

# **FOX HOLLIES COMMUNITY ASSOCIATION CHARITY INCORPORATED ORGANISATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JANUARY 2019**

### **New Charity**

This is the first Trustees report since registering the Fox Hollies Community Association CIO in August 2017.

The work of the Association has continued to expand and this is reflected in these accounts. We continue to work for the benefit of the residents of Acocks Green, with our work extending to support more people locally.

Our range of activities for older people has developed with projects based around wellbeing and social fitness and has been in part through building good relationships with other agencies locally. This has seen our membership for this age group grow steadily.

Lunch club continues to offer an important service for the housebound, disabled and socially isolated members of our community. Again, through building good relationships locally we have seen an increase in the number of referrals to this group. This has been supported by a committed group of volunteers ranging in ages.

As part of our offer locally, our Environmental Centre has seen a new lease of life over the past 12 months through a change in focus. The Centre now offers a range of volunteering opportunities for individuals of all ages throughout the year which include basics in gardening to developing the space for others to use. In November 2018, we were delighted to receive a 'Level 4 Thriving' award from the It's Your Neighbourhood Awards, as part of Britain in Bloom for the space. This was down to the excellent work of the volunteers who undertook the work.

The Association's Pre-school continues to be successful both in terms of numbers and quality of the work. This year has seen an increase in the development of parent Discovery Days which support parents to engage in their child's learning, as well as a range of interaction workshops for parents and children to play and learn together through cooking, craft and storytelling.

Over the past 12 months, as part of our community development work, the Association has worked closely with a number of agencies in Acocks Green to establish a Youth Work Steering Group to address the lack of youth provision locally. We have received financial support to conduct extensive research into the needs of 11-18 year olds locally, and to deliver the projects based on the findings of this work. May 2018, we published the Youth Report 2018 outlining the views and concerns of young people with recommendations. This has led to the development of a youth work project locally, which has been warmly received in the area and has seen the development of a youth volunteering programme as well as a parks programme aimed to tackling social isolation and physical inactivity during school holidays as well as promoting community cohesion.

In January 2019 we celebrated operating in the area for 30 years and looking forward to celebrating this milestone with our members and partners.

Once again the Association has thrived over this period and is enjoying a very successful time from which our community members are benefiting.

We would like to thank our professional advisors Quest Chartered Management Accountants and Brian Cove

**REGISTERED CHARITY NUMBER: 1174330**

**FOX HOLLIES COMMUNITY ASSOCIATION CHARITY INCORPORATED ORGANISATION**

**REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 JANUARY 2019**

Quest Chartered Management Accountants  
Branston Court  
Branston Street  
Jewellery Quarter  
Birmingham  
B18 6BA

**FOX HOLLIES COMMUNITY ASSOCIATION CHARITY INCORPORATED ORGANISATION**

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FOR THE YEAR ENDED 31 JANUARY 2019**

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## **FOX HOLLIES COMMUNITY ASSOCIATION CHARITY INCORPORATED ORGANISATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JANUARY 2019**

The trustees who are also directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31st January 2019.

#### **Reference and Administrative Details**

Registered Charity Name: Fox Hollies Community Association Charity Incorporated Organisation  
Charity Registration Number: 1174330  
Registered Office: Fox Hollies Forum, Greenwood Avenue, Birmingham B27 7RA

#### **The Trustees**

The trustees who served the company during the year were as follows:

David Swingle  
Christine Stanley  
Penny Wagg

#### **Structure, Governance and Management**

Operating independently from government and from its funders, Fox Hollies Trustees have responsibility for policy, the establishment of priorities and full financial, employment, financial and legal responsibility for the Trust and its activities, services and assets.

We are also in the process of transferring to a CIO and have transferred some of the funds.

#### **The Area**

**Fox Hollies** is an area of Birmingham, England, situated on the edge of Acocks Green district. It is named after the Fox Hollies Hall estate.

It roughly includes the area around Fox Hollies Road (part of the A4040 Outer Ring Road), stretching from Acocks Green in the north, to Hall Green in the south. A council housing estate was built to the east of Fox Hollies Road in the 1930's, an area that suffers from multiple deprivation.

#### **Staffing**

Fox Hollies Community Association officers are responsible for ensuring the development of activities, supervision of staff employed and for volunteers and for the smooth management of FHCACIO. Other staff have specific responsibility for reception, administration, caretaking and cleaning and to support other FHCACIO services. As at January 2019 FHCACIO employed 3 full time and 15 part time members of staff as well as sessional workers for project work, and had responsibility for several volunteers.

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In January 2019 we celebrated operating in the area for 30 years and looking forward to celebrating this milestone with our members and partners.

Once again the Association has thrived over this period and is enjoying a very successful time from which our community members are benefiting.

We would like to thank our professional advisors Quest Chartered Management Accountants and Brian Cove

for their continued support and advice over this period. We would also like to thank our excellent team of staff and volunteers for their support and hard work beyond their normal working responsibilities.

David Swingle – Chair – Fox Hollies Community Association CIO

# **FOX HOLLIES COMMUNITY ASSOCIATION CHARITY INCORPORATED ORGANISATION**

## **INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 JANUARY 2019**

I report on the accounts for the year ended 31 January 2019 set out on pages below.

### **Respective responsibilities of trustees and examiner.**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

### **Basis of the 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, 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 accounts present a 'true and fair view' and the report is limited to those matters set out in the statements

### **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 proper accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nick Bonnaud ACMA  
Quest Chartered Management Accountants  
Branston Court, Branston Street Birmingham, B18 6BA

Date: 19th February 2019

FOX HOLLIES COMMUNITY ASSOCIATION CHARITY INCORPORATED ORGANISATION

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JANUARY 2019

	Notes	Unrestricted Funds £	Restricted Funds £	New Charity Funds £	31-Jan-19 Total Funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Pre-school Grant		189,501	-	-	189,501
Pre School fees		15,006	-	-	15,006
Pre-school Equip/ activities		3,367	-	-	3,367
E/Centre Fundraising		265	-	-	265
General Donations		349	-	-	349
Fund Raising		2,577	-	-	2,577
Community Activities		5,679	-	-	5,679
Community Space		28,908	-	-	28,908
Coffee Bar		736	-	-	736
Playscheme Fees/income		7,151	-	-	7,151
Pet Shop		-	-	-	0
Luncheon Club		6,514	-	-	6,514
Gift aid		2,115	-	-	2,115
Voscars		770	-	-	770
Repairs/Renewals		-	-	-	0
Admin		163	-	-	163
Youth		48,134	-	-	48,134
Carnival		8,275	-	-	8,275
McMillan		-	-	-	0
Under/over Banked		-	-	-	0
Bank Interest		21	-	-	21
Other		574	-	-	574

**Total incoming resources** 320,105 0 0 320,105

**RESOURCES EXPENDED**

**Charitable activities**

Salaries Preschool		81,873	-	-	81,873
Salaries Caretaker		8,245	-	-	8,245
Salaries Admin		7,566	-	-	7,566
Salaries Youth Work		16,322	-	-	16,322
Salaries Lunch Club		1,582	-	-	1,582
Salaries E/centre		2,724	-	-	2,724
HMRC Tax/NI		11,208	-	-	11,208
Playscheme Salaries		6,053	-	-	6,053
Pre School Activities		5,179	-	-	5,179
E/Centre Food		344	-	-	344
E/Centre Activities		470	-	-	470
Youth Work		5,397	-	-	5,397
Fund Raising		315	-	-	315
Coffee Bar		1,376	-	-	1,376
Admin		2,140	-	-	2,140
Electricity		6,752	-	-	6,752
Gas		4,299	-	-	4,299
Rates		1,650	-	-	1,650
Rent		13,500	-	-	13,500
Telephone		1,602	-	-	1,602
Professional Fees		4,644	-	-	4,644
Play Scheme Trips/Activities		1,018	-	-	1,018
Community Activities		684	-	-	684
Building Care		16,274	-	-	16,274
Refuse Collection		2,330	-	-	2,330
Cleaning Material		393	-	-	393
Initial		944	-	-	944
Legionella Testing		922	-	-	922
PAT Testing and Alarms		6,314	-	-	6,314
Insurance		2,222	-	-	2,222
Luncheon Club		2,254	-	-	2,254
Yarn & Yarn		500	-	-	500
Training		112	-	-	112
Carnival		8,451	-	-	8,451
Pensions		3,346	-	-	3,346
CIO Expenses		-	-	-	0
Volunteer Expenses		3,690	-	-	3,690
Other		192	-	-	192

**Total resources expended** 232,886 0 0 232,886

	Notes	Unrestricted Funds £	Restricted Funds £	New Charity Funds £	31-Jan-19 Total Funds £
<b>NET INCOMING/(OUTGOING) RESOURCES</b>					
	5	87,219	0	0	87,219
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		-	-	-	-
Petty Cash		-	-	-	-
Movement in Accruals/Prepayments		3,875	-	-	3,875.00
Transfer from old charity		69,456	-	-	69,456
Transfer between funds	10	-	-	-	-
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>160,550</b>	<b>0</b>	<b>0</b>	<b>160,550</b>



**FOX HOLLIES COMMUNITY ASSOCIATION CHARITY INCORPORATED ORGANISATION**

**BALANCE SHEET**

**AS AT 31 JANUARY 2019**

	Notes	Unrestricted Funds £	Restricted Funds £	Trustee Contingency Funds £	31-Jan-19 Total Funds £
<b>FIXED ASSETS</b>					
Tangible assets		-	-	-	-
<b>CURRENT ASSETS</b>					
Debtors		-	-	-	-
Cash at bank and in hand		74,200	47,826	38,524	160,550
		<hr/>	<hr/>	<hr/>	<hr/>
		74,200	47,826	38,524	160,550
<b>CREDITORS</b>					
Amounts falling due within one year	8	(3,375.00)	-		(3,375.00)
		<hr/>	<hr/>	<hr/>	<hr/>
<b>NET CURRENT ASSETS</b>		70,825	47,826	38,524	157,175
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		70,825	47,826	38,524	157,175
		<hr/>	<hr/>	<hr/>	<hr/>
<b>NET ASSETS</b>		70,825	47,826	38,524	157,175
		<hr/>	<hr/>	<hr/>	<hr/>
<b>FUNDS</b>					
	9				
Unrestricted funds		-	-	-	70,825
Restricted funds		-	-	-	47,826
Trustee Contingency funds		-	-	-	38,524
					<hr/>
<b>TOTAL FUNDS</b>					157,175
					<hr/>

**FOX HOLLIES COMMUNITY ASSOCIATION CHARITY INCORPORATED ORGANISATION**  
**BALANCE SHEET (CONTINUED....)**  
**FOR THE YEAR ENDED 31 JANUARY 2019**

The charity is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 January 2019.

The members have not required the charity company to obtain an audit of its financial statements for the year ended 31 January 2019 in accordance with Section 476 of the Companies Act 2006.

The financial statements were approved by the Board of Trustees on .....

and were signed on its behalf by:

.....  
Trustee and Company Secretary - Christine Stanley

# FOX HOLLIES COMMUNITY ASSOCIATION CHARITY INCORPORATED ORGANISATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2019

### 1. ACCOUNTING POLICIES

#### **Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

#### **Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

#### **Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

#### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery etc.	- 20% on cost
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#### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

#### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objectives of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**FOX HOLLIES COMMUNITY ASSOCIATION CHARITY INCORPORATED ORGANISATION**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JANUARY 2019**

**2. VOLUNTARY INCOME**

	31-Jan-19	
	£	
Donations	349	
Grants	189,501	
	<u>189,850</u>	

**3. ACTIVITIES FOR GENERATING FUNDS**

	31-Jan-19	
	£	
Fundraising events	<u>130,233</u>	<u></u>

**4. INVESTMENT INCOME**

	31-Jan-19	
	£	
Deposit account interest	<u>21</u>	<u></u>

**5. NET INCOMING/(OUTGOING) RESOURCES**

Net resources are stated after charging:

	31-Jan-19	
	£	
Depreciation	<u>-</u>	<u></u>

CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JANUARY 2019

6. TRUSTEES' REMUNERATION AND BENEFITS

During the year no trustees received remuneration or benefits.

Trustees' Expenses  
There were no trustees' expenses paid for the year ended 31 January 2019  
(2018: £Nil)

7. STAFF COSTS

	31-Jan-19	
	£	
Wages, salaries and employers NIC	<u>135,573</u>	<u></u>

**FOX HOLLIES COMMUNITY ASSOCIATION CHARITY INCORPORATED ORGANISATION**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JANUARY 2019**

**8. CREDITORS: AMOUNTS DUE FALLING WITHIN ONE YEAR**

	31-Jan-19 £	
Trade creditors	-	
Taxation and social security	-	
	<u>0</u>	<u></u>

**9. MOVEMENT IN FUNDS**

	At 31-Jan-19 £	Net movement in fund £	
<b>Unrestricted funds</b>			
General fund	87,219	87,219	
<b>Restricted funds</b>	-	-	
<b>Transfer from old charity</b>	<u>-</u>	<u>-</u>	<u></u>
<b>TOTAL</b>	<u>87,219</u>	<u>87,219</u>	<u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Transfer from from charity £	
<b>Unrestricted funds</b>				
General fund	320,105	(232,886)	-	
<b>Restricted funds</b>	-	-	-	
<b>Transfer from old charity</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u></u>
<b>TOTAL</b>	<u>320,105</u>	<u>(232,886)</u>	<u>0</u>	<u></u>

**FOX HOLLIES COMMUNITY ASSOCIATION CHARITY INCORPORATED ORGANISATION**  
**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JANUARY 2019**

	31-Jan-19 £	31-Mar-17 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations	349	0
Grants	189,501	0
	<hr/>	<hr/>
	189,850	0
<b>Fees</b>		
Pre School Fees	15,006	
<b>Activities for generating funds</b>		
Fundraising events	9,355	-
<b>Investment income</b>		
Deposit account interest	21	0
<b>Incoming resources from charitable activities</b>		
Receipts from activities	76,964	0
Room lettings	28,908	0
	<hr/>	<hr/>
	105,873	0
<b>Total incoming resources</b>	320,105	0
<b>RESOURCES EXPENDED</b>		
<b>Purchases</b>	1,376	0
Wages	127,711	0
Employers NI	11,208	0
Maintenance	27,177	0
Telephone	1,602	0
Postage and stationery	2,140	0
Insurance	2,222	-
Accountancy	4,644	0
Advertising & PR	315	0
Food	2,598	0
Utilities	12,701	0
Rent	13,500	0
Project Costs	16,303	0
Volunteer Expenses	3,690	-
Youth Work	5,397	-
Other	304	-
	<hr/>	<hr/>
	232,886	0
	<hr/>	<hr/>
<b>Net income/(expenditure)</b>	<b>87,219</b>	<b>0</b>

**FOX HOLLIES COMMUNITY ASSOCIATION CHARITY INCORPORATED ORGANISATION**

**BALANCE SHEET (CONTINUED....)**

**FOR THE YEAR ENDED 31 JANUARY 2019**

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and were signed on its behalf by:

  
.....

Trustee and Company Secretary - Christine Stanley