and community coaching.

Through its community delivery programme, BCCT increases the opportunities for people to access sport as well as have a positive impact on their community. There is no doubting the impact football, and in particular the Bristol City brand, has on the local community and this cannot be underestimated.

#### **Achievements and performance**

2017/2018 saw the Trust benefit from the changes made in the previous year, with new and existing programmes flourishing. This excellent year was capped off by winning two prestigious awards. Firstly, the Community Trust won the English Football League Community Club of the year for the South West and Wales region, collecting the award at a parliamentary reception. This was followed later in the year with the Trust's Youth Council picking up the Best Participation Initiative award at the Football Association Women's Football Award.

The Trust's "Future Fives" youth council run in partnership with South Bristol Sports Centre have been a huge success and have made a massive impact on the programmes the Trust has been delivering but also the way they are delivered. The youth council consists of 8 young people between the ages of 13-18, who have come together to plan and deliver projects to improve their local community by using sport as a focus.

#### **Education**

We have continued to develop our existing education, by once again ensuring the quality of the programme has improved and by providing additional opportunities for new and existing learners. Once again the BTEC Level 3 Futsal and Tennis programmes excelled with 100 percent of students passing the qualification and 98 percent achieving higher grade than their target. Both programmes benefited from a new partnership with Ashton Park School Sixth Form which has given students additional access to both facilities and opportunities.

## **Bristol City Community Trust**

### **Report of the trustees**

#### **For the year ended 31 May 2018**

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The Level 2 Diploma in Football Coaching in Community Settings delivered in partnership with Bridgwater and Taunton College also had a strong year with 100 per cent of the students enrolled completing the course.

In terms of higher education, the Trust successfully launched a BA (Hons) Sports Business and Entrepreneurship degree in partnership with the University of the West of England. The Programme based out of Ashton Gate Stadium, uses the Team Entrepreneurship principles to help develop the students in a more practical setting.

The Foundation Degree in Community Football and Development in partnership with the University of South Wales continued to develop with students taking an active role in volunteering with the Trust's community outreach programmes.

#### **Sports Participation**

The Premier League Primary Stars programme has seen the Trust engage with 600 children within schools in South Bristol. The programme is a national curriculum-linked education programme using the appeal of the Premier League and Bristol City Football Club to inspire children to learn, be active and develop important life skills.

Our Fun Football Holiday Camps at South Bristol Sports Centre have seen record numbers over the last 12 months with over 1,000 different children attending the camps in that period. The children aged six to twelve years old once again benefited from visits from Bristol City FC players and staff as well as football themed activities throughout the school holidays.

The Fit and Fed programme in partnership with South Bristol Sports Centre, Street Games and Sport4Life has seen some growth with the Trust delivering the programme in five of the most deprived areas of Bristol, offering football activities and healthy and nutritious meals for children who are at risk of going hungry throughout the school holidays.

The Premier League Girls programme has once again engaged over 300 girls in regular football sessions. The programme has seen additional sessions launched to offer opportunities for women to access football following the birth of children (Mumball), but also for girls between the ages of 11-16 to transition into playing for their local grassroots football teams. The programme has once again benefited from the strong links with Bristol City Women's Football Club.

#### **Health**

In 2017 the Kick in 2 Shape programme was launched in partnership with Bristol Sport Foundation and Sport England, offering practical health and wellbeing advice with a combination of football based physical activity sessions and classroom based workshops. The programme has already had a significant impact on several groups, including one that was tailored to those suffering from mental health issues.

The Man V Fat men's weight loss programme where participants play football fixtures and track their weight whilst being supported with behaviour change tools around healthy living continued to have a positive impact on the participants with over 80 men recording sustained weight loss throughout the year.

## **Bristol City Community Trust**

### **Report of the trustees**

#### **For the year ended 31 May 2018**

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The Trust's walking football sessions have seen a strong attendance throughout the year offering opportunities for men and women over the age of 55 the opportunity to enjoy playing football at a slower pace. Specialist sessions for groups with brain injury have been a welcome addition to the programme.

#### **Inclusion**

The Trust's pan disability football programme Project Inclusion has seen a steady growth in attendance over the last 12 months, predominantly at the South Bristol Sports Centre Hub in partnership with the Somerset FA. We have once again supplemented this with a disability football festival to raise the profile of disability football in Bristol.

Premier League Kicks is a key programme for the Trust, offering free football sessions for young people between the ages of 14-19. The Trust's youth council focused this by introducing a 5 a side league format at the South Bristol Sports Centre Hub called Luke5's. This was hugely popular with over 100 registered players throughout the season. Across all PL Kicks satellites the Trust engaged with 422 young people offering additional support with workshops on equality, community engagement and educational opportunities.

The annual community match organised by the Trust saw the Bristol City FC first team travel to Bristol Manor Farm, to help raise funds for the local grass roots football club and the Community Trust. The game attracted a sell-out crowd of 1,417 and again this generated over £10,000 for grassroots football in Bristol.

#### **Financial review**

The results for the year ended 31 May 2018 show net income of £43,749 (2017: net expenditure £72,582). Total incoming resources were £836,434 (2017: £763,142) and resources expended were £792,685 (2017: £835,724).

The Trustees have continued to examine and keep all risks pertaining to the operation of the Trust under review during 2017/2018, including all strategic and operational risks. The assessment and mitigation of potential risk arising from their own decisions, from the external operating environment, as well as from the activities of Trust employees is considered by Trustees at every meeting and as part of each agenda item.

#### **Reserves**

It is the policy of the Trust to maintain unrestricted funds at least at the level required to provide sufficient funds to cover administration costs for a three month period. The unrestricted reserves sum held is £102,090 (2017: £62,341). The Trustees are of the opinion that this represents a satisfactory level for current requirements.

#### **Investments**

The Trust has unrestricted investment powers. The Trustees have not adopted a formal investment policy as at present the Trust does not have sufficient funds available to make investments. The Trustees will review the position if sufficient funds become available in the future. In the meantime they will review the Trust's banking arrangements to ensure these are the most appropriate for the Trust.

## **Bristol City Community Trust**

### **Report of the trustees**

#### **For the year ended 31 May 2018**

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##### **Plans for future periods**

Sustainability is a key focus for the Trust in the future and the diversification of funding will be essential to ensure the Trust is stable moving forward. Developing innovative projects is also vital to ensure that the Trust continually meets the need of those in its community, therefore development of the staff and volunteer workforce to ensure this is crucial.

The development of programmes focusing on education and providing a pathway for young people into employment is ongoing, with additional post 16 education courses planned for launch in 2018/2019.

Communication of the impact the Trust is having on the local community is also a priority for the coming year.

##### **Statement of responsibilities of the trustees**

The trustees (who are also directors of the charity for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

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 charity and of the income and expenditure of the charity 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 applicable Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charity 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

## **Bristol City Community Trust**

### **Report of the trustees**

#### **For the year ended 31 May 2018**

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Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

#### **Auditors**

Godfrey Wilson Ltd were re-appointed as the charitable company's auditors during the year and have expressed their willingness to act in that capacity.

Approved by the trustees on 23 November 2018 and signed on their behalf by



Michael Lea - Chairman



## **Independent auditors' report**

### **To the members of**

#### **Bristol City Community Trust**

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#### **Opinion**

We have audited the financial statements of Bristol City Community Trust (the 'charity') for the year ended 31 May 2018 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 May 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; 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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 charity'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 auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

## **Independent auditors' report**

### **To the members of**

#### **Bristol City Community Trust**

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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 we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report have 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 charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which 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;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

#### **Responsibilities of the trustees**

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees 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 they 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

## **Independent auditors' report**

**To the members of**

**Bristol City Community Trust**

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### **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 an auditor's report 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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

### **Use of our report**

This report is made solely to the charity'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 charity's members those matters we are required to state to them in an auditor's 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 charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



Date: 23 November 2018

**Rob Wilson FCA**  
**(Senior Statutory Auditor)**

For and on behalf of:

**GODFREY WILSON LIMITED**

Chartered accountants and statutory auditors

5th Floor, Mariner House

62 Prince Street

Bristol

BS1 4QD

**Bristol City Community Trust**

**Statement of financial activities** *(incorporating an income and expenditure account)*

**For the year ended 31 May 2018**

	Note	Restricted £	Unrestricted £	2018 Total £	2017 Total £
<b>Income from:</b>					
Donations	3	10,000	101,147	<b>111,147</b>	95,163
Charitable activities:					
Education		-	469,233	<b>469,233</b>	451,810
Inclusion		20,000	-	<b>20,000</b>	19,742
Participation		72,500	57,361	<b>129,861</b>	115,277
Health		20,500	4,680	<b>25,180</b>	2,340
Other trading activities		650	80,337	<b>80,987</b>	78,770
Investments		-	26	<b>26</b>	40
<b>Total income</b>		<u>123,650</u>	<u>712,784</u>	<u><b>836,434</b></u>	<u>763,142</u>
<b>Expenditure on:</b>					
Raising funds		-	60,603	<b>60,603</b>	87,379
Charitable activities		<u>116,920</u>	<u>615,162</u>	<u><b>732,082</b></u>	<u>748,345</u>
<b>Total expenditure</b>	5	<u>116,920</u>	<u>675,765</u>	<u><b>792,685</b></u>	<u>835,724</u>
<b>Net income / (expenditure)</b>		6,730	37,019	<b>43,749</b>	(72,582)
Transfers between funds		<u>(2,730)</u>	<u>2,730</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>	6	4,000	39,749	<b>43,749</b>	(72,582)
<b>Reconciliation of funds:</b>					
Total funds brought forward		<u>12,367</u>	<u>62,341</u>	<u><b>74,708</b></u>	<u>147,290</u>
<b>Total funds carried forward</b>		<u><u>16,367</u></u>	<u><u>102,090</u></u>	<u><u><b>118,457</b></u></u>	<u><u>74,708</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 15 to the accounts.

# Bristol City Community Trust

## Balance sheet

As at 31 May 2018

	Note	£	2018 £	2017 £
<b>Fixed assets</b>				
Tangible assets	9		21,939	26,670
<b>Current assets</b>				
Debtors	10	77,092		74,273
Cash at bank and in hand		<u>113,138</u>		<u>84,183</u>
		190,230		158,456
<b>Liabilities</b>				
Creditors: amounts falling due within 1 year	11	<u>(93,712)</u>		<u>(110,418)</u>
<b>Net current assets</b>			<u>96,518</u>	<u>48,038</u>
<b>Net assets</b>	14		<u><u>118,457</u></u>	<u><u>74,708</u></u>
<b>Funds</b>	15			
Restricted funds			16,367	12,367
Unrestricted funds			<u>102,090</u>	<u>62,341</u>
<b>Total charity funds</b>			<u><u>118,457</u></u>	<u><u>74,708</u></u>

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

Approved by the trustees on 23 November 2018 and signed on their behalf by



Michael Lea - Chairman

**Bristol City Community Trust**

**Statement of cash flows**

**For the year ended 31 May 2018**

	<b>2018</b>	2017
	<b>£</b>	£
<b>Cash used in operating activities:</b>		
Net movement in funds	<b>43,749</b>	(72,582)
Adjustments for:		
Depreciation charges	<b>21,416</b>	19,838
Investment income	<b>(26)</b>	(40)
Interest paid	<b>1,021</b>	1,020
Decrease / (increase) in debtors	<b>(2,819)</b>	24,501
Increase / (decrease) in creditors	<b>(12,720)</b>	(8,594)
<b>Net cash provided by / (used in) operating activities</b>	<b>50,621</b>	(35,857)
<b>Cash flows from investing activities:</b>		
Dividends, interest and rents from investments	<b>26</b>	40
Purchase of tangible fixed assets	<b>(16,685)</b>	(6,604)
<b>Net cash provided by / (used in) investing activities</b>	<b>(16,659)</b>	(6,564)
<b>Cash flows from financing activities:</b>		
Repayments of obligations under finance leases	<b>(5,007)</b>	(5,007)
<b>Net cash provided in / (used in) financing activities</b>	<b>(5,007)</b>	(5,007)
<b>Increase / (decrease) in cash and cash equivalents in the year</b>	<b>28,955</b>	(47,428)
Cash and cash equivalents at the beginning of the year	<b>84,183</b>	131,611
<b>Cash and cash equivalents at the end of the year</b>	<b>113,138</b>	84,183

## **Bristol City Community Trust**

### **Notes to the financial statements**

**For the year ended 31 May 2018**

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#### **1. Accounting policies**

##### **a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in 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.

Bristol City Community Trust 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 notes.

##### **b) Going concern basis of accounting**

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

##### **c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of provision of delivery of charitable projects is deferred until criteria for income recognition are met.

##### **d) Conduit funds**

Conduit funds are monies received for third parties and do not belong to the charity. The incoming funds and outgoing payments are excluded from the statement of financial activities. Any conduit funds in hand, or owing, at the year end are shown as creditors, or debtors, in the accounts.

##### **e) Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity, which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

## Bristol City Community Trust

### Notes to the financial statements

For the year ended 31 May 2018

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#### 1. Accounting policies (continued)

##### f) 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.

##### g) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

##### h) Expenditure and irrecoverable VAT

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

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

##### i) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the following basis, which is an estimate of staff time spent on activities:

Raising funds	8.3%
Charitable activities	91.7%

##### j) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Inflatable equipment	3 years straight line
Motor vehicles	4 years straight line
Office equipment	3 years straight line

Items of equipment are capitalised where the purchase price exceeds £500.

##### k) Debtors

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

##### l) Cash at bank and in hand

Cash at bank and cash 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.



## **Bristol City Community Trust**

### **Notes to the financial statements**

**For the year ended 31 May 2018**

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#### **1. Accounting policies (continued)**

##### **m) Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

##### **n) 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 recognised at amortised cost using the effective interest method.

##### **o) Pension costs**

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

##### **p) Finance and operating leases**

Assets that are held by the charity under leases which transfer to the charity substantially all the risks and rewards of ownership are classified as being held under finance leases. Leases which do not transfer substantially all the risks and rewards of ownership to the charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease, or if lower, the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet as a finance lease obligation. The difference between the capitalised cost and the total obligation under the lease represents the finance charge. Finance charges are written off to the statement of financial activities over the period of the lease so as to produce a constant periodic rate of charge on the remaining balance of the liability.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

# Bristol City Community Trust

## Notes to the financial statements

For the year ended 31 May 2018

### 2. Prior period comparatives

	Restricted £	Unrestricted £	2017 Total £
<b>Income from:</b>			
Donations	-	95,163	<b>95,163</b>
Charitable activities:			
Education	6,149	445,661	<b>451,810</b>
Inclusion	17,742	2,000	<b>19,742</b>
Participation	77,324	37,953	<b>115,277</b>
Health	-	2,340	<b>2,340</b>
Other trading activities	500	78,270	<b>78,770</b>
Investments	-	40	<b>40</b>
<b>Total income</b>	<b>101,715</b>	<b>661,427</b>	<b>763,142</b>
<b>Expenditure on:</b>			
Raising funds	-	87,379	<b>87,379</b>
Charitable activities	124,743	623,602	<b>748,345</b>
<b>Total expenditure</b>	<b>124,743</b>	<b>710,981</b>	<b>835,724</b>
<b>Net expenditure</b>	<b>(23,028)</b>	<b>(49,554)</b>	<b>(72,582)</b>
Transfers between funds	10,143	(10,143)	-
<b>Net movement in funds</b>	<b>(12,885)</b>	<b>(59,697)</b>	<b>(72,582)</b>

### 3. Donations

	Restricted £	Unrestricted £	2018 Total £	2017 Total £
City Foundation donations	-	32,500	<b>32,500</b>	33,736
Football Association core grant	-	-	-	1,000
Football League Trust grants	5,000	35,000	<b>40,000</b>	34,500
Fundraising donations	-	20,057	<b>20,057</b>	18,831
Gifts in kind	-	12,448	<b>12,448</b>	6,448
SITEC group	5,000	-	<b>5,000</b>	-
Other grants and donations < £1,000	-	1,142	<b>1,142</b>	648
<b>Total donations</b>	<b>10,000</b>	<b>101,147</b>	<b>111,147</b>	<b>95,163</b>

Gifts in kind represent donated vehicle hire and bookkeeping services.

# Bristol City Community Trust

## Notes to the financial statements

For the year ended 31 May 2018

### 4. Government grants

The charitable company did not receive any government grants in the current or prior reporting periods.

### 5. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2018 Total £	2017 Total £
Staff costs (note 7)	27,160	299,947	102,152	<b>429,259</b>	450,929
Kit, equipment, resources and education fees	-	68,742	-	<b>68,742</b>	64,652
Hire of facilities	-	55,465	-	<b>55,465</b>	42,333
Trophies and prizes	-	8,047	-	<b>8,047</b>	5,069
Vehicle hire	-	17,071	-	<b>17,071</b>	18,747
Motor, travel and subsistence	-	20,094	-	<b>20,094</b>	28,246
Tours	-	31,974	-	<b>31,974</b>	41,477
Fundraising, advertising and promotions	12,549	-	-	<b>12,549</b>	27,437
Audit	-	-	4,200	<b>4,200</b>	2,730
Accounting	-	-	21,061	<b>21,061</b>	26,373
Bank charges	-	-	3,398	<b>3,398</b>	465
Communication costs	-	-	6,139	<b>6,139</b>	6,779
Computer and software	-	-	19,168	<b>19,168</b>	20,528
Depreciation	-	-	21,416	<b>21,416</b>	19,838
Entertainment and hospitality	-	-	3,418	<b>3,418</b>	828
Finance costs	-	-	1,021	<b>1,021</b>	1,027
Insurance	-	-	1,004	<b>1,004</b>	943
Legal and professional fees	-	-	3,641	<b>3,641</b>	8,388
Printing, postage and stationery	-	-	6,546	<b>6,546</b>	7,291
Rent	-	-	43,992	<b>43,992</b>	47,638
Repairs and maintenance	-	-	155	<b>155</b>	936
Sundry	-	-	416	<b>416</b>	-
Staff training and development	-	-	13,909	<b>13,909</b>	13,070
<b>Sub-total</b>	<b>39,709</b>	<b>501,340</b>	<b>251,636</b>	<b>792,685</b>	<b>835,724</b>
Allocation of support and governance costs	20,894	230,742	(251,636)	-	-
<b>Total expenditure</b>	<b>60,603</b>	<b>732,082</b>	<b>-</b>	<b>792,685</b>	<b>835,724</b>

## Bristol City Community Trust

### Notes to the financial statements

#### For the year ended 31 May 2018

##### 6. Net movement in funds

This is stated after charging:

	2018 £	2017 £
Depreciation	21,416	19,838
Trustees' indemnity insurance	560	550
Trustees' reimbursed expenses	Nil	Nil
Auditors' remuneration:		
▪ Statutory audit (including VAT)	4,200	3,960
▪ Other services (including VAT)	1,871	3,076

##### 7. Staff costs and numbers

Staff costs were as follows:

	2018 £	2017 £
Salaries and wages	388,532	411,093
Social security costs	23,109	23,410
Pension contributions	14,198	13,031
Casual wages and freelancers	3,420	3,395
	<u>429,259</u>	<u>450,929</u>

No employees received emoluments of more than £60,000 (2017: none).

The key management personnel of the charitable company comprise the senior management team. Total employee benefits paid to key management personnel were £104,847 (2017: £151,707).

Average staff numbers are as follows:

	2018 No.	2017 No.
Average head count	<u>31</u>	<u>34</u>

##### 8. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

**Bristol City Community Trust**

**Notes to the financial statements**

**For the year ended 31 May 2018**

**9. Tangible fixed assets**

	<b>Inflatable equipment £</b>	<b>Motor vehicles £</b>	<b>Office equipment £</b>	<b>Total £</b>
<b>Cost</b>				
At 1 June 2017	6,000	22,794	45,418	<b>74,212</b>
Additions in year	-	9,000	7,685	<b>16,685</b>
Disposals	-	(3,000)	-	<b>(3,000)</b>
At 31 May 2018	<u>6,000</u>	<u>28,794</u>	<u>53,103</u>	<u><b>87,897</b></u>
<b>Depreciation</b>				
At 1 June 2017	6,000	16,196	25,346	<b>47,542</b>
Charge for the year	-	6,261	15,155	<b>21,416</b>
On disposal	-	(3,000)	-	<b>(3,000)</b>
At 31 May 2018	<u>6,000</u>	<u>19,457</u>	<u>40,501</u>	<u><b>65,958</b></u>
<b>Net book value At 31 May 2018</b>	<u>-</u>	<u><b>9,337</b></u>	<u><b>12,602</b></u>	<u><b>21,939</b></u>
At 31 May 2017	<u>-</u>	<u>6,598</u>	<u>20,072</u>	<u>26,670</u>

**Hire purchase agreements**

Included within the net book value is £1,649 (2017: £6,598) relating to assets held under hire purchase agreements. The depreciation charged to the financial statements in the year in respect of such assets amounted to £4,949 (2017: £4,949).

**10. Debtors**

	<b>2018 £</b>	<b>2017 £</b>
Trade debtors	<b>46,335</b>	43,118
Accrued income	<b>24,500</b>	26,471
Prepayments	<b>6,197</b>	4,534
Pension control account	-	150
Conduit funding	<u><b>60</b></u>	<u>-</u>
	<u><b>77,092</b></u>	<u><b>74,273</b></u>

# Bristol City Community Trust

## Notes to the financial statements

For the year ended 31 May 2018

### 11. Creditors : amounts due within 1 year

	2018 £	2017 £
Trade creditors	41,287	29,067
Accruals	14,596	37,651
Deferred income	28,047	27,642
Other taxation and social security	6,570	5,119
Pension control account	2,216	-
Hire purchase account	996	4,982
Conduit funding	-	957
Other creditors	-	5,000
	<u>93,712</u>	<u>110,418</u>

Deferred income consists of income received in advance of the provision of service delivery. Movements in the year are:

Balance brought forward	27,642	21,367
Amounts released during the period	(653,717)	(94,729)
Amounts deferred during the period	<u>654,122</u>	<u>101,004</u>
Balance carried forward	<u>28,047</u>	<u>27,642</u>

### 12. Finance leases

The charity has a hire purchase agreement for a motor vehicle. The interest rate payable is fixed at 9.2% for the lease term (48 months). The lease is secured by the lessor's title to the leased asset which has a carrying value of £1,649 (2017: £6,598). The trustees consider that the carrying amount of the obligations under finance leases approximate to their fair value.

### 13. Operating leases

The charity had operating leases at the year end with total future minimum lease payments as follows:

	Land and buildings		Motor vehicles	
	2018 £	2017 £	2018 £	2017 £
Amount falling due:				
Within 1 year	32,500	32,500	3,695	8,646
Within 2 - 5 years	<u>-</u>	<u>-</u>	<u>288</u>	<u>864</u>

**Bristol City Community Trust**

**Notes to the financial statements**

**For the year ended 31 May 2018**

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**14. Analysis of net assets between funds**

	Restricted funds £	Unrestricted funds £	Total funds £
Tangible fixed assets	-	21,939	<b>21,939</b>
Net current assets	<u>16,367</u>	<u>80,151</u>	<u><b>96,518</b></u>
<b>Net assets at 31 May 2018</b>	<u><b>16,367</b></u>	<u><b>102,090</b></u>	<u><b>118,457</b></u>

**Prior year comparative**

	Restricted funds £	Unrestricted funds £	Total funds £
Tangible fixed assets	-	26,670	<b>26,670</b>
Net current assets	<u>12,367</u>	<u>35,671</u>	<u><b>48,038</b></u>
<b>Net assets at 31 May 2017</b>	<u><b>12,367</b></u>	<u><b>62,341</b></u>	<u><b>74,708</b></u>

# Bristol City Community Trust

## Notes to the financial statements

For the year ended 31 May 2018

### 15. Movements in funds

	At 1 June 2017 £	Income £	Expenditure £	Transfers between funds £	At 31 May 2018 £
<b>Restricted funds</b>					
Lawn Tennis Association	-	7,500	(9,118)	1,618	-
Premier League for Girls	7,063	25,000	(30,732)	-	<b>1,331</b>
Premier League 4 Sport	5,304	-	(3,818)	(1,486)	-
Premier League Primary Stars	-	40,000	(34,896)	-	<b>5,104</b>
Premier League Kicks	-	20,650	(22,788)	2,138	-
Sport England - Kickin2Shape	-	15,500	(9,237)	-	<b>6,263</b>
Bristol Sport Foundation - Walking Sport	-	5,000	(1,716)	-	<b>3,284</b>
Apprenticeship Funding - SITEC	-	5,000	(4,615)	-	<b>385</b>
EFL Trust - infrastructure	-	5,000	-	(5,000)	-
<b>Total restricted funds</b>	<b>12,367</b>	<b>123,650</b>	<b>(116,920)</b>	<b>(2,730)</b>	<b>16,367</b>
<b>Unrestricted funds</b>					
General funds	62,341	712,784	(675,765)	2,730	<b>102,090</b>
<b>Total unrestricted funds</b>	<b>62,341</b>	<b>712,784</b>	<b>(675,765)</b>	<b>2,730</b>	<b>102,090</b>
<b>Total funds</b>	<b>74,708</b>	<b>836,434</b>	<b>(792,685)</b>	<b>-</b>	<b>118,457</b>

### Purposes of restricted funds

Lawn Tennis Association	The second year of a 2 year partnership between the LTA and the Trust to promote tennis in Bristol and to provide opportunities for people to play tennis recreationally.
Premier League for Girls	The main aim of the project is to engage girls aged 14 and over in football. Free football sessions take place all over the city as a mixture of after school clubs and hub club sessions.
Premier League 4 Sport	The main aim of the project is to engage young people aged 12 and over in athletics, basketball and boxing and to encourage them to enjoy playing these great sports.
Premier League Primary Stars	Premier League Primary Stars uses the appeal of the Premier League and professional football clubs to inspire children to learn, be active and develop important life skills. It inspires girls and boys aged 5-11 in the classroom, the playground and on the sports field.
Premier League Kicks	Premier League Kicks uses the power of football and the value of sports participation to help hard-to-reach youngsters in some of the most disadvantaged areas of the community turn their lives around.



## Bristol City Community Trust

### Notes to the financial statements

For the year ended 31 May 2018

#### Purposes of restricted funds (continued)

Sport England - Kickin2Shape Kickin2Shape combines educational, classroom-based activity – to discuss healthy lifestyles, diet and nutrition - with football sessions suitable to the needs of the group. Participants are required to have a Body Mass Index (BMI) of over 27 to access the programme, which is delivered in some of the most inactive areas in Bristol.

Bristol Sport Foundation - Walking Football is a slower paced game to normal football which enables participants of any age to be active and play the "Beautiful Game". Open to males and females over 50 years age within targeted areas of South Bristol.

Apprenticeship Funding - SITEC Grant to support the Trust to employ an apprentice coach.

EFL Trust - infrastructure EFL infrastructure grant to support the charity in improving business function. The grant was used to purchase a minibus.

#### Transfers between funds

The transfer out of the restricted infrastructure grant fund is to recognise the capitalised costs of purchasing the minibus. All restrictions on the grant are discharged at the point of purchase. Transfers between funds are to top up overspends on restricted funds with the charity's general funds.

Prior year comparative	At 1 June 2016 £	Income £	Expenditure £	Transfers between funds £	At 31 May 2017 £
<b>Restricted funds</b>					
Lawn Tennis Association	11,143	16,561	(27,704)	-	-
Premier League for Girls	5,053	27,000	(24,990)	-	<b>7,063</b>
Premier League 4 Sport	9,056	18,762	(22,515)	-	<b>5,304</b>
Premier League Primary Stars	-	15,000	(19,138)	4,138	-
Premier League Kicks	-	16,500	(22,505)	6,005	-
PFA: Union Learning Fund	-	6,149	(6,149)	-	-
Football Foundation	-	1,242	(1,242)	-	-
Football League (Community) Ltd	-	500	(500)	-	-
<b>Total restricted funds</b>	<b>25,252</b>	<b>101,714</b>	<b>(124,743)</b>	<b>10,143</b>	<b>12,367</b>
<b>Unrestricted funds</b>					
General funds	122,038	661,427	(710,981)	(10,143)	<b>62,341</b>
<b>Total unrestricted funds</b>	<b>122,038</b>	<b>661,427</b>	<b>(710,981)</b>	<b>(10,143)</b>	<b>62,341</b>
<b>Total funds</b>	<b>147,290</b>	<b>763,141</b>	<b>(835,724)</b>	<b>-</b>	<b>74,708</b>

## **Bristol City Community Trust**

### **Notes to the financial statements**

#### **For the year ended 31 May 2018**

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#### **16. Related party transactions**

Jon Lansdown, Mark Ashton and Doug Harman are directors of Bristol City Football Club Limited. Jon Lansdown is also director of Ashton Gate Limited, Bristol Sport Limited and Bristol Rugby Club Limited.

Michael Lea is a partner in Smith & Williamson LLP.

David Baker is a trustee of the Olympus Academy Trust.

Transactions between these parties during the year were as follows:

	<b>Income</b>	<b>Expenditure</b>	<b>Net debtor / (creditor) at 31 May 2018</b>
Ashton Gate Limited	1,453	54,565	(30,601)
Bristol City Football Club Limited	2,452	42	125
Bristol Rugby Club Limited	696	-	-
Bristol Sport Limited	-	13,332	-
Smith & Williamson LLP	10,000	16,080	-
The Olympus Academy Trust	150	-	-
	<u>14,751</u>	<u>84,019</u>	<u>(30,476)</u>