



**Easton and Lawrence Hill
Neighbourhood Management**

**Trustees' Annual Report and Accounts
1 April 2018 - 31 March 2019**

**Charity Number 1081691
Company Number 04023294
www.upourstreet.org.uk**

EASTON AND LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2019

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EASTON AND LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

TRUSTEES REPORT

YEAR ENDED 31 MARCH 2019

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2019.

Reference and administrative information

Charity name: Easton and Lawrence Hill Neighbourhood Management

Charity registration number: 1081691

Company registration number: 04023294

Registered office and
operational address: Easton Community Centre
Kilburn Street
Bristol
BS5 6AW

Trustees

Amy Harrison Deputy Chair, ratified October 2018

Hannah Pepper

Joyce Clarke

Nic Ferris

Noelle Rumball

Treasurer, ratified October 2018

Poku Osei

Co-opted and ratified October 2018

Ricardo Sharry

Chair, ratified October 2018

Saed Ali

Co-opted and ratified October 2018

Sally Caseley

Thom Oliver

Dominic Murphy

Resigned October 2018

Jane Westhead

Resigned December 2018

Mike Pickering

Resigned March 2018

Staff team

Stacy Yelland

Director

Brendan Tate Wistreich

Interim Director, maternity cover (from January 2019)

Tracy Parsons

Finance and Office Manager

Celia Davis

Community Engagement Officer (to July 2018)

Patrycja Pinkowska

Community Engagement Officer

Saliha Ahmad

Community Engagement Officer (from Sept 2018 to March 2019)

Khalil Abdi

Community Engagement Officer (from 1 Dec 2018)

Michela Freire Griffith

Qstep Intern (from June to August 2018)

Emily Fifield

Business Development Officer

Tamsin Harcourt

Communications Officer

Zakiya McKenzie

Lead Community Researcher

Jasmine Ketibuah-Foley

Community Research and Evaluation Officer (to August 2018)

John Williams

Caretaker (to June 2018)

Independent examiner

Geoff Archer, Bristol Community Accountants, The Park, Daventry Road, Knowle, Bristol, BS4 1DQ

EASTON AND LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

TRUSTEES REPORT

YEAR ENDED 31 MARCH 2019

Bankers

CAF Bank Limited
25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

Unity Trust
4 Brindley Place, Birmingham, B1 2JB

Aldermore
1st Floor, Block B Western House, Lynch Wood, Peterborough, PE2 6FZ

Hampshire Trust
131 Finsbury Pavement, London EC2A 1NT

Julian Hodge (closed April 2018)
29 Windsor Pl, Cardiff CF10 3BZ

Redwood Bank (opened July 2018)
The Nexus Building, Broadway, Letchworth Garden City, Hertfordshire, SG6 3TT

Scottish Widows (closed April 2018)
PO Box 12757, 67 Morrison Street, Edinburgh, EH3 8YJ

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

EASTON AND LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

TRUSTEES REPORT

YEAR ENDED 31 MARCH 2019

Structure, governance and management

Governing document

Easton and Lawrence Hill Neighbourhood Management (ELH NM) is a company limited by guarantee and a registered charity governed by its memorandum and articles of association. It is the successor organisation of Community at Heart which was incorporated on 28 June 2000. The charity officially changed its name on 30 March 2011. It is registered under charity number 1081691 and company number 04023294.

Recruitment and appointment of trustees

The directors of the company are also charity trustees for the purposes of charity law. Under the requirements of the Memorandum and Articles of Association the trustees are elected by the members at the Annual General Meeting. Any trustee not re-elected will be deemed to have resigned from the Board.

All trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 10 to the accounts.

Trustees are required to disclose all relevant interests and register them with the Director/Interim Director and, in accordance with the charity's policy, withdraw from decisions where a conflict of interest arises.

Trustees join sub groups to respond to specific areas of work as required.

Trustee induction and training

New trustees undergo orientation to brief them on their legal obligations under charity and company law, the charity commission guidance on public benefit, content of the memorandum and articles of association, the committee and decision-making processes and the business plan. During the induction they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Risk management

The organisation has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is reviewed at each trustee meeting. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

EASTON AND LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

TRUSTEES REPORT

YEAR ENDED 31 MARCH 2019

Objectives

Objects of the charity

The object for which this Company is established is the advancement of citizenship and community development through the promotion of civic participation, volunteering, and community capacity building, in particular in the neighbourhoods of Easton, Lawrence Hill, Old Market, St Judes, Newtown, Whitehall, Greenbank, Redfield, The Dings and Barton Hill.

The main aims in the last financial period have been to:

- Create two-way communication mechanisms to listen, inform, inspire, and promote the area and its people.
- Be a social catalyst through providing the opportunities and spaces for members of the community, individually and collectively, to take an active role.
- Connect ideas, actions, people, and places so that small acts combine into big social change.
- Create and maintain partnerships to maximise impact.
- Advocate on behalf of the area.
- Embed financial and structural sustainability into organisation development activities.

Public benefit statement

The trustees have complied with their duty under Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

Related parties

ELH NM has developed relationships and formal partnerships to deliver joint projects including: ACH, BCfm, Black South West Network, Borderlands, Bristol Bath Regional Capital, Bristol City Council, Bristol Waste, City of Sanctuary, Community Co-Lab, Easton Community Centre, Felix Road Adventure Playground, Horn Youth Concern, In Between Times, Interculture, Playing Out, Sustrans, The Network, United Communities, University of Bristol, UWE, Vocalise CIC, Wellspring Healthy Living Centre and many more community and voluntary organisations.



EASTON AND LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

TRUSTEES REPORT

YEAR ENDED 31 MARCH 2019

Our vision

A diverse and independent community of people inspired to create change.

Our mission

To inform and inspire a diverse community of people to take an active role in their neighbourhood.

Activities

Our communications and community development programme activity falls into three campaign categories: political voice (have your say), civic participation (getting involved) and social capital (working together).

We delivered

- 8 social capital activities with 642 attendees
- 8 political voice activities with 213 attendees
- 42 civic participation activities with 821 attendees

Create two-way communication mechanisms to listen, inform, inspire, and promote the area and its people

Delivering an extension communications programme including:

- A website (www.upourstreet.org.uk)
- A Facebook group (Up Our Street) with 1,220 members.
- A Twitter page (@upourstreet) with 2,578 followers.
- A 24 page quarterly printed magazine, Up Our Street, which is delivered to 13,500 households across the area of benefit.
- A fortnightly email bulletin which is sent to over 1,850 contacts with an average open rate of 26.6% (industry standard 24.1%) and click through rate of 10.1% (industry standard 2.6%).
- 34 notice boards used to publicise important news to residents.
- Monthly Up Our Street radio show on BCfm, available later as a podcast.
- Weekly slots on BCfm One Love Breakfast.
- Maintaining a contacts database of residents and partner organisations.



Be a social catalyst through providing the opportunities and spaces for members of the community, individually and collectively, to take an active role

Organising a programme of public events and meetings including:

- Twinnell House community consultation and activities
- Thank You Awards attended by 200 people with 60 awards given out
- To mark international women's day, we held a Festival of Solutions event called It's All About

EASTON AND LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

TRUSTEES REPORT

YEAR ENDED 31 MARCH 2019

Women. It was attended by approx. 120 people and featured workshops, speakers, discussion and action

- Neighbourhood Conversations on CIL, Staying Safe Online, Picnic for Change, Dispossession screening, Green Space Network, Roma Neighbourhood Conversation, Temple Quarter Masterplan, CIL briefing for professionals, Railway Path, CIL Public Meeting – Ashley, Stapleton Road Station stakeholders Meeting
- Christmas carols in the underpass
- Introduction to Community Organiser training delivered by Community-CoLab and Barton Hill Social Action Hub which we supported

Connect ideas, actions, people, and places so that small acts combine into big social change



- **Bristol Vision and Values**

In partnership with United Communities and City of Sanctuary, we secured funding from the Government's Controlling Migration Fund to deliver a programme of activity to bring new and established communities together. This included Neighbourhood Conversations, pop up events, social action workshops and Festival of Solutions. This has provided community engagement support for a number of projects including Brook Street Park and working with Roma community, relationship building with refugee and asylum seeker support networks and one to one support for Somali Kitchen.

- **Litter Innovation Fund**

In partnership with Bristol City Council, Bristol Waste and Horn Youth Concern, funding was secured from the Litter Innovation Fund to deliver a five-month programme of activity to engage households and businesses around Stapleton Road to care for the road and reduce littering and fly tipping. We also supported residents to roll out a Good Garden Award 2018 and promote a social media campaign #stapeslove. This led to a Community Engagement Officer – waste and street scene, being contracted to continue the work in an extended area including Church Road.

- **UOB Design Workshop**

We were commissioned by the public engagement team of the University of Bristol to conduct some research in Lawrence Hill and Easton to identify the important shops and services in the area which could be complemented by the new university development in Temple Quarter. We

EASTON AND LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

TRUSTEES REPORT

YEAR ENDED 31 MARCH 2019

carried out interviews with residents and organisations to find out their hopes and fears for this flagship development in our neighbourhood. We presented the findings to the university in July and hosted a public meeting in November to share the report with the community.

Create and maintain partnerships to maximise impact

- **Bristol Citizens Alliance**

Together with Vocalise CIC in Ashley, we have been funded for four year's through Bristol City Council's Bristol Impact Fund to deliver a programme of communications and engagement aimed at improving access to information, creating more resilient and connected communities, increasing civic participation and reducing isolation. This includes a programme of Neighbourhood Conversations, social action training, Festival of Solutions and community engagement officer support.

- **Playing Out**

We continue to support a residents group around the Twinnell House and Wills Drive area to take forward ideas and are looking to invest a small amount of designated capital into making the space more playable.

- **Quartet Community Foundation**

Together with Quartet and Bristol City Council, we run a small grants fund open to residents and community organisations in the former Community at Heart area and Newtown. The fund originates from Section 106 developer's money relating to a development in St Philips. We administer the fund with a resident panel making decisions. For the 2018–19 financial year the panel awarded a total of £12,973.80 to 23 applicants.

- **University of Bristol**

We have been commissioned to conduct a number of pieces of work on behalf of the University accessing our research and engagement expertise including a report and a design workshop about the new campus. We also signed up to their Qstep Internship Scheme to allow a student to carry out applied quantitative data analysis to our Wellbeing research.

- **ACH and SETsquared**

Together with ACH, we continued to carry out work commissioned by tech incubator SETsquared to look at perceptions of the service among Black Asian and Minority Ethnic tech entrepreneurs.

Advocate on behalf of the area

- **Bristol Bath Regional Capital**

Our Business Development Officer has been partnering with BBRC to broker deals between the Community Innovation Fund business investment project and local entrepreneurs.

- **Bristol City Council**

Following the end of the Neighbourhood Partnerships by the local authority, we have supported officers and Councillors in a number of ways to ensure that this neighbourhood is included in future thinking, for example,

- Community Infrastructure Levy workshops
- Community Space meetings
- Library consultation

EASTON AND LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

TRUSTEES REPORT

YEAR ENDED 31 MARCH 2019

Embed financial and structural sustainability into organisation development activities

- **Staffing**

We continued to invest in staff training including Common Purpose training for our Director, continued CIPD HR professional development for our Finance and Office Manager, Graphic Design Course for our Communications Officer and First Aid renewals for the team. We have been supportive of team personal development and requests around changes to hours and study outside of work. We continue to be flexible around personal commitments. We extended the contract of our Business Development Officer to include another 12 months to continue to explore our income generation.

- **Staff, Trustee and Organisation Handbooks**

We revisit all our organisational policy and procedures annually to ensure they are fit for purpose and to identify any new policies required.

- **Avonvale Road shops**

We own a long lease on four shop units on Avonvale Road as part of the long-term business plan for the organisation. All four shops are rented to small businesses.

- **Governance**

The trustees undertake an annual skills audit to identify any training needs. Three trustees decided to resign during this period due to personal circumstances, one new resident and one non-resident were elected as trustees during this financial year. The board also engage in away days to contribute to strategic planning.

- **Income generation**

We continue to try and diversify our income through commissioned contracts, grants and business sponsorship. We successfully continued to deliver costed service packages, communications subscriptions and tenders for engagement and research contracts. In 2018-2019 we received funding from Avon and Somerset Police and Crime Commissioners Fund, Bristol City Council, Controlling Migration Fund, CUPI, InBetween Times, Quartet Community Fund, University of Bristol.

Looking to the future

We received £19,980 of support from Quartet Community Foundations 'Funding the Future' programme to support us to explore with partners Easton Community Centre and Felix Road Adventure Playground, the future sustainability of our organisations and whether working closer together could strengthen our offering to communities in Easton and Lawrence Hill.

A working group meets fortnightly, made up of members of the management teams and boards from each organisation. The conversations have been very positive suggesting there is good scope and compatibility for the organisations to work closer together in future.

Collectively we are committed to ensuring there are spaces and services for people of all ages to come together to participate and act in their local community.

EASTON AND LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

TRUSTEES REPORT

YEAR ENDED 31 MARCH 2019

Financial review

Principle funding source

Aside from the income generated through rent, advertising and commissioned services, the principle funding is drawn down from our reserves. A Succession Plan 2010-2015 was agreed in 2009 to deliver neighbourhood management. This has now ended and during the five-year period the organisation has made significant savings in expenditure and received additional income which has enabled us to develop and implement our Business Plan for 2015-2020.

Asset policy

Individual assets costing £2,500 or more are capitalised at cost. Depreciation is calculated so as to write off the cost of an asset over the useful life of that asset. Electrical items are deemed to have a useful life of four years and depreciated at 20% each year.

Investment policy

Under the memorandum and articles of association, the charity has the power to make any investments that the trustees see fit. Having considered the options available, the trustees decided to invest reserves in fixed term bonds. The trustees consider the overall return on investments and deposits together.

Reserves policy

ELH NM currently holds a significant amount of reserves, which enable us to deliver our five year Business Plan. We are not currently sustainable without these reserves, which we use every year to balance the books. They allow us to maintain delivery of our objectives until 31 March 2021. However we are using the next three years to develop a Fundraising Strategy to increase our fundraising and income generation with the help of a Business Development Officer. It is the policy of the trustees to maintain the unrestricted funds, which are the free reserves of the charitable company that are not committed or invested in tangible fixed assets held by the charitable company, to a level of approximately six months of the charity's expenditure i.e. £140,000. The trustees believe that this represents a minimum level of reserves necessary to ensure the effective operation of the charity for the benefit of its members. The reserves policy states:

- Reserves be maintained at a level which ensures that a **minimum of six months** of the organisation's core activity could continue during a period of unforeseen difficulty.
- **Three months** reserves be maintained in a readily realisable form.

Responsibilities of the trustees

The trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and regulations. The trustees are required to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards 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 business.

EASTON AND LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

TRUSTEES REPORT

YEAR ENDED 31 MARCH 2019

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf by:


.....
R Sharry, Chair of Trustees

Date th 12 August 2019

EASTON AND LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

Independent Examiner's Report to the Trustees

YEAR ENDED 31 MARCH 2019

I report on the accounts of the company for the year ended 31st March 2019 which are set out on pages 14 to 23.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

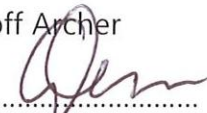
Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached

Geoff Archer


.....
Bristol Community Accountants CIC
The Park,
Daventry Road,
Knowle, Bristol, BS4 1DQ

15/08/2019

EASTON & LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)

YEAR ENDED 31 MARCH 2019

		Unrestricted Funds	Restricted Funds	Total Funds 2019	Total Funds 2018
	Note	£	£	£	£
Incoming and Endowments from:					
Donations and Legacies	3	3,571	25	3,596	4,050
Charitable Activities	4	23,310	138,449	161,759	80,646
Other Trading Activities	5	66,212	12,211	78,423	112,789
Investments	6	4,124	-	4,124	4,781
Total		97,217	150,685	247,902	202,266
Expenditure On:					
Charitable activities	7	136,402	130,090	266,492	249,466
Other	8	7,625	-	7,625	7,625
Total		144,027	130,090	274,117	257,091
Net income/(expenditure)		(46,810)	20,595	(26,215)	(54,825)
Transfers between funds		-	-	-	-
Other Recognised Gains/Losses		-	-	-	-
Net movement in funds		(46,810)	20,595	(26,215)	(54,825)
Reconciliation of Funds:					
Total funds brought forward		581,205	12,170	593,375	648,200
Total funds Carried Forward		534,395	32,765	567,160	593,375

All of the activities of the charity are classed as continuing

The notes on pages 16 to 23 form part of these financial statements

As required by paragraph 4.67 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

Details of the allocation of 2018 total funds between unrestricted and restricted are shown in note 18

EASTON & LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

BALANCE SHEET

YEAR ENDED 31 MARCH 2019

	Note	2019 £	2018 £
Fixed assets	13	202,249	209,225
Current assets			
Debtors	14	7,640	10,273
Cash at bank and in hand		369,136	392,702
<i>Total current assets</i>		<u>376,776</u>	<u>402,975</u>
Creditors : Amounts falling due within one year	15	<u>(11,865)</u>	(18,825)
<i>Net Current assets or liabilities</i>		364,911	<u>384,150</u>
Total net assets or liabilities		<u>567,160</u>	<u>593,375</u>
The Funds of the Charity			
Restricted funds	16	32,765	12,170
Unrestricted funds	16	<u>534,395</u>	581,205
Total charity funds		<u>567,160</u>	<u>593,375</u>

The directors are satisfied that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

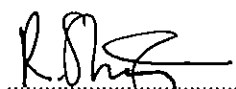
Directors' responsibilities:

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS102 SORP.

These financial statements were approved by the trustees on 12/08/19 and are signed on their behalf by:



Chair of trustees
Ricardo Sharry



Vice Chair of Trustees
Amy Harrison

The notes on pages 16 to 23 form part of these financial statements

EASTON & LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2019

1 Basis of Preparation

- a) These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.
The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.
- b) The accounts have been prepared on the assumption that the charitable company 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 charitable company's ability to continue as a going concern.
- c) The charity meets the definition of a public benefit entity as defined by FRS 102.

2 Accounting Policies

- a) Income from donations/grants is included in income when these are receivable, except as follows:
 - i) When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods.
 - ii) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-condition have been met.
- b) Expenditure is recognised in the period in which it is incurred. Expenditure includes attributable VAT which cannot be recovered.
- c) Most expenditure is directly attributable to specific activities, and has been included in those cost categories. Support cost have been allocated 100% towards the charitable activities of the charity.
- d) Rentals applicable to operating lease agreements where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the period of the lease.
- e) Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees.
- f) Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.
- g) Individual assets costing £2,500 or more are capitalised at cost. Depreciation is calculated so as to write off the cost of an asset over the useful economic life of that asset as follows:

Land & Buildings - 2.5%

EASTON & LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2019

- g) 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.
- h) The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund. Pension costs charged in the financial statements represent the contribution payable by the charitable company during the year.

EASTON & LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2019

Income and Endowments From:

3 Donations and Legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Donations	3,571	25	3,596	4,050
	<u>3,571</u>	<u>25</u>	<u>3,596</u>	<u>4,050</u>

4 Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Project Income:				
Grants from Bristol City Council	-	62,000	62,000	33,750
Grants from other sources	23,310	76,449	99,759	46,896
	<u>23,310</u>	<u>138,449</u>	<u>161,759</u>	<u>80,646</u>

5 Other Trading Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Rental Income from facilities hire	51,965	-	51,965	55,102
Income from services	8,092	12,211	20,303	48,907
Advertising Income	6,155	-	6,155	8,780
	<u>66,212</u>	<u>12,211</u>	<u>78,423</u>	<u>112,789</u>

6 Investments

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Investment interest	<u>4,124</u>	<u>-</u>	<u>4,124</u>	<u>4,781</u>

EASTON & LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2019

Expenditure on:

7 Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Neighbourhood management	131,852	130,090	261,942	244,019
Asset management	4,550	-	4,550	5,447
	<u>136,402</u>	<u>130,090</u>	<u>266,492</u>	<u>249,466</u>

8 Other

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Independent examination fees	649	-	649	649
Depreciation	6,976	-	6,976	6,976
	<u>7,625</u>	<u>-</u>	<u>7,625</u>	<u>7,625</u>

9 Net incoming resources for the year

This is stated after charging:

	2019 £	2018 £
Depreciation	6,976	6,976
Independent examination fees	649	649
	<u>7,625</u>	<u>7,625</u>

EASTON & LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2019

10 Staff costs and numbers

The aggregate payroll costs were:

	2019	2018
	£	£
Wages and salaries	131,548	128,375
Social Security Costs	9,418	7,043
Pension Costs	7,674	7,183
	<u>148,640</u>	<u>142,601</u>

No employee received emoluments of more than £60,000.

The average weekly number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	2019	2018
	No.	No.
Project Work	4.3	4.5
Management and administration work	<u>2.6</u>	<u>2</u>

Total employee benefits paid to key management personnel during the year were 37,440

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2018: £nil) No trustees received reimbursement for board expenses incurred throughout the year (2018: £nil). No charity trustee received payment for professional or other services supplied to the charity (2018: £nil).

There were no other related party transactions during the year.

11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

12 Company limited by guarantee

The company is limited by guarantee and as such has no issued share capital. In the event of the company being wound up the liability of the members is limited to £1 each.

EASTON & LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2019

13 Tangible fixed assets

	Leasehold Land & Buildings £	Total £
Cost		
At 1 April 2018	279,057	279,057
At 31 March 2019	<u>279,057</u>	<u>279,057</u>
Depreciation		
At 1 April 2018	69,832	69,832
Charge for the period	6,976	6,976
At 31 March 2019	<u>76,808</u>	<u>76,808</u>
Net book value		
At 31 March 2019	<u>202,249</u>	<u>202,249</u>
At 31 March 2018	<u>209,225</u>	<u>209,225</u>

14 Debtors

	2019 £	2018 £
Prepayments and other debtors	7,640	10,273
	<u>7,640</u>	<u>10,273</u>

15 Creditors: amounts falling due within one year

	2019 £	2018 £
Accruals	649	649
Deferred Income	-	9,081
Trade Creditors	7,741	8,949
Social Security Costs	1,991	21
VAT	1,484	125
	<u>11,865</u>	<u>18,825</u>

Deferred income

	2019 £	2018 £
Balance brought forward	9,081	9,251
Amount released to income in current period	(9,081)	(170)
Balance carried forward	<u>-</u>	<u>9,081</u>

Funds were held on behalf of St Pauls Unlimited before being donated to The Ape Project.

EASTON & LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2019

16 Movement in funds

	At 01-Apr 2018 £	Incoming resources £	Outgoing resources £	Transfers £	At 31-Mar 2019 £
Restricted funds					
Big lottery Fund	9,891	-	(7,990)	-	1,901
FRAP project	-	2,000	(2,000)	-	-
WRAP project	-	20,711	(15,312)	-	5,399
Quartet Funding the Future	-	19,980	(13,116)	-	6,864
Quartet Endowment Fund	3,263	11,000	(12,974)	-	1,289
Controlling Migration Fund	-	22,182	(15,732)	-	6,450
Bristol City Council - Impact fund	1,228	45,000	(43,366)	-	2,862
Bristol City Council - Imagination fund	-	17,000	(17,000)	-	-
Community Gatherings (BCC)	-	1,600	(1,600)	-	-
Bristol Social Action Festival (BCC)	-	8,000	-	-	8,000
Community University Partnerships Initi	-	1,000	(1,000)	-	-
British Council Grant	(2,212)	2,212	-	-	-
Total Restricted Funds	12,170	150,685	(130,090)	-	32,765
Unrestricted funds					
General Funds	555,401	97,217	(144,027)	362	508,953
Designated Funds:					
Avonvale Road Maintenance	11,474	-	-	(750)	10,724
Redundancy Reserve	14,330	-	-	388	14,718
Total Unrestricted Funds	581,205	97,217	(144,027)	-	534,395
Total funds	593,375	247,902	(274,117)	-	567,160

Designated Funds:

Avonvale Road - to be used for repairs & maintenance

Redundancy reserve - money set aside in case of redundancy.

17 Analysis of net assets between funds

	General Funds £	Restricted Funds £	Designated Funds £	Total Funds £
Fixed Assets	202,249	-	-	202,249
Cash at Bank and In Hand	310,929	32,765	25,442	369,136
Other Net Current Assets/Liabilities)	(4,225)	-	-	(4,225)
Total	508,953	32,765	25,442	567,160

EASTON & LAWRENCE HILL NEIGHBOURHOOD MANAGEMENT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2019

18 Analysis of prior year funds, as required by paragraph 4.2. of the SORP

	Prior Year Unrestricted Funds 2018 £	Prior Year Restricted Funds 2018 £	Prior Year Total Funds 2018 £
Income and Endowments From:			
Donations and Legacies	4,050	-	4,050
Charitable Activities	14,952	65,694	80,646
Other Trading Activities	112,789	-	112,789
Investments	4,781	-	4,781
Other	-	-	-
Total	136,572	65,694	202,266
Expenditure On:			
Charitable Activities	192,731	56,735	249,466
Other	7,625	-	7,625
Total	200,356	56,735	257,091
Net income/(expenditure)	(63,784)	8,959	(54,825)
Transfers between funds	-	-	-
Net movement in funds	(63,784)	8,959	(54,825)
Reconciliation of Funds:			
Total funds brought forward	644,989	3,211	648,200
Total funds carried forward	581,205	12,170	593,375

